

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
February 21, 2022
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 Randy Thompson, Chairman
 Commissioner Mike Forte, Vice-Chairman
 Commissioner J. Martin Cooke
 Commissioner Pat Sykes
 Commissioner Frank Williams

STAFF: Steve Stone, County Manager
 Bob Shaver, County Attorney
 David Stanley, Deputy County Manager
 Haynes Brigman, Deputy County Manager
 Aaron Smith, Finance Director
 Daralyn Spivey, Clerk to the Board
 Meagan Kasczak, Communications Director
 Neal Galloway, IT
 Raquel Perez, Executive Assistant
 Lt. Jeff Beck, 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 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 Thompson asked for 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).

IV. PUBLIC COMMENTS

- Denise Donnelly spoke to efforts of the Board of Commissioners and particularly Chairman Thompson’s comments regarding the current advertisement of Chemours.
- Carl Parker spoke to the superfund site and the need for a qualified minority contractor to hold that contract and bring attention to the article in Ideal Living magazine.
- Mary Knight spoke to the efforts of the Board of Commissioners, specifically Chairman Thompson, in addressing the Chemours issues at hand.
 - Chairman Thompson commented that any comments regarding Chemours has been vetted and approved by both the remaining Board members and Staff alike.

V. APPROVAL OF CONSENT AGENDA

Vice-Chairman Forte moved to approve the Consent Agenda as presented. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0). See individual items for approval status:

1. **Administration – Change for Financial Advisory Services Phase Three (3) School General Obligation Bonds - Approved**
The Board of Commissioners received information and approved the agreement with Davenport Public Finance due to the termination of the contract with Stifel, Nicolaus & Company, Inc. to serve as the county's financial advisor for the upcoming phase three (3) general obligation bonds issue of \$51,500,000.
2. **Administration – Surplus Property Offers for Upset Bid Process - Approved**
The Board of Commissioners accepted, subject to the upset bid process, offers that have been submitted for surplus parcels that meet the value parameters previously established by the Board.
3. **Board Appointment – Fire Fee Committee – Southport Fire District – Approved**
The Board of Commissioners appointed Ms. Rebecca Kelly as the community member to represent the Southport Fire District on the Fire Fee Committee.
4. **Clerk to the Board – Meeting Minutes – January 18, 2022 - Approved**
The Board of Commissioners approved the draft minutes from the January 18, 2022 Regular Meeting.
5. **County Attorney – Cameron Woods Deed of Dedication, Phase 4A, Lots 6-16, 53-58, & 77-79 - Approved**
The Board of Commissioners accepted the Deed of Dedication for water and sewer infrastructure for Cameron Woods, Phase 4A, Lots 6-16, 53-58, & 77-79.
6. **County Attorney – Deed of Dedication - For The Sanctuary at Sunset Beach, Phase 1 - Approved**
The Board of Commissioners accepted the Deed of Dedication for water and sewer infrastructure for The Sanctuary at Sunset Beach, Phase 1.
7. **County Attorney – Land Transfer and Easement for Department of Transportation - Approved**
The Board of Commissioners accepted the conveyance of 0.012 of an acre and grant an easement to the NCDOT for utilities, drainage, and construction in order to facilitate a bridge project on N. Mulberry Rd. in Shallotte.
8. **County Attorney – The Hamptons, Ph. 2 Lots 1005-1047, 1070-1083, 1093 - Approved**
The Board of Commissioners accepted the Deed of Dedication for water and sewer infrastructure for The Hamptons, Phase 2, Lots 1005-1047, 1070-1083, & 1093.
9. **County Attorney – The Villas at Seaside, Phase 1 DOD - Approved**
The Board of Commissioners accepted the Deed of Dedication for water and sewer infrastructure for the Villas at Seaside, Phase 1.
10. **County Attorney – Winnabow Volunteer Fire Department DOD - Approved**
The Board of Commissioners accepted the Deed of Dedication for water only infrastructure for the Winnabow Volunteer Fire Department.
11. **Emergency Services - North Carolina Emergency Management MOA - Approved**
The Board of Commissioners approved a Memorandum of Agreement with the State of North Carolina Public Safety Emergency Management for Homeland Security Grants Program for exercise grant funds.
12. **Finance – Contact to Audit Accounts Martin Starnes & Associates -Approved**
The Board of Commissioners approved a one-year contract for audit services with Martin Starnes & Associates, CPAs, P.A
13. **Finance - Fiscal Items - Approved**

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

- Wastewater Tap on Supplies Budget Amendment - Approved

Appropriated \$360,000 of taps and connections revenue for capital outlay tap on supplies for additional sewer grinder tank packages.

- 2022 Limited Obligation Bonds refunding of 2012 Limited Obligation Bonds Budget Amendment - Approved

Appropriated \$11,215,000 of proceeds from 2022 Limited Obligation Bonds, refunding series 2012 LOBS.

- Airport Grant 36237.45.18.3 Budget Amendment and CPO - Approved

Appropriated \$59,000 of additional funding awarded from NC Department of Transportation for the airport grant 36237.45.18.3 for reimbursement to the Cape Fear Regional Jetport.

-Sheriff's Office GASB 84 Budget Amendment - Approved

Appropriated \$75,000 of Sheriff Trust revenue and \$50,000 of Sheriff Seizure restricted revenue to be used in corresponding expenditure lines for the implementation of GASB 84 for the required elimination of agency funds for fiduciary activities.

-DSS Revenues GASB 84 Budget Amendment - Approved

Appropriated \$200,000 of representative payee revenues to corresponding expenditure line as required by GASB 84 for the required elimination of agency funds for fiduciary activities.

-Brunswick County Schools GASB 84 Budget Amendment – Approved

Appropriated \$255,000 of miscellaneous revenues and \$45,000 of NSF Check Penalties revenue for Brunswick County Schools expenditure line as required by GASB 84 for the required elimination of agency funds for fiduciary activities.

-Parks and Recreation Insurance Refund Budget Amendment - Approved

Appropriated \$7,833 of insurance proceeds for replacement of fencing stolen from Town Creek Park in December of 2021.

-Emergency Telephone System Eligible Expense Budget Amendment – Approved

Appropriated \$34,758 of fund balance appropriated for additional \$34,758 of eligible service and maintenance contracts expenditures in Emergency Telephone System Fund.

-Financial Reports for January 2022 (unaudited)

Included are Summary Information for General and Enterprise Funds, key indicators of Revenues and Expenditures and Cash and Investments. All reports provided at: <http://brunswickcountync.gov/finance/reports>

14. GIS – First Reading and Schedule Public Hearing on March 21, 2022 for Street Name Adoptions – Approved

The Board of Commissioners approved the first reading of the street names and set the date of the public hearing for March 21, 2022.

15. Health and Human Services – Health Services AA – 908 Mosquito and Tick Suppression – Approved

The Board of Commissioners approved the Agreement Addendum for activity 908 - Mosquito and Tick Suppression.

16. Health and Human Services – Health Services – Communicable Disease – Nurse Position - Approved

The Board of Commissioners approved Health Services' proposal to create (2) Temporary Communicable Disease Nurse positions using state funds

17. Health and Human Services – Public Housing – Request to Schedule a Public Hearing - Approved

The Board of Commissioners scheduled a public hearing for April 18, 2022 to hear any comments or suggestions on the Public Housing Agency goals, objectives and policies.

18. IT – Budget Amendment – Enterprise Backup Yearly Support – Approved

The Board of Commissioners approved Davenport Group DDVE and DPS4VM contract in the amount of \$26,626.00.

19. Operation Services – Water Management Projects – Approved

The Board of Commissioners approved a tipping fee exemption at the Brunswick County Landfill for Knotts Landing Road Maintenance Association, Gio Fund and River of Life Baptist Church.

20. Operation Services – Water Management Projects – Approved

The Board of Commissioners approved the proposed water management project by the mosquito control division.

21. Register of Deeds Preservation of Records - Approved

The Board of Commissioners authorized the removal of records from the Register of Deed's office to the Kofile Technologies facility for a period of no more than 90 days from the approval of said Board.

22. Sheriff's Office – Body Camera Donation – Approved

The Board of Commissioners approved a resolution allowing for the donation of 25 VISTA body cameras to the Basic Law Enforcement Training program at Brunswick Community College. The Resolution reads as follows:

**RESOLUTION AUTHORIZING THE BRUNSWICK COUNTY
SHERIFF TO TRANSFER OWNERSHIP OF LAW ENFORCEMENT
BODY CAMERAS NO LONGER NECESSARY OR USEFUL FOR
LAW ENFORCEMENT PURPOSES**

WHEREAS, the Brunswick County Board of Commissioners, on behalf of the citizens of Brunswick County, wish to support another governmental unit in Brunswick County seeking to make the County a better place for its residents; and

WHEREAS, pursuant to N.C.G.S. § 160A-280, personal property that the Board of Commissioners deems to be surplus, obsolete, or unused may be donated to another governmental unit within the United States, a sister county, or a non-profit organization incorporated by the United States, one of the United States, or the District of Columbia; and

WHEREAS, Brunswick Community College is a tax-supported, public, non-profit school located in Brunswick County, which was established by the North Carolina Legislature in July 1979; and

WHEREAS, the Brunswick County Sheriff has twenty-five (25) VISTA body cameras, fixed assets of Brunswick County, that are no longer suitable or useful for law enforcement or other County purposes; and

WHEREAS, the Brunswick County Sheriff requests that he be allowed to transfer ownership and possession of the above-described equipment to Brunswick Community College.

**NOW, THEREFORE, BE IT RESOLVED BY THE BRUNSWICK COUNTY
BOARD OF COMMISSIONERS:**

1. That the Sheriff, or his designee, is hereby authorized to transfer ownership and possession of the twenty-five (25) VISTA body cameras that are no longer useful or necessary for law enforcement or other County purposes from Brunswick County to Brunswick Community College.
2. That the transfer of the above-described vehicle is "AS IS, WHERE IS" and without any warranties, express or implied.
3. That this resolution shall be effective upon adoption.

Adopted this the 21st day of February, 2022.

Randy Thompson, Chairman
Brunswick County Board of Commissioners

ATTEST:

Daralyn Spivey, NCCCC
Clerk to the Board

- 23. **Sheriff’s Office – MOU with FBI for Firing Range Use**
The Board of Commissioners authorized the County Manager to execute a Memorandum of Understanding (MOU) with the Federal Bureau of Investigation (FBI) for the usage of the Firing Range. The County Manager would also be approved to execute any possible amendments during the term.
- 24. **Sheriff’s Office – Trade in of Motorcycles and Purchase of Motorcycles – Approved**
The Board of Commissioners approved the trade-ins of two Harley-Davidsons to purchase two Harley-Davidsons. The total value of the motorcycles and needed equipment, after trade-ins, is \$40,286.28 and will be covered using existing vehicle insurance revenues.
- 25. **Tax Administration – Annual Tax Advertisement Order for 2021 Unpaid Taxes – Approved**
The Board of Commissioners approved the advertisement of 2021 unpaid tax liens on real property.
- 26. **Tax Administration – February 2022 DMV Discovery Valuation & Levy for January 2022 – Approved**
The Board of Commissioners approved the February 2022 motor vehicle valuation and levy discoveries created in January 2022.
- 27. **Tax Administration February 2022 Releases - Approved**
The Board of Commissioners approved the February 2022 releases.
- 28. **Utilities – Survey of Property – Mini Brooks Exemption by Resolution – Approved**
The Board of Commissioners approved a Resolution for exemption of qualifications-based selection requirements of G.S. 143-64.31 (Mini-Brooks Act) and authorize Withers Ravenel to provide a minor subdivision survey and plat of Tax Parcel #16900001 along Old Lennon Road. The Resolution reads as follows:

**RESOLUTION EXEMPTING SURVEY OF PROPERTY
FROM G.S. 143-64.31**

WHEREAS, G.S. 143-64.31 requires the initial solicitation and evaluation of firms to perform architectural, engineering, surveying, construction management-at-risk services, and design-build services (collectively “Services”) to be based on qualifications and without regard to fee;

WHEREAS, the County proposes to enter into one or more contracts for Surveying Services for work on a minor subdivision of Property (Tax Parcel ID#16900001) for expanded access to the I.P. South site along Old Lennon Road; and

WHEREAS, G.S. 143-64.32 authorizes units of local government to exempt contracts for such Services from the qualifications-based selection requirements of G.S. 143-64.31 if the estimated fee is less than \$50,000; and

WHEREAS, the estimated fee for the Services for the above-described project is less than \$50,000.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BRUNSWICK COUNTY BOARD OF COMMISSIONERS THAT:

- 1. The above-described project is hereby made exempt from the provisions of G.S. 143-64.31.

2. This resolution shall be effective upon adoption.

Adopted this the 21st day of February 2022.

Randell Thompson, Chairman
Brunswick County Board of Commissioners

ATTEST:

Daralyn Spivey, NCCCC
Clerk to Board

VI. PRESENTATION

1. Clerk to the Board – Presentation – Recognizing national Girl Scout Week

The Board of Commissioners adopted the following Proclamation recognizing National Girl Scout Week 2022 with Commissioner Sykes making the motion to adopt and Commissioner Cooke seconding and unanimously approved (5 to 0):

PROCLAMATION DESIGNATING MARCH 6-12, 2022 AS NATIONAL GIRL SCOUT WEEK IN BRUNSWICK COUNTY, NORTH CAROLINA

WHEREAS, March 12, 2022, marks the 110th anniversary of Girl Scouts of the USA, founded by Juliette Gordon Low in 1912 in Savannah, Georgia; and

WHEREAS, throughout its distinguished history, Girl Scouting has inspired millions of girls and women with courage, confidence, and character to make the world a better place by setting G.I.R.L. (Go-Getter, Innovator, Risk-Taker, Leader) standard; and

WHEREAS, through the decades, the organization has emphasized community service, personal and spiritual growth, positive values, leadership, and teamwork; today some 2.5 million Girl Scouts participate in field trips, sport clinics, community service projects, cultural exchanges, environmental initiatives and countless other enriching programs; and

WHEREAS, Girl Scouting takes an active role in increasing girls' awareness of the opportunities in math, science, sports, technology, and many fields of interest that can expand their horizons; and

NOW, THEREFORE, the Brunswick County Board of Commissioners does hereby proclaim March 6-12, 2022 as Girl Scout Week, applauds the commitment Girl Scouting has made to support the leadership development of America's girls and encourages all citizens to celebrate an accomplished earmark with the Girl Scouts of the USA.

This the 21st day of February, 2022.

Randy Thompson, Chairman
Brunswick County Commissioners

ATTEST:

Daralyn Spivey, NCCCC
Clerk to the Board

2. Health and Human Services – Health Services – Brunswick County Substance Use and Addiction Commission

The Board of Commissioners heard a presentation from the Commission regarding the latest

local and state data and trends of opioid misuse.

VII. PUBLIC HEARING

1. Code Administration – Residential ADA Access Ramp Fee Addition

The Board of Commissioners approved the addition of a Residential ADA Access Ramp fee of \$5 into our Residential Standard Fee Schedule.

VIII. ADMINISTRATIVE REPORT

1. Engineering – FY16 Enterprise Water Mains Top (7) & Apollo Street – Contract C&D Completion

The Board of Commissioners approved the bidding for construction the final two contracts (Contract C and Contract D) of the FY16 Enterprise Water Main Top (7) & Apollo Street project. Commissioner Cooke moved to approve the contract as presented. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

IX. OTHER BUSINESS/INFORMAL DISCUSSION

Commissioner Cooke commented there were a reported 18K veterans who reside in Brunswick County. He is looking into the possibility of acquiring a military tank, location to be determined, for display and will keep the remaining Board members informed of progress.

X. CLOSED SESSION

The Board of Commissioner entered into closed session pursuant to G.S. § 143-318.11(a)(5) to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property.

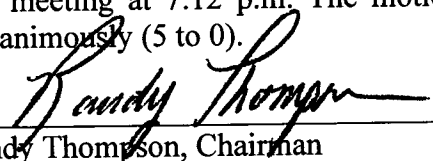
Mr. Shaver noted the above statutory requirements and that these were noted in the agenda.

Commissioner Sykes made the motion to enter Closed Session at 6:55 p.m. with Vice-Chairman Forte seconding and all in favor (5 to 0).

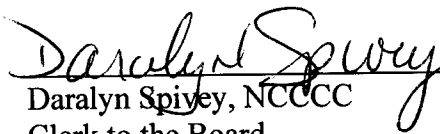
Chairman Thompson called the Regular Session to order at 7:11 p.m.

X. ADJOURNMENT

Commissioner Williams moved to adjourn the meeting at 7:12 p.m. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).


Randy Thompson, Chairman
Brunswick County Board of Commissioners

Attest:


Daralyn Spivey, NCCCC
Clerk to the Board

