BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
July 21, 2025
6:00 P.M.

The Brunswick County Board of Commissioners met in Regular Session on the above date at 6:00 p.m., Commissioners' Chambers, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.

PRESENT:	Commissioner Mike Forte, Chairman Commissioner J. Martin Cooke, Vice – Chairman Commissioner Randy Thompson Commissioner Pat Sykes Commissioner Frank Williams
STAFF:	Steve Stone, County Manager Bryan Batton, County Attorney David Stanley, Deputy County Manager Niel Brooks, Deputy County Manager Aaron Smith, Finance Director Daralyn Spivey, Clerk to the Board LeAnn Weigand, Executive Assistant/Deputy Clerk Meagan Kascsak, Communications Director Pete Gillis, IT Lt. Christopher Barbour, Sheriff's Office

Board Action, containing all items in this set of minutes, is filed within the Clerk to the Board's office.

I. CALL TO ORDER

Chairman Forte called the meeting to order at 6:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Vice – Chairman Cooke gave the Invocation and led the Pledge of Allegiance.

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chairman Forte requested the movement of Administrative Report Item VIII4 Utilities – CDM Smith – PSA Amendment #6 NWWTP Expansion Project to after the Closed Session for discussion. Mr. Brooks also requested that under Presentations, Item VI2 Code Administration - Proposed Revisions to Fire Prevention Ordinance be tabled to a future date. Commissioner Williams made the motion to approve the amended agenda. Vice – Chairman Cooke seconded the motion and passed unanimously (5 to 0).

IV. PUBLIC COMMENT

Mr. Darron Edens spoke of his support for Brunswick County to become involved with the North Carolina Coastal Counties Fisheries Coalition and his concern for the pollution in the offshore waters.

Ms. Christy Merrick spoke to her concerns regarding the current development rate within the County.

Ms. Judy Andricak spoke to her concerns about the lack of infrastructure and the continued residential development.

Mr. Mike Bianchi spoke of his concerns regarding the no wake zone proposed in the Intercoastal Waterway near the Oak Island Bridge.

Mr. Charles Drew spoke of his concern regarding the fire department funding county-wide and the ability to be part of the process/discussion going forward.

Ms. Jennifer Gates spoke of her concerns regarding the fire department funding county-wide.

Ms. Kelsey Olvitt spoke to her concerns of the proposed boundary of the no wake zone in the Intercoastal Waterway near the Oak Island Bridge.

Mr. Jason Gaver spoke of his desire to work with Brunswick County to find solutions for Habitat for Humanity housing locations.

Mr. Michael Darby spoke of his concerns with safe drinking water available in Brunswick County and the current rate of development within the County.

V. APPROVAL OF CONSENT AGENDA

Commissioner Thompson made the motion to approve the Consent Agenda. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

1. **Administration – The Healing Place of New Hanover County Fee for Service Agreement**
   The Board approved the fee-for-service contract with The Healing Place of New Hanover County.

2. **Administration – Brunswick Family Assistance Funded Agency Agreement**
   The Board approved the renewal of funded agency agreement between Brunswick County and the non-profit agency - Brunswick Family Assistance.

3. **Clerk to the Board – Meeting Minutes – June 16, 2025, Regular Meeting**
   The Boad approved the Meeting Minutes of the June 16, 2025, Regular Meeting.

4. **County Attorney – Riverlake Subdivision, Ph 1 Deed of Dedication**
   The Board accepted the deed of dedication for water and sewer infrastructure for RiverLake Subdivision Ph. 1.

5. **County Attorney – Southshore Bay Subdivision Deed of Dedication**
   The Board accepted the deed of dedication for water and sewer infrastructure for Southshore Bay Subdivision.

6. **County Attorney – Waters at Southport Deed of Dedication**
   The Board accepted the deed of dedication for water and sewer infrastructure for Waters at Southport.

7. **EMS – Arrive Ventures Ambulance Franchise Agreement**
   The Board approved the Ambulance Franchise Agreement with Arrive Ventures, LLC.

8. **EMS – Bound Tree Goods and Service Agreement**
   The Board approved Emergency Medical Services' funding agreement with Bound Tree to purchase medical supplies.

9. **EMS – Brunswick Search and Rescue Contract**
   The Board approved the contract with Brunswick Search and Rescue.

10. EMS – Columbus County EMS Franchise Agreement
The Board approved the agreement with Columbus County EMS.

11. EMS – Life Assist Medical Products Contract
The Board approved the contract with Life Assist Medical Products.

12. EMS – MED1 NC Ambulance Franchise Agreement
The Board approved the agreement with MED1 NC Ambulance.

13. EMS – Novant Health New Hanover Mobile Integrated Health Airlink/ VitaLink/PCTS Ambulance Franchise Agreement
The Board approved the agreement with Novant Health New Hanover Mobile Integrated Health Airlink/VitaLink/PCTS Ambulance.

14. EMS – Oak Island Water Rescue Contract
The Board approved the contract with Oak Island Water Rescue.

15. Finance - Fiscal Items
The Board approved Budget Amendments, Capital Project Ordinances, and Fiscal Items of a routine nature to include the following:

-Long Term Care Community Advisory Committees (CACs)
The Board appropriated $2,000 of revenues to support mileage expenses of the Community Advisory Committee Members. They are volunteer advocates for the county appointed by the commissioners to serve on the nursing and adult care home community advisory committees.

-FY26 JCPC Funding Budget Appropriation
The Board appropriated state revenues restricted of $242,486 as awarded by the Juvenile Crime Prevention Council from the NC Department of Public Safety and approved at the 5/5/2025 board meeting. The following has been awarded to the JCPC Programs; JCPC Administration $8,500, Coastal ART $39,068, Guiding Good Choices (GCC) & Systematic Training for Effective Parenting (STEP) $41,342, Providence Home $13,500, and Restitution and Community Service and Teen Court Program $140,076.

-ARPA AED Replacement Appropriation and Budget Revision
The Board approved the appropriation of funds in the amount of $1,656 to replace damaged AED equipment located on the marine patrol vessel purchased with ARP funding and approve budget revision for AED ARP project. Insurance proceeds of $940 were received for damaged AED and will be applied towards replacement purchase of AED equipment. The remaining balance of $716 will be covered by ARPA investment earnings.

-Town Creek Elementary Addition Close Out Budget Amendment and CPO
The Board approved the closing of the Town Creek Elementary School Addition project and return $2,564,926 to the reserve for use in future Brunswick County Schools projects.

16. Health Services – Brunswick County Schools Nurse Funding Agreement for FY25-26
The Board approved the School Nurse Funding Agreement with Brunswick County Schools for Fiscal Year 2025-26.

17. Health Services – NC Alliance of Public Health Agencies Contract
The Board approved the Health and Human Services Agreement with NC Alliance of Public Health Agencies (NCAPHA) for Fiscal Year 2025-26.

18. Sheriff's Office – Sheriff's Office Rollover Request – Ongoing Capital Project

The Board approved a rollover of capital vehicle and software funds from FY25 to the new fiscal year due to the ongoing project and vendor negotiations associated with the funds.

19. **Social Services – Carolina Staffing Contract**
    The Board approved the Health and Human Services contract with Carolina Staffing Agency.

20. **Social Services – Non-Emergency Medical Transportation Contracts**
    The Board approved the Non-Emergency Medicaid Transportation contracts with Brunswick Transit System and Med Trans for Fiscal Year 2025-2026.

21. **Tax – FY 2024-25 Settlement Report & Order of Collection**
    The Board received and approved the FY2024-2025 Annual Tax Collector's Settlement report and charged the Tax Administrator to collect the 2025 current year taxes along with the order to collect the 2015-2024 prior year taxes.

22. **Tax – July 2025 Tax Releases**
    The Board approved the July 2025 releases.

23. **Utilities – Cape Fear Engineering – Whiteville Rd. Force Main Project (HUD Grant)**
    The Board approved and authorized the execution of the Professional Services Agreement with Cape Fear Engineering in the amount of $1,047,500 for engineering related to services for the Whiteville Rd. Force Main Project.

24. **Utilities – Highland paving Company – UOC Parking Lot Resurfacing**
    The Board approved and authorized execution of the construction contract with Highland Paving Company in the amount of $150K for the milling and resurfacing of selected sections of the Brunswick County Utility Operations Center ("UOC") parking lot located at 250 Grey Water Rd. NE Supply NC.

25. **Utilities – Public Utilities Position Reallocation/Restructure**
    The Board approved the re-allocation of staff and a budget ordinance between divisions within the Utility Department to meet current department workloads.

VI. PRESENTATIONS

1. **Administration – Potential Ordinance Changes and Approaches to Address Stormwater and Flooding Concerns**
   The Board received a presentation from Niel Books and Brigit Flora regarding flooding and stormwater concerns. The Board requested staff to research how other jurisdictions handle stormwater utility and report back to the Board in August or September with their findings.

2. **Code Administration – Proposed Revisions to Fire Prevention**
   This item was tabled to a future date to be determined as indicated in III. Adjustments/Approval of the Agenda.

3. **Cooperative Extension – Brunswick County Voluntary Agricultural District Informational Video**
   The Board received a presentation from Taylor McDaniel (Cooperative Extension) and Elliot Swain (Soil & Water) regarding the Brunswick County Voluntary Agricultural District along with an informational video.

VII. PUBLIC HEARING

1. **Clerk to the Board – Public Hearing - Administration –Application of a No Wake Zone – Oak Island Bridge**

Chairman Forte opened the Public Hearing at 7:48 p.m. Comments were heard from the following:

Ms. Erika Morgan commented in her support of the no wake zone but would also like to have it extended beyond the current boundary set by US Army Corp of Engineers.

Hearing no further comments, Chairman Forte closed the Public Hearing at 8:00 p.m.

Commissioner Sykes made the motion to approve the No Wake Zone Resolution and to submit a letter of support with Commissioner Williams seconding. The motion passed unanimously (5 to 0). The Resolution reads as follows:

RESOLUTION TO APPROVE A NO WAKE ZONE IN THE INTERCOASTAL WATERWAY AT THE OAK ISLAND BRIDGE

WHEREAS, The Intracoastal Waterway at the Oak Island Bridge is a heavily traveled and congested waterway with narrow channel waters with limited visibility; and

WHEREAS, Unregulated boating speeds near and under the Oak Island Bridge cause large and dangerous wakes resulting in significant safety hazards; and

WHEREAS, Brunswick County requested that the NC Wildlife Resources Commission conduct a boater safety hazards assessment of the area, in accordance with GS 75A-15; and

WHEREAS, It was determined that the establishment of a No Wake Zone running 50 yards both east and west of the bridge will mitigate the safety hazards resulting from unregulated boater speed; and

NOW, THEREFORE, BE IT RESOLVED THAT, Brunswick County will submit a D-1 application to the NC Wildlife Resources Commission for rulemaking to create a No Wake Zone at the Oak Island Bridge. This the 21st day of July, 2025.

Mike Forte, Chairman
Brunswick County Board of Commissioners

Attest:
Daralyn Spivey, NCCCC, CMC
Clerk to the Board of Commissioners

2. **Clerk to the Board – Public Hearing – Commercial Property Assessed Capital Expenditure (C-PACE) Program Resolution**
Chairman Forte opened the Public Hearing at 8:05 p.m. Hearing no comments, the Public Hearing was closed.

Commissioner Sykes made the motion to approve the C-PACE Resolution. Commissioner Thompson seconded and passed unanimously (5 to 0). The Resolution reads as follows:

RESOLUTION AUTHORIZING BRUNSWICK NORTH CAROLINA TO PARTICIPATE IN THE COMMERCIAL PROPERTY ASSESSED CAPITAL EXPENDITURE (C-PACE) PROGRAM

WHEREAS, as required by N.C. Gen. Stat. § 160A-239.14(a)(1), the Board Commissioners of Brunswick County North Carolina On June 16, 2025, adopted a "Resolution of Intent", declaring the intent of the County to participate in the Commercial Property Assessed Capital Expenditure (C-PACE) Program established under Article 10B of Chapter 160A of the General Statutes of North Carolina, as amended (the "C-PACE Act"); and

WHEREAS, as required by N.C. Gen. Stat. § 160A-239.14(b), on July 21, 2025, the County held a public hearing regarding the intent to participate in the C-PACE Program; and

WHEREAS, as required by N.C. Gen. Stat. § 160A-239.14(a)(2), the County now desires to adopt a resolution to join the C-PACE Program;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Brunswick County, North Carolina as follows:

Section 1. The County hereby joins the C-PACE Program, and declares that its participation in the C-PACE Program shall be subject to and consistent with the provisions of the C-PACE Act, the terms of the C-PACE Program as established by the Economic Development Partnership of North Carolina as the Statewide Administrator of the C-PACE Program, and the Resolution of Intent.

Section 2. Nothing in this resolution shall be interpreted as authorizing the County to pledge, offer, or encumber its full faith and credit, and the County shall not pledge, offer, or encumber its full faith and credit in connection with any C-PACE Financing.

Section 3. Should any provision or provisions of this Resolution be declared invalid or unenforceable in any respect by final decree of any court of competent jurisdiction, the invalidity or unenforceability of any such provisions shall not affect the remaining provisions of such Resolution.

Section 4. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, hereby repealed.

Section 5. This Resolution shall take effect upon its adoption.

Adopted this 21st day of July 2025.

Mike Forte, Chairman
Brunswick County Board of Commissioners

I, Daralyn Spivey, Clerk to the Board for Brunswick County North Carolina, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Commissioners of the Brunswick County at a regular meeting duly called and held on July 21, 2025

WITNESS my hand and the official seal of Brunswick County, this 21st day of July 2025.

Daralyn Spivey NCCCC, CMC
Clerk to the Board of Commissioners

VIII. ADMINISTRATIVE REPORT

1. **Administration – ABC Board Member Compensation**
   Mr. Stone advised the Board that the County received a letter from the Brunswick County ABC Board requesting an increase in the per meeting stipend. Vice – Chairman Cooke made the motion to retain the current stipend per month as mandated by state statute with Commissioner Sykes seconding. The motion passed unanimously (5 to 0).

2. **Administration – Fire Service Funding Planning Schedule**

Mr. Stone provided a planning schedule for addressing the funding needs of the various fire services within the County.

3. **Utilities – Arcadis – Professional Services Agreement – Reclaimed Water Ordinance and Master Plan.**
   Commissioner Thompson made the motion to table this item until the August 4th meeting, allowing staff to verify dates and to confirm the ordinance due to the history of ordinances and utilities to be sure it is a viable way to move forward. Commissioner Williams seconded the motion. The motion to table passed unanimously (5 to 0).

4. **Utilities – CDM -PSA Amendment #6 NWWTP Expansion Project**
   Moved to post Closed Session as amended in III. Adjustments and Approval of Agenda.

IX. BOARD APPOINTMENTS

1. **Clerk to the Board – Board Appointment – TDA**
   Commissioner Williams made the motion to approve the Chamber of Commerce requested appointment of Mr. Jay McRoberts as the appointee to the Tourism Development Authority with Chairman Forte seconding. The motion passed unanimously (5to 0).

2. **Clerk to the Board – Voting Delegate and Alternate NCACC Annual Conference**
   Commissioner Williams made the motion to appoint Commissioner Sykes as the voting Delegate and Chairman Forte as the Alternate for the NCACC Annual Conference in August with Vice – Chairman Cooke seconding. The motion passed unanimously (5 to 0).

X. OTHER BUSINESS/INFORMAL DISCUSSION

Commissioner Thompson:
Suspension of Residential Development: Commissioner Thompson made a motion to suspend residential development of sites over twelve units on a set of plans, clarifying this is not a moratorium, until the Public Safety needs and Utility capacity of the County is reviewed and addressed. Commissioner Sykes seconded the motion. The motion failed (3 to 2) with the poll as follows:

Commissioner Thompson: Aye
Commissioner Forte: Nay
Commissioner Cooke: Nay
Commissioner Sykes: Aye
Commissioner Williams: Nay

Chairman Forte:
Change in Rules and Procedures: Chairman Forte made a motion for a change in the Rules of Procedure allowing for no motions made under "Other Business/Informal Discussion", instead it will require two (2) Commissioners in agreeance to be placed on a future agenda. Mr. Batton advised this would require a change in the Rules and Procedures of the Board requiring an agenda item requesting the amendment brought forward for the Boards' consideration.

XI. CLOSED SESSION

Mr. Batton requested the Board enter Closed Session pursuant to N.C.G.S. 143-318.11(a)(1)(3)(5).

Commissioner Williams made the motion to enter Closed Session at 9:22 p.m. The motion was seconded by Vice - Chairman Cooke and passed unanimously (5 to 0).

The Board entered Closed Session pursuant to N.C.G.S. 143-318.11(a)(1)(3) and (5), to approve Closed Session Minutes of the June 16, 2025 Meeting, to consult with its attorney to preserve the attorney-client privilege, and to discuss the purchase of property.

Chairman Forte called the Regular Session to order at 10:33 p.m.

Mr. Batton requests a motion to acquire easements over the following properties, up to and including, condemnation:
Parcel # 0240000108
Parcel # 24300007
Parcel # 238HG01502

Commissioner Sykes made the motion to move forward with the acquisition of the above properties with Commissioner Thompson seconding. The motion passed unanimously (5 to 0).

Agenda Item VIII4: Utilities – CDM-PSA Amendment #6 NWWTP Expansion Project
As amended from III. Adjustments/Approval of the Agenda: Commissioner Thompson made a motion to approve the agreement and the budget amendment in the amount of $1,010,000 for construction administrative services associated with the Northwest Water Treatment Plant expansion project with Commissioner Williams seconding. The motion passed unanimously (5 to 0).

XII. ADJOURNMENT

Commissioner Sykes made the motion to adjourn the meeting at 10:34 p.m. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

Mike Forte, Chairman
Brunswick County Board of Commissioners

Attest:

Daralyn Spivey

Daralyn Spivey, NCCCC, CMC
Clerk to the Board

BRUNSWICK COUNTY
NORTH CAROLINA