

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
MARCH 15, 2021
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: Randell Woodruff, County Manager
Bob Shaver, County Attorney
Steve Stone, Deputy County Manager
David Stanley, Deputy County Manager
Julie Miller, Finance Director
Andrea White, Clerk to the Board
Jared Galloway, Deputy Clerk to the Board
Neal Galloway, MIS
Meagan Kascsak, Communications Director
Sgt. Tate Bond, 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 Sykes gave the Invocation and led the Pledge of Allegiance.

III. ADJUSTMENTS/APPROVAL OF AGENDA

Chairman Thompson asked for adjustments to the agenda.

Chairman Thompson requested to add Board Appointments following the Administrative Report for consideration of an appointment to the Brunswick County Airport Commission.

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

IV. PUBLIC COMMENTS

Chairman Thompson announced that no one signed up to speak.

V. APPROVAL OF CONSENT AGENDA

Commissioner Cooke moved to approve the Consent Agenda as presented. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0). The following items were approved:

- 1. Administration - Proclamation Designating April 2021 as "North Carolina 811 Safe Digging Month"**
Approved a Proclamation designating the month of April 2021 as "North Carolina 811 Safe Digging Month".

**PROCLAMATION
DESIGNATING APRIL 2021 AS
"NORTH CAROLINA 811 SAFE DIGGING MONTH"**

WHEREAS, as utility owners, excavators, designers, and homeowners work to keep pace with North Carolina’s economic development, it is important to minimize damages to underground utility lines, danger to workers and the general public, environmental impact, and loss of utility services to the citizens of North Carolina; and

WHEREAS, North Carolina 811, a utility service notification center and leader in education celebrates its 43rd year of continuous service to the State, is key to preventing injuries and damages when excavating; and

WHEREAS, this unique service provides easy, one-call notification about construction and excavation projects that may endanger workers and jeopardize utility lines while promoting workplace and public safety, reducing underground utility damage, minimizing utility service interruptions and protecting the environment; and

WHEREAS, this vital service, which began in 1978 serves the citizens of North Carolina from the mountains to the coast, educates stakeholders about the need for excavation safety whether the project is as small as planting a tree to designing and beginning construction on a new interstate; and

WHEREAS, in 2020, the North Carolina one call system received 2.1 million notification requests and transmitted over 12.2 million requests, providing protection to utility companies infrastructure, their employees, excavators, and customers.

NOW, THEREFORE, BE IT RESOLVED, that Brunswick County has designated the month of April 2021 as “North Carolina 811 Safe Digging Month” to encourage all excavators and homeowners of Brunswick County to contact 8-1-1 either by dialing 8-1-1 or contacting NC811 via the webpage of NC811.org at least three working days prior to digging in order to “Know What’s Below,” avoid injury, protect the environment, prevent millions of dollars in damages and to remind excavators that three working days’ notice is the law, for safe digging is no accident, and that more information may be obtained by visiting www.nc811.org.

Adopted this the 15th day of March, 2021.

Randy Thompson, Chair
Brunswick County Commissioners

Attest:
Andrea White, NCCCC
Clerk to the Board

2. **Administration - Surplus Property Offers for Upset Bid Process**

Accepted, subject to the upset bid process, the following offers submitted for surplus parcels that met the value parameters previously established by the Board:

Parcel	Location	Size	Tax Value	Acquired	Cost	Bid
241NA047	Jericho Rd, Calabash	.10 acre	\$13,000.00	11-26-2008	\$0.00	\$3,250.00

3. **Clerk to the Board - Meeting Minutes**

Approved the draft minutes from the Special Called Meeting and Regular Meeting held on March 1, 2021.

4. **County Attorney - Cameron Woods, Phase 6A-2, Lots 98-118 DOD**

Accepted the Deed of Dedication for water and sewer infrastructure in Cameron Woods, Phase 6A-2, Lots 98-118.

5. **County Attorney - Special Assessment Release for Parcel 1410000213**

Approved an agreement for the release and refund of special sewer assessment #12 (Boiling Spring Lakes) for Parcel # 1410000213.

6. **Finance - Fiscal Items**

Approved Budget Amendments, Capital Project Ordinances, and Fiscal Items of a routine nature on the consent agenda.

- **HAVA Subgrant Amendment**

Approved the HAVA Subgrant Agreement as amended by the NC State Board of Elections. Awards were calculated based upon economic tiers defined by the North Carolina Department of Commerce and the number of registered voters; similar to the criteria used by the General Assembly to award CARES Act funds. Initial award was approved at the 8/3/20 board meeting with an appropriation of the minimum amount of \$10,000. Appropriation of an additional \$135,025 is needed based on percentage of voter registration for a grand total of \$145,025. Grant funds support eligible costs to improve

the administration of the federal elections as authorized under HAVA Title I, Section 101. Budget period is 7/1/20-6/30/21.

- **LIEAP Additional Funding Budget Amendment**
Approved the appropriation of \$35,000 of additional Federal (LIEAP) Low Income Energy Assistance Program funding and \$232,438 of Federal Pandemic LIEAP funding as allocated by the Department of Health and Human Services to Brunswick County for use in the LIEAP Program.
 - **Airport Grant 36237.45.18.1 Budget Amendment and CPO**
Approved the closeout of airport grant 36237.45.18.1 and reduced federal revenues \$13,109 and returned local matching funds of \$1,458 to the county capital reserve undesignated.
 - **Financial Statements for February 2021 (unaudited)**
Included 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>.
7. **Health and Human Services - BSRI - Council of Governments Grant Agreement for Evidence Based Health Promotion FY2020 - 2021**
Approved the Grant Agreement for the Provision of Title III-D Health Promotion/Disease Prevention Evidence Based Health Promotion FY 2020-2021 ending June 30, 2021.
 8. **Health and Human Services - Health Services - AA-716 Revision 1 - COVID-19 Vaccination Program**
Approved the agreement addendum revision and authorized the Health Director's executing signature on the form.
 9. **Health and Human Services - Health Services - FY 21-22 State Consolidated Agreement Approval**
Approved the consolidated agreement for FY 21-22 between the State of North Carolina and Brunswick County Health Services.
 10. **Health and Human Services - Health Services - Interim Healthcare of the Eastern Carolinas, Inc. - Staffing Agreement**
Approved the staffing agreement between the Brunswick County Health Department and Interim Healthcare of the Eastern Carolinas, Inc.
 11. **Health and Human Services - The Toner Exchange Lease Agreement FY 22-24**
Approved the lease agreement with The Toner Exchange for FY 22-24.
 12. **Human Resources - Delta Dental Renewal**
Approved for the County to renew with Delta Dental to provide dental insurance for fiscal year 2021-22 and authorized the County Manager to execute any renewal documents subject to the County Attorney's review.
 13. **Human Resources - Long Term Disability and Life Insurance Carrier Change**
Approved moving the County provided Long Term Disability (LTD) and Life Insurance to VOYA and authorized the County Manager to execute required documentation, subject to the County Attorney's review.
 14. **IT - Courthouse Change Order for Courtroom Audio/Visual**
Ratified the approval of an amendment to the Goods and Services Agreement with NC Sound in the amount of \$6,218.60, and approved an additional amendment in the amount of \$9,341.33 to complete the requested audio/visual work created by Change Order RFP 21 and Jury Assembly Room Electrical Data Rework (Construction Change Order forthcoming) as a component of the Brunswick County Courthouse Addition and Renovations project.
 15. **Tax Administration - March 2021 Releases**
Approved the March 2021 releases.
 16. **Utilities - Randall Site Services**
Approved the proposal and associated services agreement with Randall Site Services to camera and inspect 10% of the County's gravity sewer lines per NCDEQ requirements in FY21 and authorized the Chairman and Clerk to the Board to approve the services agreement which expires June 30, 2021.

VI. PRESENTATION

1. Planning - Brunswick County Comprehensive Transportation Plan (Helen Bunch, Zoning Administrator/Transportation Planner)

Receive Information on the Brunswick County Comprehensive Transportation Plan.

Ms. Bunch explained that the Brunswick County Comprehensive Transportation Plan is a long-range multimodal plan that will assess future needs for roadways, public transportation, aviation, ferries, rail, bike and pedestrian facilities in the county. Brunswick County's growth rate of 2.93%, as provided by the Office of State Budget and Management, was used as the model for growth for the plan. The State of North Carolina as a whole is growing at 0.9% annually in comparison. A survey was developed by the North Carolina Department of Transportation (NCDOT), with the County's input, and will be accessible in both English and Spanish March 11 – June 9, 2021 on the NCDOT and County websites with paper copies available in the Planning Department. Ms. Bunch encouraged everyone to complete the survey as community engagement is vital to this plan.

The Board thanked Ms. Bunch for the presentation. No action was taken.

2. Presentation - Health and Human Services - COVID-19 Update (David Stanley, Deputy County Manager for HHS)

Request that the Board of Commissioners receive an update on the Coronavirus (COVID-19).

Mr. Stanley provided an update on the COVID-19 virus and vaccine efforts noting the following statistics: From day 1 until now (operational day 369), North Carolina's case count is 886,218 with 11,709 COVID-related deaths and Brunswick County's case count is 8,341 with 139 COVID-related deaths. Brunswick County is experiencing lower case counts and is currently the lowest in the region for infectious cases per 10,000. The percent positivity rate is currently 6.4% which is encouraging. Mr. Stanley also recognized the efforts of everyone involved with the vaccination efforts.

A brief discussion was held regarding the current State of Emergency. With the cases trending down, the percent positivity trending down, and vaccination efforts trending up, at this time the protective measures in the Executive Order from the Governor are sufficient. Variants of the COVID-19 virus vaccine, hesitancy, and complacency are concerns moving forward.

Mr. Ed Conrow, Emergency Services Director, noted that there were 96 counties under a State of Emergency as of today. The County is in recovery mode and rescinding the State of Emergency will not reduce the chances of obtaining resources.

Following discussion, Vice-Chairman Forte moved to lift the State of Emergency effective Monday, March 22, 2021 at 9:00 a.m.

Commissioner Williams raised a point of order stating that the State of Emergency falls under the jurisdiction of the Chairman and submitted that the motion was out of order. The point was well taken. Chairman Thompson stated that he would consider lifting the state of Emergency on Monday, March 22, 2021 at 9:00 a.m. to allow the Communications Director and the Health Director to prepare information for dissemination as it relates to recovery activities and precautionary measures that need to continue, and directed the Emergency Services Director to update WebEOC. No action was taken.

VII. PUBLIC HEARING

1. Planning - Southeastern North Carolina Regional Hazard Mitigation Plan (Kirstie Dixon, Planning Director)

Request that, after the Public Hearing, the Commissioners consider adopting the Southeastern North Carolina Regional Hazard Mitigation Plan.

Ms. Dixon explained that the Southeastern North Carolina Regional Hazard Mitigation Plan is required by the State of North Carolina through the North Carolina Emergency Management Act and is required to be updated every five years. The current plan expires in April. The State paid for the plan and hired ESP Associates to draft and coordinate the plan. The Planning Board reviewed and endorsed the plan on February 8, 2021. A public hearing is required, and a mandated resolution was provided for the Board's consideration. Ms. Dixon introduced Mr. Nathan Slaughter, ESP Associates, to present the plan.

Mr. Slaughter presented an overview of the plan, noting that the plan must be in place and updated in order to retain federal grant funding eligibility in the Hazard Mitigation Grant Program (HMGP), the Building Resilient Infrastructure and Community Program (BRIC) and the Flood Mitigation Assistance program (FMA). Following the presentation, Mr. Slaughter asked that the Board review and approve the resolution to adopt the plan.

Chairman Thompson opened the Public Hearing at 7:06 p.m. and asked those wishing to comment on the Regional Hazard Mitigation Plan to come forward.

There were no comments.

Chairman Thompson closed the Public Hearing at 7:06 p.m.

Commissioner Williams moved to adopt the plan as a whole to include the required resolution. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).

**RESOLUTION OF INTENT BY THE BRUNSWICK COUNTY BOARD OF
COMMISSIONERS TO ADOPT THE SOUTHEASTERN NC REGIONAL HAZARD
MITIGATION PLAN**

WHEREAS, the citizens and property within Brunswick County are subject to the effects of natural hazards and man-made hazard events that pose threats to lives and cause damage to property, and with the knowledge and experience that certain areas of the county are particularly vulnerable to flooding, high winds, droughts/heat waves, and severe winter weather; and

WHEREAS, the County and participating municipal jurisdictions desire to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Part 6, Article 21 of Chapter 143; Chapter 160D; and Article 8 of Chapter 160A of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has in Part 6 of Article 1A of Chapter 166A of the North Carolina General Statutes, stated in item 19.41(b)(2): “For a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency pursuant to the Disaster Mitigation Act of 2002, P.L. 106-390, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act;” and

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five year cycle; and

WHEREAS, the County and its participating municipal jurisdictions have performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and have updated the said plan as required under regulations at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management; and

WHEREAS, it is the intent of the County Commissioners to fulfill this obligation in order that the County will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the County; and

WHEREAS, Brunswick County actively participated in the planning process of the Southeastern NC Regional Hazard Mitigation Plan and has fulfilled all their part of the multi-jurisdictional planning elements required by FEMA.

NOW, THEREFORE BE IT RESOLVED, by the County Commissioners of Brunswick County, North Carolina:

1. That the current version of the Southeastern North Carolina Hazard Mitigation Plan is hereby adopted.
2. That this Plan is adopted in the interest of public health, safety and general welfare of the inhabitants of Brunswick County, North Carolina, and shall be in full force and effect on March 15, 2021.
3. That sections of the plan that are specific to Brunswick County are adopted.
4. That the County Commissioners are vested with the responsibility, authority, and the means to:

- (a) Inform all concerned parties of this action.
 - (b) Cooperate with Federal, State and local agencies and private firms which undertake to study, survey, map, and identify floodplain or flood-related erosion areas, and cooperate with neighboring communities with respect to management of adjoining floodplain and/or flood-related erosion areas in order to prevent aggravation of existing hazards.
5. That the County Commissioners assure that the Hazard Mitigation Plan is reviewed annually, and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the Brunswick County Commissioners for consideration.
 6. That the County Commissioners agree to take such other official action as may be reasonably necessary to carry out the objectives of the 2021 Southeastern NC Regional Hazard Mitigation Plan.

Adopted this the 15th day of March, 2021.

Randy Thompson, Chair
Brunswick County Board of Commissioners

ATTEST:
Andrea White, NCCCC
Clerk to the Board

VIII. ADMINISTRATIVE REPORT

1. **Sheriff's Office - Request for Positions**

Request the Board of Commissioners approve a request of six positions in the Sheriff's Office. The positions include three civilian and three sworn positions and are the result of a request brought to the attention of the Liaison Committee on February 11, 2021. Revenues from the Sheriff's Office Juvenile Detention Program will cover initial salary, vehicle, and equipment costs associated with the request.

Chairman Thompson commended the Sheriff's Office on behalf of the residents in District 1 for the response during the tornado event.

Chairman Thompson stated that the Liaison Committee recently met with the Sheriff's Office and Administration to discuss the Sheriff's request in order to narrow down the focus to critical needs.

Sheriff Ingram explained, as a result of the meeting, the requested six positions would consist of one detective and two civilian personnel positions to allow the creation of an Intelligence Unit, an Evidence Technician, General Investigator and a Narcotics Investigator. The positions would be funded by the Juvenile Detention Program revenues for the remainder of this fiscal year and would assist the Sheriff's Office in keeping pace with the growth of the county.

Commissioner Cooke moved to approve the request of six positions in the Sheriff's Office as requested. The motion was seconded by Vice-Chairman Forte.

Following discussion on the motion, Commissioner Sykes expressed concerns with the request and indicated a preference to defer the request for consideration during the budget process.

Chairman Thompson called for a vote on the motion to approve the positions. The vote passed 4 to 1 (Ayes: Thompson, Cooke, Williams, Forte. Nays: Sykes).

2. **Board Appointment – Brunswick County Airport Commission** *(added during Adjustments/Approval of the Agenda).*

Chairman Thompson requested that the Board consider appointing Mr. Jimmy Powell to the Brunswick County Airport Commission.

Commissioner Cooke moved to approve the appointment of Mr. Jimmy Powell as requested. The motion was seconded by Commissioner Williams and unanimously approved (5 to 0).

IX. OTHER BUSINESS/INFORMAL DISCUSSION

No items were brought forth.

X. **ADJOURNMENT**

Commissioner Williams moved to adjourn the meeting at 7:32 p.m. The motion was seconded by Vice-Chairman Forte and passed unanimously (5 to 0).

Randy Thompson, Chairman
Brunswick County Board of Commissioners

Attest:

Andrea White, NCCCC
Clerk to the Board