

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
November 1, 2021
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 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
Haynes Brigman, Deputy County Manager
Julie Miller, Finance Director
Daralyn Spivey, Clerk to the Board
Meagan Kasczak, Communications Director
Neal Galloway, IT
Raquel Perez, Executive Assistant

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 3:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

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

IV. PUBLIC COMMENTS

There were no public comments made.

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 – 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.

2. **Administration – Transfer of Property to Classical Charter Schools of America – Approved**
The Board of Commissioners authorized the transfer of parcel #02100038 at 360 Macon Rd, NE to the Classical Charter Schools of America, Inc (Leland area charter school).
3. **Clerk to the Board – Meeting Minutes October 18, 2021 - Approved**
The Board of Commissioners approved the Draft Minutes from the October 18, 2021 Regular Meeting.
4. **Clerk to the Board – Revised County Budget Calendar – Approved**
The Board of Commissioners approved the revised Budget Calendar as presented.
5. **County Attorney – Adoption of Record Retention Schedules - Approved**
The Board of Commissioners adopted the latest Record Retention Schedules for County Government and authorized the Chairperson to sign the schedules and any mandated updates.
6. **County Attorney – Avalon Crossing DOD - Approved**
The Board of Commissioners accepted the Deed of Dedication for water and sewer infrastructure for Avalon Crossing, Lots 1-20.
7. **County Attorney – Declaration of Surplus Property - Approved**
The Board of Commissioners declared property obtained by the County through tax foreclosure as surplus property to be placed on the County's website for possible future purchase.
8. **Finance - Fiscal Items - Approved**
The Board of Commissioners approved the following Budget Amendments, Capital Project Ordinances and Fiscal Items of a routine nature:
 - **Social Services Temporary Positions Budget Amendments**
Appropriate additional revenues DHHS is allocating to counties to cover a portion of the county share of administering the FNS program due to the workload increases that counties are experiencing as a result of increased food insecurity due to the pandemic. Brunswick County will be receiving \$121,323.03. The funds are for work already completed and cannot be used to supplant county funding. Due to state and federal waivers, our Medicaid caseloads have doubled. Funding received will be used to create four (4) temporary positions to assist with processing Medicaid applications and Medicaid recertification.
 - **Water and Wastewater Claims Settlement Budget Amendments**
Appropriate expendable net assets for the refund of capital recovery fees charged from March 6, 2016 thru June 30, 2018 in the water fund of \$4,471,457 and the wastewater fund of \$10,291,934.
 - **Sheriff Insurance Proceeds Budget Amendment**
Appropriate \$25,793 of insurance proceeds to replace total loss vehicle SD506 that was in an accident.
 - **Emergency Medical Services Insurance Proceeds Budget Amendment**
Appropriate \$33,887 of fund balance for insurance proceeds received in prior fiscal year with repairs to damaged ambulances and payment of invoices in the current fiscal year.
 - **Landfill Transfer Station Budget Amendment and CPO**
Transfer \$90,000 of funding from the county capital reserve designated for the landfill transfer station project to the project for award of contract with Dewberry for construction materials testing and special inspections in the amount of \$90,000.
9. **Sheriff's Office – Notice of Award and Agreement – Inmate Medical RFP – Approved**
The Board of Commissioners awarded and approved the agreement with Wellpath LLC for the Sheriff's Office Detention Center Inmate Healthcare Services, subject to final

contract approval by the County Attorney's Office. The agreement is for a one-year term valued at \$1,388,183.

VI. PRESENTATION

1. Clerk to the Board – Proclamation – National Hunger and Homelessness Awareness Week 2021

The Proclamation reads as follows:

PROCLAMATION DESIGNATING NOVEMBER 13-21, 2021 AS NATIONAL HUNGER AND HOMELESSNESS AWARENESS WEEK IN BRUNSWICK COUNTY, NORTH CAROLINA

WHEREAS, for the past several years the National Coalition for the Homeless and National Student Campaign Against Hunger and Homelessness have sponsored National Hunger and Homelessness Awareness week; and

WHEREAS, the purpose of the proclamation is to educate the public about the many reasons people are hungry and homeless in Brunswick County, North Carolina, for very low-income residents, and to encourage support for homeless assistance service providers as well as community service opportunities for students and school service organizations; and

WHEREAS, there are organizations committed to sheltering, providing supportive services as well as meals and food supplies to the homeless, to wit: faith-based ministries and other nonprofit organizations that assist with the needs of the hungry and homeless; and

WHEREAS, these faith-based ministries and other nonprofit organizations that assist with the needs of the hungry and homeless recognize that hunger and homelessness continue to be a serious problem for many individuals and families in Brunswick County, North Carolina; and

WHEREAS, the intent of National Hunger and Homelessness Awareness Week is consistent with the activities of faith-based ministries and other nonprofit organizations that assist with the needs of the hungry and homeless.

NOW, THEREFORE, the Brunswick County Board of Commissioners does hereby proclaim November 13-21, 2021, as National Hunger and Homelessness Awareness Week and encourages all citizens to recognize that many people lack adequate housing and need support from citizens and private/public nonprofit service entities.

This the 1st day of November, 2021.

Randall Thompson, Chairman
Brunswick County Commissioners

Attest:

Daralyn Spivey NCCCC
Clerk to the Board

Commissioner Cooke made the motion to adopt the Proclamation as written. The motion was seconded by Vice-Chairman Forte with all in favor (5-0).

2. Finance Presentation – Auditor’s Report on the Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2021

The Board of Commissioners received the report from Ms. Paula Hodges, partner of Martin Starnes and Associates, CPAs, P.A., regarding the auditors' opinion of the Annual Comprehensive Financial Report for the fiscal year ended June 30, 2021.

VII. ADMINISTRATIVE REPORT

1. EMS – Coverage Expansion

The Board of Commissioners heard a request for the expansion of Brunswick County Emergency Medical Service ambulance coverage with the addition of eight new positions and two new peak load (12 hour) EMS units. Commissioner Williams made the motion to approve the request. The motion was seconded by Vice-Chairman Forte with all in favor (5-0).

2. Human Resources – COVID-19 Essential Public Services Premium Pay Policy and Payment

The Board of Commissioners hear a request to approve Brunswick County COVID-19 Essential Public Service Premium Pay Policy and to approve the awarding of those eligible employees a maximum premium payment of \$2,200 per employee, pro-rated based on the Policy and through the use of ARPA funds. Commissioner Williams made the motion to approve the request as presented. The motion was seconded by Vice-Chairman Forte with all in favor (5-0)

VIII. BOARD APPOINTMENTS

1. Clerk to the Board – Trillium Board Interim Appointment

The Board of Commissioners appointed Commissioner Cooke to the Trillium Health Advisory Board.

IX. OTHER BUSINESS/INFORMAL DISCUSSION

1. FY23-FY27 Strategic Plan Goals and Objective Overview

The Board of Commissioners heard a presentation reviewing the draft FY23-27 Strategic Plan and will re-address at the November 15, 2021 Regular Board Meeting.

X. ADJOURNMENT

Commissioner Sykes moved to adjourn the meeting at 4:15 p.m. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

Randy Thompson, Chairman
Brunswick County Board of Commissioners

Attest:

Daralyn Spivey, NCCCC
Clerk to the Board