BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
August 4, 2025
3:00 P.M.

The Brunswick County Board of Commissioners met in Regular Session on the above date at 3:00 p.m., Commissioners' Chambers, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.

PRESENT:	Commissioner Mike Forte, Chairman Commissioner Randy Thompson Commissioner Pat Sykes Commissioner Frank Williams
Absent:	Commissioner J. Martin Cooke, Vice – Chairman
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 Jim Hartsell, 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 3:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Commissioner Williams gave the Invocation and led the Pledge of Allegiance.

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chairman Forte asked for item VIII3 County Attorney – Requested Amendments to the Rules and Procedures be tabled. Commissioner Williams made the motion to approve the amended agenda. Commissioner Thompson seconded the motion and passed unanimously (4 to 0).

IV. PUBLIC COMMENT

Colin Ringleib spoke to his concerns with the current state of watersheds, stormwater services programs, infrastructure, and the Unified Development Ordinance (UDO).

Mike McGuire spoke to his concerns with the current infrastructure and current development process.

Charles Drew clarified the position of the Brunswick County Fire Chiefs Association and the forthcoming County's fire funding mechanism.

Diana Fotinatos expressed her gratitude to the Board for the budget approved for the County Library system.

Gene Vasile spoke to his concerns with the delays in the UDO updates, infrastructure, and current rate of development.

Lee Dixon would like to see transparency in the transition from a fire fee to a fire tax with the goal of January 2026, possibility of a stormwater utility, and the current state of the UDO updates.

Deborah Hester spoke to her concerns with the current development ongoing within the County.

Michael Gomory spoke to his concerns with the current state of development within the County, the inability of infrastructure to keep pace, current stormwater management, and the pending updates to the UDO.

Robin Edwardsen spoke to his concerns with the current state of development within the County, and the current status of the UDO.

V. APPROVAL OF CONSENT AGENDA

Commissioner Thompson made the motion to approve the amended Consent Agenda. The motion was seconded by Commissioner Sykes and passed unanimously (4 to 0).

1. **Administration – Christian Recovery Centers, Inc. FY205-2026 Contract**
   The Board approved the FY25-26 fee-for-services contract with Christian Recovery Services, Inc.

2. **Administration – Deputy Tax Collector Appointment of Kerrie Watson**
   The Board approved the appointment of Kerrie Watson as Deputy Tax Collector.

3. **Administration – Tax Supervisor Appointment of Melissa Radke**
   The Board approved the appointment of Melissa Radke to serve as the Brunswick County Tax Supervisor through August 4, 2029, per NCGS 05-294 and 105-349.

4. **Clerk to the Board – Consideration of Child Fatality Prevention Team Appointment**
   The Board approved the appointment of Sgt. Audrey McRae to the Child Fatality Prevention Team as the Law Enforcement appointee.

5. **Clerk to the Board – Meeting Minutes – July 21, 2025, Regular Meeting**
   The Boad approved the Meeting Minutes of the July 21, 2025, Regular Meeting.

6. **County Attorney – Coastal Haven Phase 2 Deed of Dedication**
   The Board accepted the deed of dedication for water and sewer infrastructure for Coastal Haven, Ph. 2.

7. **County Attorney – Lakes at Riverbend Phases 2 and 3 Deed of Dedication**
   The Board accepted the deed of dedication for water and sewer infrastructure for The Lakes at Riverbend, Phases 2 and 3.

8. **EMS – Bald Head Island Ambulance Franchise Agreement**
   The Board approved the agreement with the Village of Bald Head Island.

9. **EMS – Road Rescue Ambulance Purchase**
   The Board approved the purchase of one (1) Road Rescue Ambulance for Emergency Medical Services from Atlantic Emergency Solutions Inc.

10. **EMS – Southport Fire Department Ambulance Franchise Agreement**
    The Board approved the agreement with Southport Fire Department.

11. **EMS – St. James Fire and EMS Franchise Agreement**

The Board approved the agreement with the Town of St. James.

12. Finance - Fiscal Items

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

-K9 Bayard Property Loss

Appropriated $4,000 of insurance proceeds received in FY25 in order to support replacement of property loss in FY26 due to late in FY timing of loss.

13. Planning – Resolution - Long Shore Road Closing

The Board adopted a resolution to call a Public Hearing to declare the intent to close a small portion of the Long Shore Road public right-of-way located near Shallotte. The Resolution reads as follows:

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
RESOLUTION OF INTENT TO CLOSE A PORTION OF
LONG SHORE ROAD

WHEREAS, N.C General Statute 153A-241, provides for the closing of public roads or easements that are not within a municipality or under or supervision of NCDOT control and grants the power to adopt a Resolution of Intent and close a public road; and

WHEREAS, the public road requested to be closed is located adjacent to Brunswick County Tax Parcel 230OG014; and

WHEREAS, the public right-of-way road requested to be closed not under the supervision of NCDOT; and

WHEREAS, the petitioner availed themselves of the law and petitioned the County to close a portion of a road right-of-way for Long Shore Road.

WHEREAS, the petitioner seeks to close a portion of Long Shore Road right-of-consisting of approximately 0.01 acres that measure 25.94 feet at its longest and 20.35 feet at its widest;

WHEREAS, the property is shown on the survey map drawn by Coastal Geomatics, dated June 3, 2025, consisting of 0.01 acres or 509 sq. ft. of land; and

NOW, THEREFORE BE IT RESOLVED by the Chairman and Members of the Brunswick County Board of Commissioners that they hereby declare the intent to close the road described herein and call for a public hearing on the matter on the 15th day of September 2025 at 6:00 PM in the Commissioner Chambers of the Brunswick County Government Complex at 30 Government Drive, Bolivia, North Carolina and that a copy of this resolution be posted, published and mailed as required by G.S. 153A-241.

Adopted on the 4th day of August, 2025.

Mike Forte, Chairman

Attest:
Daralyn Spivey, NCCCC, CMC
Clerk to the Board/Deputy Clerk

14. Sheriff's Office – GHSP LEL Grant Resolution

The Board approved the resolution and agreement of conditions as the next stage in the application process for the Governor's Highway Safety Program grant for the Region 3 Law Enforcement Liaison position. This is the fourth year of this grant, and federal funds cover 100% of the total award valued at $30,000. The Resolution reads as follows:

NORTH CAROLINA GOVERNOR'S HIGHWAY SAFETY PROGRAM
LOCAL GOVERNMENTAL RESOLUTION

WHEREAS, the Brunswick County Sheriff's Office (herein called the "Agency") (The Applicant Agency) has completed an application contract for traffic safety funding; and that Brunswick County Board of Commissioners (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract;

THEREFORE, NOW BE IT RESOLVED BY THE Brunswick County Board of Commissioners in open meeting assembled in the city of Bolivia, North Carolina, This 4th day of August 2025 , as follows:

1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That Sheriff Brian M. Chism is authorized to file, on behalf of the Governing (Name and Title of Representative) Body, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of $ 30,000 to be made to the Governing Body to assist in defraying the cost of the project described in the contract application; and
3. That the Governing Body has formally appropriated the cash contribution of $0 as required by the project contract; and
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

Done and Ordered in open meeting by:
Mike Forte, Chairman

Attested by:
Daralyn Spivey, Clerk
Dated: August 4, 2025

15. Sheriff's Office – GHSP Traffic Grant Resolution

The Board approved a resolution and agreement of conditions as the next stage in the application process for the Governor's Highway Safety Program grant. This is the fourth year of the grant for the three-person traffic unit with federal funding covering 25% of the salary and travel expenses this year. The Resolution reads as follows:

NORTH CAROLINA GOVERNOR'S HIGHWAY SAFETY PROGRAM
LOCAL GOVERNMENTAL RESOLUTION

WHEREAS, the Brunswick County Sheriff's Office (herein called the "Agency") has completed an application contract for traffic safety funding; and that Brunswick County Board of Commissioners (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract;

THEREFORE, NOW BE IT RESOLVED by the Brunswick County Board of Commissioners in open meeting assembled in the City of Bolivia North Carolina, this the 4th day of August, 2025, as follows:

1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That Sherrif Briam M. Chism is authorized to file, on behalf of the Governing Body, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of $71,519.00 to be made to the Governing Body to assist in defraying the cost of the project described in the contract application; and
3. That the Governing Body has formally appropriated the cash contribution of $214,555.00 as required by the project contract; and
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

Done and ordered in open meeting by:
Mike Forte, Chairman

Attest
Daralyn Spivey, Clerk
Date: August 4, 2025

16. Social Services – Social Services Annual Energy Outreach Plan
The Board approved Social Services Energy Outreach Plan for Fiscal Year 2025-26.

17. Social Services – Vanguard Professional Staffing Contract
The Board approved the Department of Social Services contract with Vanguard Professional Staffing for Fiscal Year 25-26.

18. Social Services – Wortman Law Firm Contract
The Board approved the FY25-26 contract with Wortman Law Firm, PLLC.

19. Utilities – Approval of Preferred Sources Inc. (Myers Grinder Pumps) Grinder Package Contract Approval
The Board approved the contract with Preferred Sources Inc., for the annual purchase of Myers Grinder Pump packages and tank extension.

20. Utilities – Crane Pumps – Grinder Package Contract Approval
The Board approved the contract with Crane Pumps in the amount of $2,996,000.

21. Utilities – Fortiline, Inc. Contract Approval of Oak Island Re-pump Project
The Board approved a contract with Fortiline Inc. in the amount of $420,835.10.

22. Utilities – Heritage Water Systems Contract for Replacement Grinder Pumps and Kits

The Board approved a contract with Heritage Water Systems for the purchase of replacement grinder pumps and components manufactured by Crane Pump Systems (Barnes Grinder Pumps).

23. Utilities – Water Treatment Chemical ITB Results and Supplier Agreements
The Board approved the supplier agreements with Chemtrade Logistics (Polyaluminum Chloride) for $450,000, JCI Jones Chemical (Chlorine) for $252,000, Univar Solutions (Caustic Soda) for $179,806, and to ratify the supplier agreement with Greer Industries (Lime) for $779,342 with a total of all contracts to be $1,661.148.

24. Health Services – Wilmington Area Rebuilding Ministry, Inc (WARM) Grant
The Board approved the agreement with Wilmington Area Rebuilding Ministry Inc. (WARM) including advancing $20,000 of unspent funds from FY2025 to the current year as a URP grant match for their rehabilitation activities in Brunswick County in FY 2026.

VI. PRESENTATIONS

1. Administration – Cape Fear Resources and Development Presentation
The Board received a presentation from Daneille Darkangelo and Edward Davis regarding services the Cape Fear Resources and Development organization provides.

2. Planning – UDO Modernization Project – Status Update
The Board received a status update on the Unified Development Ordinance (UDO) Modernization Project. The Board engaged in discussion with the consultant and staff on the presentation. Commissioner Sykes made the motion for staff to provide further information regarding proposed approval authorities for rezonings, planned developments, and major subdivisions for discussion and consideration and that staff return to the Board with information giving the authority of final decision on planned developments to the Board of Commissioners. Commissioner Thompson seconded the motion and passed (3-1). The poll is as follows:
Commissioner Thompson: Aye
Commissioner Sykes: Aye
Commissioner Forte: Nay
Commissioner Williams: Aye

VII. PUBLIC HEARING

1. Public Hearing – Public Housing
Commissioner Williams made the motion to open the Public Hearing and Commissioner Sykes seconded and passed unanimously (4 to 0).

Chairman Forte opened the Public Hearing at 5:10 p.m. to receive comments or suggestions on the Public Housing Agency's goals, objectives, and policies.

Hearing no comments, Commissioner Williams made the motion to close the Public Hearing. Chairman Forte seconded and passed unanimously (4 to 0) at 5:11 p.m.

Commissioner Williams made the motion to approve the Five – Year Plan, Certification of Consistency with the State Consolidated Plan and the Civil Rights Certification. Chairman Forte seconded the motion and passed unanimously (4 to 0).

VIII. ADMINISTRATIVE REPORT

1. Clerk to the Board – Consideration of Seat Assignments to the Newly Created Coastal Counties Fishers Coalition.

Commissioner Williams made the motion to appoint Commissioner Cooke to the seat to represent Brunswick County. Commissioner Thompson seconded the motion and passed unanimously (4 to 0).

2. **County Attorney – Requested Amendments to Rules of Procedure - Tabled**
This item was tabled as indicated in III. Adjustments/Approval of the Agenda.

3. **Utilities – Arcadis – Professional Services Agreement – Reclaimed Water Ordinance and Master Plan.**
Bringing forward this item as tabled from July 21, 2025, Regular Meeting. Commissioner Thompson made the motion to authorize the Chairman and the Clerk to the Board to execute the Professional Services Agreement with ARCADIS G&M of North Carolina, Inc. in the amount of $695,000 for engineering services and other related services in association with the Reclaimed Water Ordinance and Master Plan. Commissioner Williams seconded the motion and passed unanimously (4 to 0).

4. **Utilities – King Construction Services Inc. - Longwood Rd Sewer Project**
Commissioner Williams made the motion to approve appropriations, authorize staff to issue a Notice of Award, and to authorize the Chairperson and Clerk to the Board to execute a contract with King Construction Services, Inc. in the amount of $23,054,203.54 for the construction of the Longwood Rd Sewer Project (SRP-W-ARP-0297), contingent upon County Attorney review and approval of the contract, performance and payment bonds, NC E-Verify documentation affidavits of compliance and insurance certificates: contingent upon receiving Authorization to Award from NCDEQ – Division of Water Infrastructure; and authorize the use of $9,435,453.54 in County Funds to supplement the DEQ-DWI-ARPA grant for the project. Commissioner Thompson seconded the motion and passed unanimously (4 to 0).

5. **Utilities – King Construction Services Inc. – Longwood Rd Sewer Project (DEQ-ARPA Grant – Chage Order #1.**
Commissioner Thompson made the motion to approve the Deductive Change Order #1 with King Construction Services in the amount of $4,091,080 reducing the contract amount to $18,963,123.54 with no change in the contract completion date for work associated with the Longwood Road Sewer Project. Commissioner Sykes seconded the motion and passed unanimously (4 to 0).

IX. BOARD APPOINTMENTS

1. **Clerk to the Board – Board Appointment – Town of Sunset Beach Board of Adjustments as the ETJ Member**
Commissioner Thompson made the motion to approve the requested appointment of Karen Hall to the Sunset Beach Board of Adjustments as the ETJ member. Commissioner Williams seconded the motion and passed unanimously (4 to 0).

2. **Clerk to the Board – Board Appointment – TDA**
Commissioner Williams made the motion to appoint Tanisha Green to the Tourism Development Authority as the North Brunswick Chamber Appointee with Commissioner Thompson seconding. The motion passed unanimously (4 to 0).

X. OTHER BUSINESS/INFORMAL DISCUSSION

There is no other business brought before the Board.

XI. CLOSED SESSION

Mr. Batton requested the Board enter Closed Session pursuant to N.C.G.S. 143-318.11(a)(3) to consult with its attorney to preserve the attorney client privilege.

Commissioner Williams made the motion to enter Closed Session at 5:40 p.m. The motion was seconded by Chairman Forte and passed unanimously (4 to 0).

Chairman Forte called the Regular Session to order at 6:12 p.m.

Mr. Batton advised there was nothing to report from Closed Session.

XII. ADJOURNMENT

Commissioner Sykes made the motion to adjourn the meeting at 6:13 p.m. The motion was seconded by Commissioner Williams and passed unanimously (4 to 0).

Mike Forte, Chairman
Brunswick County Board of Commissioners

Attest:

Daralyn Spivey, NCCCC, CMC
Clerk to the Board

BRUNSWICK COUNTY NORTH CAROLINA