

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
October 6, 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 J. Martin Cooke, Vice - Chairman
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
Currie Elkins, IT
Lt. 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 Sykes gave the Invocation and led the Pledge of Allegiance.

III. ADJUSTMENTS/APPROVAL OF AGENDA

Vice – Chairman Cooke made the motion to approve the agenda. Commissioner Williams seconded the motion and passed unanimously (5 to 0).

IV. PUBLIC COMMENT

Mike McDonald spoke to his concerns regarding future grant applications for clean water for all citizens of Brunswick County.

V. APPROVAL OF CONSENT AGENDA

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

1. **Administration – Approval of NCDEQ License for Location of Air Quality Monitoring Equipment at Northwest District Park**
The Board approved the NCDEQ License for location of air quality monitoring equipment at Northwest District Park.

2. **Administration – Approval of the FY 2026 Home and Community Care Block Grant and County Agreement**

The Board approved and executed the FY 2026 Home and Community Care Block Grant for Older Adults Agreement for the Provision of Community-Based Aging Services, the provider packet and attachments for the provision of county-based aging services, County Funding Plan, Provider Services Summaries, Federal Certifications, and Disclosure of Lobbying Activities forms.

- 3. **Administration – Lockwood Folly Inlet Crossing Bend Widener Project**
The Board approved the Town of Holden Beach's request to provide matching funds of \$131,250 to dredge the Lockwood Folly Inlet Crossing for the bend widening project, in accordance with terms laid out by the USACE.
- 4. **Clerk to the Board – Meeting Minutes – September 15, 2025, Regular Meeting**
The Board approved the Meeting Minutes of the September 15, 2025, Regular Meeting.
- 5. **Clerk to the Board – Resolution – Support of Contingency Fund Request for the Intersection of US 17 and Governors Rd Se.**
The Board approved the resolution and funding request for the intersection of US 17 and Governors Rd SE. The Resolution reads as follows:

RESOLUTION IN SUPPORT OF CONTINGENCY FUNDING REQUEST FOR THE INTERSECTION OF US 17 AND GOVERNORS ROAD SE

WHEREAS, the North Carolina Department of Transportation has submitted a request to use President Pro Tem Contingency funds for road improvements at the intersection of US 17 and Governors Road SE in Brunswick County; and

WHEREAS, in order to pursue the necessary funding, the Department of Transportation requires a resolution of support for the project from the Brunswick County Board of Commissioners; and

WHEREAS, the Brunswick County Board of Commissioners has considered the above described request and is in support of road improvements at the intersection of US 17 and Governors Road SE in Brunswick County; and

NOW, THEREFORE, BE IT RESOLVED, by the Brunswick County Board of Commissioners, that it expresses its support of the above-described project recommended by the North Carolina Department of Transportation and requests that the project proceed once the necessary funding has been established.

This, the 6th day of October, 2025.

Mike Forte, Chairman
Brunswick County Board of Commissioners

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

- 6. **County Attorney – Amendment to Contract, Purchasing, and Property Disposal Policy**
The Board approved an amendment to the Contract, Purchasing, and Property Disposal Policy to allow for a more expedited review of information technology items.
- 7. **County Attorney – Bell Meadows Phase 3A Deed of Dedication**
The Board accepted the Deed of Dedication for water and sewer infrastructure in Bell Meadows Phase 3A.
- 8. **County Attorney – Eagle Creek Phase 7 Deed of Dedication**

The Board accepted the Deed of Dedication for water and sewer infrastructure in Eagle Creek Phase 7.

9. County Attorney – Herring Shores Phase 1B & 1D Deed of Dedication

The Board accepted the Deed of Dedication for water and sewer infrastructure in Herring Shores Phase 1B & 1D.

10. County Attorney – Middle Creek Village Ph 1-Sec 2.2 & Phase 2 Deed of Dedication

The Board accepted the Deed of Dedication for water and sewer infrastructure in Middle Creek Village Ph. 1-Sec 2.2 & Phase 2.

11. County Attorney – Oak Harbor Village, Ph 1 Deed of Dedication

The Board accepted the Deed of Dedication for water and sewer infrastructure in Oak Harbor Village, Ph. 1.

12. County Attorney - Osprey Pointe Deed of Dedication

The Board accepted the Deed of Dedication for water infrastructure in Osprey Pointe.

13. County Attorney - Village Greens Phase 2 Section 1 Deed of Dedication

The Board accepted the Deed of Dedication for water infrastructure in Village Greens Phase 2 Section 1.

14. EMS - Stryker Sales, LLC - ProCare Cardiac Monitor and Stretcher - Preventative Maintenance Contract

The Board approved the ProCare preventative maintenance agreement with Stryker Sales, LLC.

15. Finance – Fiscal Items

The Board approved Budget Amendments, Capital Project Ordinances, and Fiscal Items of a routine nature as indicated below:

-Sheriff's Office Continued Projects and Additional Revenue Budget Amendment

Appropriated fund balance of \$799,155 for the rollover of Sheriff's Office restricted revenues received in FY25 needing appropriation in FY26 for use in corresponding programs and continued programs that are not funded with County funds.

-Sewer Construction Division Additional Miscellaneous Revenues Budget Amendment

Appropriated miscellaneous revenues in the amount of \$10,000 in the sewer construction division for necessary repair and maintenance to roadways and vehicles.

-Ocean Isle Beach Capital and Replacement

Appropriated \$9,388 of interest and fund balance of \$179,526 for the rollover of Ocean Isle Beach Capital and Replacement funds transfer to reserve after year-end June 30, 2025, reconciliation.

-West Brunswick Regional Wastewater Capital and Replacement

Appropriated \$886 of interest and fund balance of \$2,442,209 for the rollover of West Brunswick Regional Wastewater Capital and Replacement funds transfer to reserve after year-end June 30, 2025, reconciliation.

-Northeast Brunswick Regional Wastewater Capital and Replacement

Appropriated \$42,493 of interest and fund balance of \$79,501 for the rollover of Northeast Brunswick Regional Wastewater Capital and Replacement funds transfer to reserve after year-end June 30, 2025, reconciliation.

-Financial Reports for June 2025 (unaudited)

Summary Information for General and Enterprise Funds, ARPA, Opioid project statuses, key revenue indicators, and Cash and Investment details are included. All year-to-date fiscal reports are provided at: <https://brunswickcountync.gov/finance/reports>

16. Health Services - Annual Review and Approval of Board of Health Policies

The Board approved Board of Health policies as required by NC Local Public Health Accreditation under NCGS 130A-34.1.

17. Sheriff's Office – GHSP Grant Award Acceptance – LEL

The Board accepted a grant award from the North Carolina Governor's Highway Safety Program (GHSP) for the Region 3 Law Enforcement Liaison position. This is the fifth year of this grant, and federal funds cover 100% of the total award valued at \$30,000.

18. Sheriff's Office – GHSP Grant Award Acceptance – Traffic Unit

The Board accepted a grant award from the North Carolina Governor's Highway Safety Program (GHSP) which will allow for the continuation of the Traffic Unit at the Sheriff's Office. The grant provides federal funding for three deputy positions. This is the fourth year of this grant; the County's share of this award is 75%.

19. Sheriff's Office - Town of Navassa and Sheriff's Office Interlocal Agreement Approval

The Board approved an Interlocal Agreement between the Town of Navassa, Brunswick County, and the Brunswick County Sheriff for off-duty law enforcement services.

20. Social Services – Leland House dba Bluefields NEMT Contract

The Board approved the Non-Emergency Medical Transportation (NEMT) Services contract with Leland House dba Bluefields.

21. Utilities – Biosolids Removal Contract w/EMA Resources, Inc.

The Board approved a 3-year contract with EMA Resources, Inc. for biosolids removal from wastewater treatment facilities in the amount of approximately \$763,200.00 annually.

22. Utilities – Highway 87 Water Main Transmission Project - Grant Evaluation Approval

The Board approved the Brunswick County Grant Application Evaluation Form for a Disaster Relief Supplementation Appropriations Act (DRSAA) grant for the Highway 87 Water Main Transmission Project.

23. Utilities – Jet Vac Equipment Company, LLC Contract

The Board approved a contract in the amount of \$583,187.87 with Jet Vac Equipment Company, LLC for the budgeted purchase of a hydro-excavator.

24. Utilities – Wells Brothers Construction Co. Inc. – Southport Lift Station Replacement Project (DEQ-ARPA Grant) – Construction Agreement

The Board approved appropriations; authorizing the Chairperson and Clerk to the Board to execute a Resolution of Tentative Award for Wells Brothers Construction Co. Inc; authorizing the Chairperson and Clerk to the Board to execute a contract with Wells Brothers Construction Co. Inc in the amount of \$4,498,899 for the construction of the Southport Lift Station Replacement Project (SRP-W-ARP-0105); authorizing staff to issue a Notice of Award, contingent upon County Attorney review and approval of the contract, performance and payment bonds, NC E-Verify documentation, affidavits of compliance, and insurance certificates; as well as receipt of Authorization to Award from NCDEQ – Division of Water Infrastructure; and authorizing the use of \$2,135,377 in County funds to supplement the DEQ-DWI-ARPA grant for the project. The Resolution reads as follows:

RESOLUTION OF TENTATIVE AWARD

WHEREAS, Brunswick County, North Carolina has received bids, pursuant to a duly advertised notice therefore, for construction of the Southport Lift Station Replacement Project (the "Project"); and

WHEREAS, the Project is eligible for State Reserve Program ("SRP") grant funding from the American Rescue Plan Act ("ARPA") through the North Carolina Department of Environmental Quality – Division of Water Infrastructure, as approved under the State Water Infrastructure Authority, and has been assigned Project No. SRP- W-ARP- 0105; and

WHEREAS, the firm of W.K. Dickson & Co., LLC d/ b/ a Ardurra Group North Carolina ("Ardurra"), as consulting Engineer, has received, reviewed, and tabulated the bids and prepared a Recommendation of Award; and

WHEREAS, Wells Brothers Construction Co., Inc. was the lowest responsive, responsible bidder for the Project, with a base bid in the amount of \$4,498,899; and

WHEREAS, Ardurra recommends tentative award to Wells Brothers Construction Co., Inc.

NOW, THEREFORE, BE IT RESOLVED that tentative award is made to the lowest responsive, responsible bidder as follows:

Name of Contractor	Total Base Bid Amount
Wells Brothers Construction Co., Inc.	\$ 4,498,899.00

BE IT FURTHER RESOLVED that such tentative award be contingent upon the approval of the North Carolina Department of Environmental Quality.

Adopted this, the 6th day of October 2025 at Brunswick County, North Carolina.

Mike Forte, Chairman
Brunswick County Board of Commissioners

Attest:
LeAnn Weigand, NCCCC
Deputy Clerk

25. Utilities – Xylem Water Solutions USA, Inc. Contract

The Board approved a contract with Xylem Water Solutions USA, Inc. in the amount of \$147,515.86 for the budgeted purchase of a backup pump for Oak Island Re-pump.

VI. PRESENTATIONS

1. Engineering - Stormwater Manual Updates and Potential Changes to the Stormwater Ordinance

Brigit Flora brought the following update requests from the Board. There will also need to be a Public Hearing held to meet state statutory requirements. The proposed updates include:

1. Update Rainfall Data.
2. Add the 100-year, 24-hour storm as a requirement rather than a recommendation, with a potential exemption for small non-residential sites if they cannot meet the 100-year requirement due to site constraints.
3. Add 20 feet to the riparian buffer (change from 30 ft to 50 ft). This update would also require an update to the Ordinance.
4. Update the Table of Uses in the Riparian Buffer to prohibit stormwater control measures in the riparian buffer.

5. Add 404 delineated wetlands to the riparian buffer requirements, to include a 20 ft riparian buffer.

Commissioner Thompson made the motion to approve the rainfall updates and to set the Public Hearing for November 17, 2025, Regular Board Meeting for the remaining updates listed above. Commissioner Sykes seconded the motion and passed unanimously (5 to 0).

2. Information Technology – Proclamation - IT Cybersecurity Awareness

Vice – Chairman Cooke read the proclamation supporting IT Cybersecurity Awareness Month and made the motion to adopt. Commissioner Williams seconded the motion and passed unanimously (5 to 0). The Proclamation reads as follows:

CYBERSECURITY AWARENESS MONTH IN BRUNSWICK COUNTY 2025

WHEREAS, digital technology is intensely integrated into nearly all aspects of our lives, including daily communication, the workplace, critical infrastructure and online security; and

WHEREAS, the increasing progression of technology presents new and evolving cyber threats that pose continual risks to individuals, businesses, and our local communities; and

WHEREAS, Cybersecurity Awareness Month provides a strategic opportunity each October to educate our employees and encourage the adoption of simple yet effective measures to enhance online security; and

WHEREAS, this year's theme, "Stay Safe Online," emphasizes the power of small, everyday actions that will make a big difference in safeguarding our digital lives; and

WHEREAS, adopting the "Core 4": of using strong passwords and a password manager, enabling multifactor authentication (MFA), recognizing and reporting scams, and keeping software updated; enables individuals to protect themselves, their families, and their workplaces from online threats; and

WHEREAS, we encourage Brunswick County communities, citizens, and employees to participate in Cybersecurity Awareness Month by learning about the most recent cyber threats and implementing safe online practices and specifically practicing the "Core 4" of cybersecurity to protect our digital domain.

NOW, THEREFORE, I, Mike Forte, Chairman of the Brunswick County Board of Commissioners and on behalf of the Brunswick County Board of Commissioners, do hereby proclaim October 2025 as Cybersecurity Awareness Month.

This, the 6th day of October, 2025.

Mike Forte, Chairman
Brunswick County Board of Commissioners

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

VII. ADMINISTRATIVE REPORT

1. Administration – Fiscal Year-End June 30, 2025, County Manager's Report and Capital Project Funding

The Board received information for the Fiscal Year Ended June 30, 2025. Commissioner Sykes made the motion to approve an appropriation of fund balance

to fund future projects planned in the 5-Year Capital Improvement Plan and one-time capital items identified but not funded through the FY 2026 budget process. Commissioner Williams seconded the motion and passed unanimously (5 to 0).

2. Sheriff's Office - Lease Agreement with BEMC

Chairman Forte made the motion to approve the lease with Brunswick Electric Membership Corporation for Sheriff's Office use subject to review and approval by the County Attorney. The value of the lease is \$24,000 a year with Vice – Chairman Cooke seconding. The vote for approval passed (4 to 1) in favor of approving the lease agreement. The poll is as follows:

Commissioner Thompson: Aye

Commissioner Forte: Aye

Commissioner Cooke: Aye

Commissioner Sykes: Nay

Commissioner Williams: Aye

3. Utilities – Mid Atlantic Industrial Rail Park Water Tank – Notice of Award – Disaster Supplemental Funds (EDA) Feasibility Study

Vice – Chairman Cooke made the motion to accept the Grant Notice of Award (NOA) from the U.S. Economic Development Administration (EDA) in the amount of \$6,751,000 for the Mid-Atlantic Industrial Rail Park (MAIRP) Water Tank Project and authorize the County Manager to sign and submit all required grant documents. Commissioner Williams seconded the motion and passed unanimously (5 to 0).

VIII. BOARD APPOINTMENT

1. Clerk to the Board – Board Appointment – Bolivia ETJ Planning Board Appointee

Commissioner Williams made the motion to appoint Mr. Gregory Hedgepeth as the Bolivia Planning Board ETJ Appointee. Commissioner Thompson seconded the motion and passed unanimously (5 to 0).

2. Clerk to the Board – Board Appointment – Nursing Home and Adult Care Home Community Advisory Committee

Commissioner Thompson made the motion to reappoint Mr. Charles Gulas to a term of seven (7) months to get his appointment in line with the remaining Board appointments that occur annually in May. Commissioner Williams seconded the motion and passed unanimously (5 to 0).

3. Clerk to the Board – Re-appoint County Manager Steve Stone to the Jury Commission

Vice – Chairman Cooke made the motion to reappoint Mr. Stone to the Jury Commission as the Board of Commissioners appointee. Commissioner Williams seconded the motion. The vote for approval passed (4 to 1) in favor of approving the appointment of Mr. Stone. The poll is as follows:

Commissioner Thompson: Aye

Commissioner Forte: Aye

Commissioner Cooke: Aye

Commissioner Sykes: Nay

Commissioner Williams: Aye

IX. OTHER BUSINESS/INFORMAL DISCUSSION

Commissioner Sykes:

Board of Education Bond Referendum

Would like to have an open discussion with the Brunswick County Board of Education regarding bond referendum placement on the March 2026 Primary Ballott request and their presentation of September 15, 2025, Board of Commissioners Meeting. Mr. Stone did confirm that deadlines of the Board of Elections could be met if the Board of Education comes to the Board of Commissioners on October 20, 2025, with firm numbers for their request. Chairman Forte made the motion to ask the Board of Education to return to the Board of Commissioners Meeting on October 20, 2025, with a presentation and a firm number for the requested GO Bond Referendum. Commissioner Sykes seconded the motion and passed unanimously (5 to 0).

Lack of Staff Communication

On November the 8th 2012, the citizens of Brunswick County voted for me as their District 3 Commissioner. Winning my first primary election on May 8th, 2012, in a four-way race was very unusual. I was honored. In each election I have had an opponent in the primary and the general election due to certain individuals, including some of this room, searching out and helping those candidates. In each one of these elections, I have retained a high vote from the citizens, but during the last four years I have been cut off from representing my constituents. In September 2022, I sent an e-mail to Staff and other Commissioners about concerns and there was no response. I continue to make requests, but for some unknown reason, I continue to get a no answer or half an answer. Not sure half the time what the truth really is. This year I requested the manager to schedule meetings, reference the fire tax and another meeting about sewer. The meetings have to date, not included me, until this afternoon. He came to me and said that he could schedule a meeting. At our meeting in September, the School Board presented the school bond. Staff and Commissioners were part of that liaison meeting; however, I was never updated on the bond issue until that night. With the fire tax coming at the same time as the school bond, this is going to be a nightmare for all of us. Procrastination and putting a band-aid on issues and spending just like we did today where there is no need, has created all of this. I'm tired of getting updated by the citizens of the County on issues that I have never been advised on or updated on. I get calls constantly "Did you know....."? You need to know as an elected Commissioner; I represent the public. I am supposed to serve as a link between the County government and the Community, addressing concerns and advocating for the County's interests. That is why I'm requesting that when I ask for a meeting, I am granted one. I know we can only have two Commissioners, but that is not the issue here. I'm also requesting timely updates from this day forward on committee meetings. Am I making myself clear?

Commissioner Thompson:

FEMA Letter

The FEMA letter that was received in the Correspondence Packet regarding the area in District 1, is there any update? Mr. Stone advised he had not read that letter at this time, but would report back.

Developer Lawsuit:

Requesting an update on a lawsuit against the County that he learned about in the newspaper. Mr. Batton stated the lawsuit is currently on hold as the Developer filed it to protect his appeal rights. A revision of their site plan will be submitted to the Planning Board for consideration.

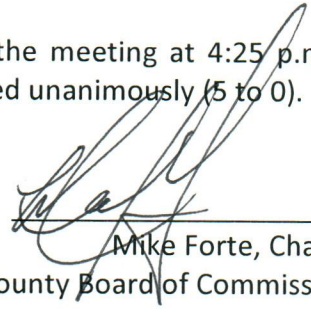
Commissioner Cooke:

Southport Mass Shooting

Praised the team of responders and the speed of which all partners responded. Going forward he would like to see a more unified communication regarding any public events that might occur post-event.

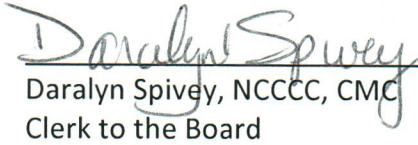
X. ADJOURNMENT

Commissioner Williams made the motion to adjourn the meeting at 4:25 p.m. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).



Mike Forte, Chairman
Brunswick County Board of Commissioners

Attest:



Daralyn Spivey, NCCCC, CMC
Clerk to the Board

