

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
OFFICIAL MINUTES  
REGULAR MEETING  
June 20, 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  
Haynes Brigman, Deputy County Manager  
David Stanley, Deputy County Manager  
Aaron Smith, Finance Director  
Daralyn Spivey, Clerk to the Board  
Meagan Kascsak, Communications Director  
Currie Elkins, IT  
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 Cooke moved to approve the agenda as presented. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

#### **IV. PUBLIC COMMENTS**

1. Ms. Nina Mucha commented on Brunswick Senior Resources Inc. and the budget process.
2. Mayor Jeff Winecoff of Boiling Springs Lakes commented on the consideration of the Dam replacement project to be heard later in the meeting.
3. Ginny Quaglia commented on Brunswick Senior Resources Inc. and the budget process.
4. Gary Ostby commented on the pay raise of nine percent (9%) to county staff, Brunswick Senior Resources Inc., and the budget process.

#### **V. APPROVAL OF CONSENT AGENDA**

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

##### **1. Administration - Resolution Supporting Continued Current Alignment of Workforce Development Region - Approved**

The Board approved the below resolution advising the NC Works Commission that Brunswick County prefers to continue the current alignment of the Cape Fear Workforce Development Local Area. The resolution reads as follows:

#### **RESOLUTION AFFIRMING BRUNSWICK COUNTY'S INTENTIONS TO MAINTAIN ALIGNMENT OF ITS WORKFORCE DEVELOPMENT LOCAL AREA**

**WHEREAS**, the Cape Fear Workforce Development Consortium is the decision-making entity for the local workforce investment area of Brunswick, Columbus, New Hanover, and Pender counties as designated by mutual agreement of the chief elected officials for those counties, pursuant to WIOA Section 107( c )(I )(B);

**WHEREAS**, the NC Works Commission has been studying realignment of North Carolina's workforce development local areas;

**WHEREAS**, the Cape Fear Workforce Development Consortium sent a letter dated February 25, 2022 to the NC Works Commission stating that the Consortium members are in unanimous agreement that the Cape Fear workforce development local area is properly designated and that the Consortium members universally oppose realignment of the Cape Fear workforce development local area;

**WHEREAS**, the NC Works Commission recommended realignment of North Carolina's workforce development local areas on March 30, 2022.

**WHEREAS**, the Board of County Commissioners is aware of the request to notify NC Works Commission chair of the County's intentions regarding realignment before August 1, 2022; and

**WHEREAS**, the Board of County Commissioners appreciates the opportunity to determine whether to pursue realignment of its workforce development local area.

**NOW, THEREFORE, BE IT RESOLVED** by the Brunswick County Board of Commissioners that the Cape Fear workforce development local area is properly and appropriately designated; and

**BE IT FURTHER RESOLVED** that the Board of County Commissioners intend to maintain the current alignment of its workforce development local area.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2022.

Randy Thompson, Chair  
Board of Commissioners

ATTEST:  
Daralyn Spivey, NCCCC  
Clerk to the Board

2. **Clerk to the Board – Meeting Minutes – December 6, 2021 - Approved**  
The Board approved the draft minutes from the June 6, 2022 Regular Meeting.
3. **Communications - CivicClerk Agenda Management Platform Project Award Request - Approved**  
The Board reviewed the proposal for the CivicClerk agenda management software and awarded the project to CivicPlus; this action authorized execution of a contract upon approval of final terms and form of contract by the County Attorney.
4. **County Attorney – Bluffs on the Cape Fear, Ph 4B, Sec 1 & Ph 5A Deed Of Dedication- Approved**  
The Board accepted the deed of dedication for water and sewer infrastructure in The Bluffs on the Cape Fear, Phase 4B, Section 1, & Phase 5A.
5. **County Attorney – Clariday Woods Deed of Dedication- Approved**  
The Board accepted the Deed of Dedication for water and sewer infrastructure for Clariday Woods.
6. **County Attorney – Lena Springs, Phase 5, Deed of Dedication - Approved**  
The Board accepted the Deed of Dedication for water and sewer infrastructure for Lena Springs, Phase 5.

7. **Emergency Services - 50 Green Lewis Road Lease Agreement- Approved**  
The Board reviewed and approved a lease agreement for 50 Green Lewis Road, Bolivia between Warren L. Knox and Brunswick County Emergency Services.
8. **Emergency Services- Purchase of Five Stryker Ambulance Cots - Approved**  
The Board approved the purchase five (5) ambulance cots as approved in the fiscal year 22 budget.
9. **Emergency Services-Purchase of Two UTV's with Patient Capability – Approved**  
The Board approved the purchase of two (2) UTV's as approved in the fiscal year 2022 budget.
10. **Emergency Services – Town of Oak Island Lease Agreement - Approved**  
The Board approved a lease agreement between Brunswick County and the Town of Oak Island to house a paramedic ambulance at the Oak Island Fire Department Vanessa Drive Fire Station 3.
11. **Finance - Fiscal Items - Approved**  
The Board approved the following Budget Amendments, Capital Project Ordinances, and Fiscal Items of a routine nature on the consent agenda.

**-74-76 Mintz Drive to Old Maco Additional Easements Budget Amendment and CPO**

Appropriating an additional transfer in the amount of \$20,000 from the water fund for easement costs associated with the 74-76 Mintz Drive to Old Maco project.

**-Sheriff's Trust Additional Revenue Budget Amendment**

Appropriate \$60,000 of Sheriff Trust revenue to be used in the corresponding expense line.

**-Sheriff Insurance Proceeds Budget Amendment**

Appropriating \$10,857 of insurance proceeds for repair of wrecked vehicles.

**-Financial Reports for May 2022 (unaudited)**

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

**-Approval of Agreement with Waccamaw Fire Department due to Redirection of State Capital and Infrastructure Fund (SCIF) Directed Grant**

A county agreement for the redirection of the State Capital and Infrastructure Fund (SCIF) Directed Grant funds appropriated by the NC General Assembly in the 2021 Appropriations Act (SL-2021-180). SCIF dollars were earmarked for Waccamaw Fire for a substation that will aid in lowering insurance rates and provide faster response times to citizens but was awarded through Brunswick County. A technical correction at the State Level could not be organized and to accommodate the intended purpose, funds were award to Brunswick County. The County has already fully expended SCIF dollars in the amount of \$300,000 that covered a portion of the Landfill Transfer Station project, freeing up County funds to be redirected to the

Fire Department for its intended purpose. The agreement shall be subject to terms and conditions approved by the County Attorney.

**-NC Education Lottery Application**

The Board authorized the Chairman to execute the signed North Carolina Education Lottery application. Freyja Cahill, Brunswick County Schools Finance Officer, submitted the attached State lottery funding application for \$1,000,000 lottery funds to be used for the 2015 and 2022 LOBS debt payments in FY 2022-2023.

**-Sheriff's Office Concealed Weapons Revenue Budget Amendment**

Appropriating of \$15,000 of concealed weapons permits revenue estimated through June 30, 2022 for payment of the NC Bureau of Investigation Concealed Handgun Permit Fees.

**-ARPA Trailwood Force Main Replacement Project**

Reduce ARPA funded project for Trailwood Force Main Replacement Project by \$15,000.00 based on actual expenses. Project and original transfer was approved at 12/6/21 board meeting in the amount of \$142,500. Actual expenses for completed project total \$127,500.00

**-GASB 87 Lease Financing Budget Amendments**

Appropriating of \$312,919 of Health Fund, \$387,352 of General Fund, and \$458,146 of Water Fund Other Financing Source: Lease Financing revenue to be used in Lease Capital Outlay corresponding account lines for the implementation of GASB 87 for the required accounting of Leases and to authorize the Fiscal Operations Director to adjust the budget for final lease calculations as of June 30, 2022.

**-Water Capital Project Funds Budget Amendment**

Appropriating and transferring of \$7,000,000 to the water capital reserve to undesignated to fund future planned projects.

**-Wastewater Capital Project Funds Budget Amendment**

Appropriating and transferring of \$4,000,000 to the wastewater capital reserve to undesignated to fund future planned projects.

**12. Health and Human Services - Health Services - Contract for NC Alliance of Public Health Agencies FY 22-23– Approved**

The Board approved and executed the contract with the North Carolina Alliance of Public Health Agencies for fiscal year 2022-2023.

**13. Health and Human Services - Health Services - Ratification of SNFI Contract Amendment with Brunswick County Schools for FY22 (ARPA) – Approved**

The Board ratified the County Manager's signature on the FY22 School Nurse Funding Initiative (SNFI) contract amendment with Brunswick County Schools.

**14. Health and Human Services – Social Services – State - County Memorandum of Understanding – Approved**

The Board authorized the County Manager to execute a Memorandum of Understanding (MOU) with the State Department of Health and Human Services for Social Services performance measures. The County Manager was also approved to execute any standard amendments during the term.

**15. IT - Contract with SHI for Microsoft Enterprise Agreement Renewal – Approved**

The Board approved the contract with SHI (Microsoft Enterprise Agreement vendor) allowing for the processing of payment.

**16. Parks & Recreation - Green for Life (GFL) Recycling – Approved**

The Board approved a budget amendment in the amount of \$42,000 for Green For Life (GFL) Trash & Recycling.

**17. Register of Deeds - Grant Program– Approved**

The Board approved the acceptance of the Register of Deeds Grant Program award as appropriated by the North Carolina General Assembly and administered by the Office of State Budget and Management.

**18. Sheriff's Office - GHSP Traffic Grant Resolution– Approved**

The Board approved the resolution below and Agreement of Conditions as the next stage in the application process for the Governor Highway Safety Program grant, which will allow for the creation of a Traffic Unit. The grant includes three positions, vehicles, and approved equipment; federal funds will cover 85% of the cost in the first year, with a 15% county match requirement. The Resolution reads as follows:

**NORTH CAROLINA GOVERNORS HIGHWAY SAFETY PROGRAM  
LOCAL GOVERNMENTAL RESOLUTION**

**WHEREAS**, the Brunswick County Sheriff's Office (herein called the "Agency") has completed an application contract for traffic safety funding; and that Brunswick County Board of Commissioners (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract;

**THEREFORE, NOW BE IT RESOLVED** by the Brunswick County Board of Commissioners in open meeting assembled in the city of Bolivia, North Carolina this the 20<sup>th</sup> day of June 2022 as follows:

1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That Sheriff John W. Ingram, V is authorized to file, on behalf of the Governing Body, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of \$331,367 to be made to the Governing Body to assist in defraying the cost of the project described in the contract application; and
3. That the Governing Body has formally appropriated the cash contribution of \$ \$58,477 as required by the project contract; and

4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

Done and Ordered in open meeting by:

Chairman Randy Thompson

ATTESTED:  
Daralyn Spivey  
Clerk

DATE 06-20-2022

**19. Sheriff's Office - Sole Source Resolution - SWC – Approved**

The Board approved a resolution authorizing the purchase of an item under a sole source exception and its associated agreement. The purchase is replacing Detention Center control room touch screen computers and associated programming that was approved in the FY22 budget. The Resolution reads as follows:

**RESOLUTION AUTHORIZING PURCHASE OF DETENTION  
CENTER CONTROL ROOM TOUCH SCREEN COMPUTERS  
UNDER SOLE SOURCE EXCEPTION TO FORMAL  
BIDDING REQUIREMENTS**

**WHEREAS**, N.C.G.S 143-129(e)(6), Procedure for Letting of Public Contracts, allows for the waiver of formal bidding requirements for purchases of apparatus, supplies, materials, or equipment when performance or price competition for a product are not available, or a needed product is available from only one source of supply, or standardization or compatibility is the overriding consideration; and

**WHEREAS**, the Brunswick County Sheriff's Office Detention Center is in need of control room touch screen computer replacements for existing equipment that is obsolete; and

**WHEREAS**, these computers are part of the overall security infrastructure of the detention center and are needed to unlock and open doors, as well as operate the intercom systems to communicate with inmates and detention center staff; and

**WHEREAS**, South Western Communications Inc. d/b/a SWC is the vendor that initially installed computer systems and provided custom programming for same; and

**WHEREAS**, it is necessary to utilize the same vendor for the touch screen computer replacements to maintain compatibility and standardization with the existing system and other components of the overall security infrastructure that will remain; and

**WHEREAS**, the governing board must approve the purchase under this bidding exemption prior to awarding the contract.

**NOW, THEREFORE BE IT RESOLVED**, that the Brunswick County Board of Commissioners approves the purchases described herein utilizing the exception to formal bidding requirements contained in N.C.G.S. 143-129(e)(6) and finds that the conditions described in that statute have been met.

Adopted this the 20th day of June, 2022.

Randy Thompson, Chairman  
Brunswick County Board of Commissioners

ATTEST:  
Daralyn Spivey, NCCCC  
Clerk to the Board

**20. Tax Admin - June 2022 Releases – Approved**

The Board approved the June 2022 releases.

**21. Utilities – Sole Source Grinder Pump Packages – Approved**

The Board approved the purchase of Liberty sewer grinder pump station packages as an exception to the bidding requirements in accordance with NCGS 143-129.

**VI. PRESENTATION**

**1. County Attorney - Opioid Litigation Update**

The Board received an update from Attorney Harold Seagle regarding the national opioid litigation, the \$26 Billion national settlement with the major distributors, the remaining litigation with parties that have not yet settled, and the amount of settlement funds Brunswick County will receive.

**2. Administration - Award of Opioid Settlement Funds**

The Board received NC Opioid Settlement Funds and request an approval for a budget amendment and grant project ordinance designating the current estimate of \$13,609,604 being dispersed between years 2022 and 2038 into a special revenue fund to be used for county eligible projects. Commissioner Williams moved to approve the budget amendment. The motion was seconded by Commissioner Sykes



and passed unanimously (5 to 0).

**3. Administration - Endorsement of Golden Leaf Community-Based Grants Initiative (CBGI)**

The Board authorized the County Manager to endorse the grant project received from Brunswick Community College (BCC) for the Golden Leaf Community-Based Grants Initiative (CBGI). Vice - Chairman Forte moved to approve the authorization for the County Manager to endorse grant projects. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

**VII. Public Hearing**

1. Chairman Thompson opened the Public Hearing regarding the not to exceed \$5,740,000 General Obligation Public Improvement Bonds, Series 2022A of the County of Brunswick, North Carolina at 6:37 p.m. and hearing no comments, closed the Public Hearing.

**VIII. Administrative Report**

**1. Administration - Resolution for the Issuance of \$5,740,000 General Obligation Public Improvement Bonds, Series 2022A and \$53,000,000 General Obligation Schools Bonds, Series 2022B**

The Board heard a request to approve the Bond Resolution providing for the issuance of not to exceed \$5,740,000 General Obligation Public Improvement Bonds, Series 2022A and not to exceed \$53,000,000 General Obligation School Bonds, Series 2022B of the County of Brunswick, North Carolina. Vice-Chairman Forte made the motion to approve only the \$53M General Obligation School Bonds, setting the additional \$5,740,000 Public Improvement Bonds aside for the multi-use building located in Waccamaw to next fiscal year allowing for labor and material costs to decline, and to move forward with the \$53M General Obligation School Bond. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

**2. Administration - City of Boiling Spring Lakes Dam Projects Funding**

The Board considered a request from the City of Boiling Spring Lakes to provide financial support of \$3M for the City's projects to replace and improve several dams that were destroyed by Hurricane Florence in 2018 and to authorize Administration and the County Attorney to develop an interlocal agreement to provide funding of \$750,000 to the City in each of Fiscal Years 2024 through 2027. Vice - Chairman Forte made the motion to approve the initiation of the interlocal agreement, to be brought back before the Board for approval, to begin in FY 2024 for \$750K each year. The motion was seconded by Commissioner Cooke and passed unanimously (5 to 0).

**3. Administration - Fiscal Year 2022-2023 Budget Ordinance, Fees and Capital Improvement Plan**

The Board heard a request to approve the Fiscal Year 2022-2023 Budget Ordinance, Schedule of Fees and Five-Year Capital Improvement Plan. Vice-Chairman Forte

made the motion to adopt the FY 2022-2023 budget as presented. Commissioner Williams seconded the motion. The motion passed (4 to 1) with the following

recorded vote:

Chairman Thompson: Aye

Vice-Chairman Forte: Aye

Commissioner Cooke: Aye

Commissioner Sykes: Nay

Commissioner Williams: Aye

**4. Administration - Fiscal Year 2022-2023 Brunswick Senior Resources, Inc. Budget Appropriation**

The Board heard a request to approve a budget amendment to appropriate \$3,017,136 for payment to Brunswick Senior Resources, Inc. in Fiscal Year 2022-2023. Commissioner Cooke requested to be recused from the vote due to a possible conflict of interest. Commissioner Williams made the motion to allow for the recusal of Commissioner Cooke. Vice - Chairman Forte seconded the motion. The motion to allow for the recusal of Commissioner Cook was passed with a vote of (3-1) with the following recorded vote:

Chairman Thompson: Aye

Vice-Chairman Forte: Aye

Commissioner Sykes: Nay

Commissioner Williams: Aye

Commissioner Williams made the motion to approve a budget amendment to appropriate \$3,017,136 for payment to Brunswick Senior Resources, Inc. in Fiscal Year 2022-2023. Vice - Chairman Forte seconded the motion. The motion passed with a vote of (3-1) with the following recorded vote:

Chairman Thompson: Aye

Vice-Chairman Forte: Aye

Commissioner Sykes: Nay

Commissioner Williams: Aye

**5. Communications - Brunswick County Branding Concept Update**

The Board reviewed the proposed branding concepts for Brunswick County's new logo, seal, color palette, and tagline. Commissioner Williams made the motion not to approve the presented concept. Staff will revisit and develop a better branding concept. Vice – Chairman Forte seconded the motion. The motion passed unanimously (5 to 0).

**6. Superior Court Judge's Office - Memorandum of Agreement with NC Administrative Office of the Courts**

The Board heard the annual renewal of Memorandum of Agreement between Brunswick County, Judge Jason C. Disbrow and the North Carolina Office of the Courts for the Trial Court Coordinator State Employee Position and delegate signing authority of agreement to County Manager. Commissioner Cooke made

the motion to approve the Agreement. Commissioner Williams seconded the motion. The motion to approve the Memorandum of Agreement with NC

Administrative Office of the Court was passed with a vote of (4-1) with the following recorded vote:

Chairman Thompson: Aye

Vice-Chairman Forte: Aye

Commissioner Cooke: Aye

Commissioner Sykes: Nay

Commissioner Williams: Aye

## **IX. BOARD APPOINTMENTS**

### **1. Governing Body - Board Appointment**

Commissioner Cooke made the motion to appointed Dr. John Ward to the Brunswick-Columbus International Park Inc. Board. Commissioner Williams seconded the motion. The motion passed unanimously (5-0).

## **X. OTHER BUSINESS/INFORMAL DISCUSSION**

1. The July 18 Meeting is to be placed on the schedule. Commissioner Williams made the motion to place the July 18 meeting back on the calendar. Vice – Chairman Forte seconded the motion. The motion passed unanimously (5-0).

## **XI. CLOSED SESSION**

The Board of Commissioners entered into closed session at 7:25 p.m. pursuant to G.S. § 143-318.11(a)(1) to approve closed session minutes, G.S. § 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege.

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

Commissioner Williams made the motion to enter Closed Session at 7:25 p.m. with Commissioner Cooke seconded the motion. The motion passed unanimously (5 to 0).

Chairman Thompson called the Regular Session to order at 8:30 p.m.

The following statement was made by Mr. Shaver: The Board moved to authorize staff to obtain a utility easement on parcel 1820004201 for the Mulberry Branch Water Reclamation Facility through means up to and including condemnation.

**X. ADJOURNMENT**

Commissioner Forte moved to adjourn the meeting at 8:33p.m. The motion was seconded by Commissioner Williams. The motion passed unanimously (5 to 0).

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Randy Thompson, Chairman  
Brunswick County Board of Commissioners

Attest:

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Daralyn Spivey, NCCCC  
Clerk to the Board