

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
COUNTYWIDE GOALS WORKSHOP
FEBRUARY 21 & 22, 2022
12:00 P.M.**

The Brunswick County Board of Commissioners held a Workshop on the above date at 12:00 p.m., Commissioners' Chambers, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.

PRESENT: Commissioner Randy Thompson, Chairman
Commissioner Mike Forte, Vice-Chairman
Commissioner Pat Sykes
Commissioner Frank Williams
Commissioner J. Martin Cooke

STAFF: Steve Stone, County Manager
David Stanley, Deputy County Manager
Haynes Brigman, Deputy County Manager
Bob Shaver, County Attorney
Aaron Smith, Finance Director
Daralyn Spivey, Clerk to the Board
Raquel Perez, Deputy Clerk to the Board
Meagan Kasczak, Communications Director
Neal Galloway, MIS
Lt. Lamar Siler, 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 Thompson called the meeting to order at 12:20 p.m.

II. ORDER OF BUSINESS

Chairman Thompson gave the Invocation and led the Pledge of Allegiance.

Chairman Thompson asked for any adjustments to the agenda. No adjustments were requested.

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

Mr. Stone provided opening remarks.

The following items were presented and discussed:

- **Operations Services - FY 22/23 Goals & Objectives (Stephanie Lewis, Director)**

No action was taken following the presentation.

- **Engineering - FY 22/23 Goals & Objectives (William Pinnix, Director)**

No action was taken following the presentation.

- **Planning - FY 22/23 Goals & Objectives (Kirstie Dixon, Director)**

No action was taken following the presentation.

- **Community Enforcement - FY 22/23 Goals & Objectives (Kirstie Dixon, Director)**

No action was taken following the presentation.

- **Code Enforcement - FY 22/23 Goals & Objectives (Michael Slate, Director)**

. No action was taken following the presentation.

- **Soil and Water - FY 22/23 Goals & Objectives (Elliot Swain, Director)**

No action was taken following the presentation.

Chairman Thompson recessed the meeting at 2:06 p.m. for a break.

Chairman Thompson called the meeting back to order at 2:20 p.m.

- **Human Resources/Risk Management - FY 22/23 Goals & Objectives (Melanie Turrise/Andy Yoos, Directors)**

No action was taken following the presentation.

- **County Attorney - FY 22/23 Goals & Objectives (Bob Shaver, Attorney)**

No action was taken following the presentation.

- **Tax - FY 22/23 Goals & Objectives (Jeff Niebauer, Tax Administrator)**

No action was taken following the presentation.

- **Parks & Recreation - FY 22/23 Goals & Objectives (Aaron Perkins, Director)**

No action was taken following the presentation.

- **Cooperative Extension - FY 22/23 Goals & Objectives (Matt Lenhardt, Director)**

No action was taken following the presentation.

- **Information Technology – FY 22/23 Goals & Objectives (Cindy Hewett, Director)**

No action was taken following the presentation.

- **Communications – FY 22/23 Goals & Objectives (Meagan Kascsak, Director)**

No action was taken following the presentation.

Commissioner Sykes made the motion to recess the meeting until February 22, 2022, at 9:00 a.m. with Commissioner Cooke seconding and all in favor (5 to 0).

Chairman Thompson recessed the meeting at 4:15 p.m. until February 22, 2022 at 9:00 a.m.

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
COUNTYWIDE GOALS WORKSHOP
FEBRUARY 22, 2022
9:00 A.M.**

The Brunswick County Board of Commissioners reconvened the Workshop on the above date at 9:00 a.m., Commissioners' Chambers, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.

PRESENT: Commissioner Randy Thompson, Chairman
Commissioner Mike Forte, Vice-Chairman
Commissioner Pat Sykes
Commissioner Frank Williams
Commissioner J. Martin Cooke

STAFF:

- Steve Stone, County Manager
- David Stanley, Deputy County Manager
- Haynes Brigman, Deputy County Manager
- Bob Shaver, County Attorney
- Aaron Smith, Finance Director
- Daralyn Spivey, Clerk to the Board
- Raquel Perez, Executive Assistant
- Meagan Kascsak, Communications Director
- Neal Galloway, MIS
- Lt. Tate Bond, Sheriff's Office

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Chairman Thompson reconvened the meeting at 9:00 a.m.

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

- **Register of Deeds - FY 22/23 Goals & Objectives (Brenda Clemmons, Register of Deeds)**

No action was taken following the presentation.

- **BSRI - FY 22/23 Goals & Objectives (Jim Fish, Executive Director)**

No action was taken following the presentation.

- **Emergency Services - FY 22/23 Goals & Objectives (Edward Conrow, Director)**

No action was taken following the presentation.

- **Sheriff's Department - FY 22/23 Goals & Objectives (John Ingram, Sheriff)**

No action was taken following the presentation.

- **Board of Elections - FY 22/23 Goals & Objectives (Sara LeVere, Director)**

No action was taken following the presentation.

- **Library – FY 22/23 Goals & Objectives (Patricia Dew, Director)**

No action was taken following the presentation.

- **Health Services - FY 22/23 Goals & Objectives (Cris Harrelson, Director)**

No action was taken following the presentation.

- **Social Services - FY 22/23 Goals & Objectives (Cathy Lytch, Director)**

No action was taken following the presentation.

- **Public Housing - FY 22/23 Goals & Objectives (Cathy Lytch, Director)**

No action was taken following the presentation.

- **Veterans Services - FY 22/23 Goals & Objectives (Anita Hartsell, Director)**

No action was taken following the presentation.

- **Utilities - FY 22/23 Goals & Objectives (Donald Dixon, Deputy Director)**

No action was taken following the presentation.

- **Preliminary Enterprise Fund Capital Improvement Project – FY 22/23 Goals & Objectives (Bob Tweedy, Senior Utilities Manager)** Mr. Stone advised the Board that the amount of debt that is required to take on improvements will likely require increasing Capital Recovery Fees in the FY Budget 22/23.

No action was taken following the presentation.

- **Current Budget Performance and FY22/23 Budget Review (Steve Stone, County Manager)** Revenues have been strong when compared with the budget and expenditures are also on the increase, although remain within budget. There has been an increase of 2500 (+/-) water and 1600 (+/-) wastewater customers with all indications showing a continued strong growth for Brunswick County.

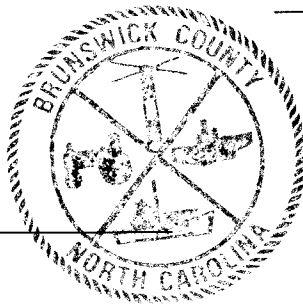
No action was taken following the presentation.

- **Closing Remarks (Steve Stone, County Manager)** Turnover rate ending June 30, 2021, specific to Utilities, has been 7.2%. From July 1, 2021, to current is 11%. Removing retirees from the rate, the turnover is 6.4% and 7.9% respectively, which leaves room for improvement and Administration recognizes the need to be more competitive with the benefits. Staff will also work toward retaining the current tax rate.
- **Board Comments/Discussion:**
 - Commissioner Williams: The funding to BSRI needs to remain within the parameters of the goals and objectives. The Veterans Services Department discussions were valuable and increasing staffing as necessary across the County.
 - Vice-Chairman Forte: The process over the last two (2) days have been very beneficial and agrees with the comments regarding Veterans Services. Agrees with the need for the increase of Capital Recovery Fees.
 - Commissioner Sykes: Appreciates the work Staff put into the presentations and will work toward the tax rate at no increase.
 - Commissioner Cooke: Appreciates Staff's work on each presentation. Veterans Service, Law Enforcement, the cafeteria at the Detention Center needs to be looked at along with the technology of virtualizing Staff to work remotely. The County needs to stay in step with the growth of the area in all aspects.
 - Chairman Thompson: Looking forward to seeing the budget presentation in May.

Commissioner Sykes moved to adjourn at 1:30 p.m. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

Attest:

Daralyn Spivey
Daralyn Spivey, NCCCC
Clerk to the Board



Randy Thompson
Randy Thompson, Chairman
Brunswick County Board of Commissioners