BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
January 20, 2026
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 Meagan Kascsak, Communications Director Currie Elkins, IT Lt. Hester, 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

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

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chairman Forte asked for adjustments to the agenda.

Commissioner Thompson requested an update with the latest decision of Division of Water Quality and how it affects Brunswick County as item VIII 5, under Administrative Report. Vice – Chairman Cooke requested to move Board Appointments from VIII1 and VIII2 following the Adjustments and Approval of the Agenda section and prior to Public Comment, now identified as Board Appointments IV1 and IV2.

Commissioner Williams made the motion to approve the agenda as amended. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).

IV. BOARD APPOINTMENTS

1. **Clerk to the Board - Board Appointment – TDA District 5 Appointee**
Commissioner Williams made the motion to appoint Mr. Thom Kelly as the District 5 appointee to the Tourism Development Authority. Chairman Forte seconded the motion and passed unanimously (5-0).

2. **Clerk to the Board – Bolivia Planning Board ETJ Appointment**
Chairman Forte made the motion to approve the appointment of Mr. Kevin Jones as the Planning Board ETJ Appointee for the town of Bolivia. Vice – Chairman Cooke seconded the motion and passed unanimously (5 to 0).

V. PUBLIC COMMENTS

Mary Ayres spoke of her concerns regarding growth within the County.

Josh Kirby spoke of his concerns regarding development in the County.

Ed Dziadul spoke of his concerns with the current Maco Road project and the issues he has with the developer and his private road identified as Partick Drive.

Nancy Dziadul spoke of her concerns with the current Maco Road project, the issues she has with the developer and her private road identified as Patrick Drive.

Shirley Sullivan spoke to her concerns with the lack of addressing PFAS in the Goals and Objectives Workshop within the Soil & Water presentation.

Cindy Phillips, President of the Friends of the Library, spoke of her gratitude for the support of the Library's annual budgeting.

Carl Parker, President of the local NAACP, spoke to his concerns about access for all to have clean water.

Sara Singer spoke to her concerns of PFAS in her water supply.

Keith McGee, Vice President of the Brunswick County Fire Chiefs Association, spoke to his gratitude while working with the County in creating the Fire Services Agreement.

Michael Darby supports the comments of Mr. Parker earlier and his concerns with water availability to the underserved of the County.

VI. APPROVAL OF CONSENT AGENDA

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

1. **Clerk to the Board** – JCPC Roster Approval
The Board approved the roster for the JCPC effective November 2025.

2. **Clerk to the Board – Meeting Minutes – December 1, 2025**
The Board approved the Meeting Minutes for December 1, 2025.

3. **County Attorney - Cedar Hill Landing, Phase K, Sec 2 Deed of Dedication**
The Board accepted the Deed of Dedication for water and sewer infrastructure for Cedar Hill Landing, Phase K, Sec 2.

4. **County Attorney - Coastal Club of the Carolinas, Ph 3B and 4A Deed of Dedication**
The Board accepted the Deed of Dedication for water and sewer infrastructure for Coastal Club of the Carolinas, Ph 3B and 4A.

5. **County Attorney - Fairway Acres Deed of Dedication**
The Board accepted the Deed of Dedication for water and sewer infrastructure for Fairway Acres.

6. **County Attorney - Fox Run Subdivision Deed of Dedication**
The Board accepted the Deed of Dedication for water and sewer infrastructure for Fox Run Subdivision.

7. **County Attorney - Hunter's Trace Deed of Dedication**
The Board accepted the Deed of Dedication for water and sewer infrastructure for Hunter's Trace.

8. **County Attorney - Oak Harbor Village, Phase 2 Deed of Dedication**
The Board accepted the Deed of Dedication for water and sewer infrastructure for Oak Harbor Village, Phase 2.

9. **County Attorney - River Tide Farms, Ph 3 Deed of Dedication**
The Board accepted the Deed of Dedication for water and sewer infrastructure for River Tide Farms, Ph 3.

10. **County Attorney - The Village at Brunswick Plantation, Ph 2, Lots 51-84 & 173-196 Deed of Dedication**
The Board accepted the Deed of Dedication for water and sewer infrastructure for The Village at Brunswick Plantation, Ph 2, Lots 51-84 & 173-196.

11. **EMS - Brunswick County EMS Rate Adjustments**
The Board approved the EMS rate change based on the 2026 Rural Medicare Allowable rates.

12. **Finance - Brunswick County Schools Agency Agreement**
The Board approved and authorized the Chairman to execute an Agency Agreement between the Brunswick County Board of Education and Brunswick County.

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

-Sheriff's Trust Additional Revenues Budget Amendment
Appropriated additional Sheriff's Trust revenues in the amount of $300,000 in the corresponding expenditure line.

-Southeast Area Improvements Budget Amendment and CPO
Transferred $60,000 of funds from the water capital reserve to the Southeast Area Improvements project for easements necessary to complete the project.

-Transmission Line Reimbursement Budget Amendment
Appropriated Wastewater Expendable Net Assets Appropriated in the amount of $250,000 for agreements entered into under the Sewer Use Ordinance.

-Water and Wastewater System Development Fees Budget Amendments
Appropriated $11,818,307 of water and sewer system development fee revenues to be transferred to the Enterprise Capital Reserve Funds. These funds were collected in compliance with North Carolina General Assembly amended Chapter 162A, Article 8 of the General Statues, amended by House Bill 436. These reserves will be used to fund eligible capital improvement projects.

-Public Housing Port-In Voucher Budget Amendment
Appropriated additional port-in voucher revenues and associated port-in voucher expense.

-Airport Grant 46333.1.1 Work Authorization Amendment 1 Budget Amendment and CPO

Appropriated additional Airport grant revenue in the amount of $49,470 for work authorization amendment 2 as approved by NC Department of Transportation.

-Financial Reports for December 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

14. **Finance – Rounding Policy to Avoid Pennies**
The Board approved a broad policy authorizing administration to implement rounding to the nearest $0.05, where applicable and beneficial, on a function-by-function basis. This approach will be applied uniformly across all similar payments and would eliminate the need to handle pennies and provide a consistent and transparent rule for staff and payers.

15. **Finance - Series 2026 Limited Obligation Bonds Issuance and Amend Edifice Agreement to Add Subdivision Plat Funding**
The Board approved funding to pay the costs of issuing the 2026 Limited Obligation Bonds and grant signatory authority for the financing agreements to the Finance Director. Additionally, provide funding to amend the Edifice agreement to add the subdivision of a plat.

16. **Information Technology - EagleView- Pictometry Multi-Year Agreement**
The Board approved a new 6-year agreement with EagleView (Pictometry Vendor) to provide the County with 3" aerial imagery tiles of each complete flight for the duration of the agreement. This new agreement comes with a cost savings for the County and will provide the 3" tiles which are preferred by County Staff.

17. **Operation Services - Champion Systems Inc. Goods and Services Agreement - DDC Controls for Ash-Waccamaw Multi-Use Building**
The Board approved a Goods and Services Agreement with Champion Systems Inc. in the amount of $20,850.

18. **Operation Services - USACE Grant Application and Award**
The Board approved the Brunswick County Grant Application Evaluation form for the solicitation of award for mosquito control services with the United States Army Corps of Engineers (USACE) Wilmington Harbor location and approve awarded contract with USACE for the base year with a period of performance from January 1, 2026 to December 31, 2026, plus four one-year options and delegate authority to the county manager to approve/sign future documents (options, modifications, agreements, etc.) related to this award and funding.

19. **Sheriff's Office - GHSP LEL Grant Application Approval**
The Board approved a grant application for the continuation of the Law Enforcement Liaison position with the North Carolina Governor's Highway Safety Program. This grant is 100% funded with no match, valued at $30,000

20. **Sheriff's Office - GHSP Traffic Unit Grant Application Approval**
The Board approved a grant application with the Governor's Highway Safety Program for the creation of four new positions in the Traffic Unit. This is a new cycle of this grant that the Brunswick County Sheriff's Office has participated in for decades. This first year of the grant cycle requires a 15% match from the County.

21. **Sheriff's Office - NCDPS MOA Agreement Approval**
The Board approved a Memorandum of Agreement with the North Carolina Department of Public Safety and the Brunswick County Sheriff's Office to continue providing juvenile detention services at the Brunswick County Detention Center.

22. **Sheriff's Office - RISE Program Agreement Approval**
The Board approved and authorized the County Manager and Sheriff to execute an agreement with the Pitt County Sheriff's Office to participate in the RISE program. RISE, which stands for "Restoring Individuals Safely and Effectively," is a detention-center–based capacity restoration program.

23. **Tax - January 2026 Tax Releases**
The Board approved the January 2026 releases.

24. **Utilities - Crescent Structures, Inc. Contract for Collections Bay Enclosures**
The Board approved a contract with Crescent Structures, Inc. in the amount of $221,513.00 for Collections bay enclosures.

25. **Utilities - HD Supply Facilities Maintenance, d/b/a USA BlueBook Contract Amendment Approval**
The Board approved an amended contract with HD Supply Facilities Maintenance d/b/a USABlueBook.

26. **Utilities - Dewberry - Utilities Sewer Construction Budget Amendment**
The Board approved additional funds in the amount of $92,500 to have adequate funds for the remainder of the year.

27. **Utilities - T-Mobile Contract for Shallotte Point Water Tank License**
The Board approved the contract to grant T-Mobile a license to use the Shallotte Point Water Tank.

28. **Utilities - Wastewater Treatment Chemicals Contracts with CITCO Water for Caustic Soda and Chlorine in the amount of $962,350.66**
The Board approved two (2) 3-year contracts with CITCO Water in the amount of $962,350.66 for wastewater treatment chemicals.

VII. PUBLIC HEARING

1. **Engineering - (Brigit Flora) Update to the Stormwater Quality Management and Discharge Control Ordinance and the Stormwater Management Manual**
Brigit Flora advised the Board of the staff recommendation to approve the proposed amendments to the Stormwater Quality Management and Discharge Control Ordinance and the Stormwater Management Manual. The update would include adding the 100-year, 24-hour design storm control as a requirement rather than a recommendation and adding an exemption for smaller sites that cannot meet the 100-year, 24-hour design storm control requirements due to site constraints.

   Commissioner Thompson made the motion to open the Public Hearing. Vice - Chairman Cooke seconded the motion and passed unanimously (5-0).

   Chairman Forte opened the public hearing at 6:48 p.m. with the following comments:

   Ernie McLaney spoke to his concerns regarding the 100-year storm usage and the 24-hour standard within the proposed changes.

   Hearing no further comments, Commissioner Thompson made the motion to close the Public Hearing. Vice – Chairman Cooke seconded the motion and passed unanimously (5-0).

Commissioner Thompson made the motion to approve the staff recommendation to approve the proposed amendments to the Stormwater Quality Management and Discharge Control Ordinance and the Stormwater Management Manual to include adding the 100-year, 24-hour design storm control as a requirement rather than a recommendation and adding an exemption for smaller sites that cannot meet the 100-year, 24-hour design storm control requirements due to site constraints. Commissioner Sykes seconded the motion and passed unanimously (5-0).

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2. Planning - (Kirstie Dixon) Rezoning Case Z-928 Appeal Request

Kirstie Dixon brought before the Board the rezoning case Z-928 tax parcel 0720000116. Planning Board approved the re-zoning (5-1) recommendation and the Planning Staff recommendation is to approve the re-zoning from RR (Rural Low Density Residential) to R-6000 (High Density Residential).

Per NCGS, zoning regulations shall be made in accordance with a comprehensive plan. Prior to adopting or rejecting any zoning amendment (including map and text amendments), a statement regarding plan consistency shall be adopted.

This request is not consistent with the Blueprint Brunswick 2040 Comprehensive Plan place type designation and consistent with the goals, recommendations, and policies of the plans adopted by Brunswick County (listed below). Staff also finds the request reasonable, appropriate, and in the public interest based upon the following findings:

1. The Blueprint Brunswick 2040 Comprehensive Plan (CAMA Plan) goals & objectives support the rezoning:
   - Consistent with the goals and objectives
     - HN-1. Expand housing choices within Brunswick County to respond to changing preferences and to increase housing affordability in the county.
     - HN-2. Minimize impacts to and invest in established residential areas.

2. Consistent with the characteristics of the area and existing zoning in the area.

3. The Residential Suitability Map indicates the parcel as suitable for residential development.

Commissioner Williams made the motion to open the Public Hearing. Vice – Chairman Cooke seconded the motion and passed unanimously (5-0).

Chairman Forte opened the Public Hearing at 7:19 p.m. The following comments were heard:

Rick Linton, property owner spoke in favor of the rezoning request.

The following individuals signed up to speak and were all in favor of the request:

Todd Gillette
Travis Gillette
Pearl Gillette
Hazel Gillette
Amber Gillette
Capt. Thomas Lokey
Randy Chevalior
Alyssa Weikle

Larry Kasotsky
Kurt Reinor

Ryan and Sara Godfrey, who were present at the Planning Board meeting and opposed to the request, were not present tonight.

Hearing no further comments, Chairman Forte closed the Public Hearing at 7:25 p.m.

Chairman Forte made the motion to approve the associated consistency statement and the change in zoning as staff and the Planning Board recommends. Vice – Chairman Cooke seconded the motion and passed unanimously (5-0).

VIII. ADMINISTRATIVE REPORT

1. **Administration - Engineering Services Restructuring**
The Board of Commissioners considered a request to reorganize the Brunswick County Engineering Services Department to gain efficiency by moving duties and personnel related to Utilities Infrastructure development to the Utilities Department. Commissioner Williams made the motion to table this item to as soon as the February 2, 2026, Regular Meeting, but not required and for staff to return with more definitive breakdown of the rolls of each department. Vice – Chairman Cooke seconded the motion and passed unanimously (5-0).

2. **Administration - Proposed Fire Services Agreement**
The Board received information regarding County funding of the fire service for FY 2027. No action was taken.

3. **Clerk to the Board - Brunswick Guarantee Policy Change Discussion**
Commissioner Williams brought forward a request from McKenzie Provost, the Brunswick County 4H Delegate for Youth Voices this past year, to allow those students who attended virtual classes to apply for the Brunswick Guarantee. Commissioner Sykes made the motion to table this item to a future date pending a discussion with Brunswick Community College. Commissioner Williams seconded the motion and passed unanimously (5-0) with a March timeframe to allow for any budgeting considerations.

4. **Governing Board - Resolution — FY27 Board of Commissioners Regular Meeting Schedule**
Commissioner Williams made the motion to approve the FY27 Board of Commissioners Regular Meeting Schedule Resolution. Commissioner Thompson seconded and passed unanimously (5-0). The Resolution reads as follows:

RESOLUTION OF THE BRUNSWICK COUNTY BOARD OF COMMISSIONERS AMENDING THE FY 2026-2027 REGULAR MEETING SCHEDULE

WHEREAS, N.C.G.S. 153A-40, provides for a resolution establishing regular meeting dates of the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED that the Brunswick County Board of Commissioners' does hereby establish the FY2026-2027 meeting schedule to include one Regular meeting to occur the first Monday of each month at 3:00 p.m. and one Regular meeting to occur the third Monday of each month at 6:00 p.m., excluding holidays as shown below, and that such meetings will be held in the David R. Sandifer County Administration Building, 30 Government Center Dr., Bolivia NC, in the County Commissioners' Chambers. Special meetings will be scheduled as needed.

REGULAR MEETING SCHEDULE

July 6, 2026 at 3:00 p.m.
August 3, 2026 at 3:00 p.m.
August 17, 2026 at 6:00 p.m.
September 8, 2026 at 3:00 p.m.
September 21, 2026 at 6:00 p.m.
October 5, 2026 at 3:00 p.m.
October 19, 2026 at 6:00 p.m.
November 2, 2026 at 3:00 p.m.
November 16, 2026 at 6:00 p.m.
December 7, 2026 at 3:00 p.m.
January 19, 2027 at 6:00 p.m.
February 1, 2027 at 3:00 p.m.
February 15, 2027 at 6:00 p.m.
March 1, 2027 at 3:00 p.m.
March 15, 2027 at 6:00 p.m.
April 5, 2027 at 3:00 p.m.
April 19, 2027 at 6:00 p.m.
May 3, 2027 at 3:00 p.m.
May 17, 2027 at 6:00 p.m.
June 7, 2027 at 3:00 p.m.
June 21, 2027 at 6:00 p.m.

Adopted this, the 20th day of January 2026.

Mike Forte, Chairman
Brunswick County Board of Commissioners

ATTEST:
Daralyn Spivey, NCCCC/CMC
Clerk to the Board

1. **Administration – Update on Division of Water Quality Interpretation of 2023 Changes in Permit Legislation**
   Steve Stone updated the Board on the status of wastewater line extension permitting in the County.

IX. OTHER BUSINESS/INFORMAL DISCUSSION

No further business before the Board.

X. CLOSED SESSION

The Board entered Close Session pursuant to N.C.G.S. 143-318.11(a)(1)(3) to approve Closed Session Minutes from the December 1, 2025, meeting and to consult with its attorney in order to preserve the attorney-client privilege.

Mr. Batton noted the above statutory requirements.

Commissioner Williams made the motion to enter Closed Session at 9:24 p.m. The motion was seconded by Commissioner Thompson and passed unanimously (5 to 0).

Chairman Forte called the Regular Session to order at 9:40 p.m.

Mr. Batton advises he has nothing to report from Closed Session, however he requested a motion to recess this meeting until 10:30 a.m., January 21, 2026, at which time the Board will return to Closed Session.

Commissioner Sykes moved to recess the meeting until 10:30 a.m. tomorrow, January 21, 2026 at 9:41 p.m. The motion was seconded by Vice – Chairman Cooke and passed unanimously (5 to 0).

January 21, 2026
10:30 a.m.

Chairman Forte reconvened the meeting at 10:30 from the recessed Regular Meeting of January 20, 2026. All those listed as present above remain present today.

Mr. Batton requested the Board resume to Closed Session Meeting pursuant to N.C.G.S. 143-318.11(a)(1)(3) to consult with its attorney in order to preserve the attorney-client privilege.

Returning from Closed session Chairman Forte called the Regular Session to order at 10:47 a.m.

Mr. Batton advises that on March 7, 2025, the County filed a condemnation order for parcel 0100003 for use for a water reservoir that will be approximately 56 acres in size, sitting on a totaling 380-acre tract of wooded land for a total cost of $8.7M.

Commissioner Thompson made the motion to appropriate the funding and the associated capital project ordinance for the closing settlement costs for condemnation. Vice – Chairman Cooke seconded the motion and passed unanimously (5-0).

Vice – Chairman Cooke made the motion to adjourn the meeting at 10:50 a.m. Commissioner Williams seconded the motion and passed unanimously (5-0).

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Mike Forte, Chairman
Brunswick County Board of Commissioners

Attest:

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