

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**REGULAR MEETING**  
**July 18, 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  
Andrea White, Interim Clerk to the Board  
Meagan Kascsak, Communications Director  
Currie Elkins, MIS  
Sgt. Smith, 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 6:01 p.m.

**II. INVOCATION/PLEDGE OF ALLEGIANCE**

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

**III. ADJUSTMENTS/APPROVAL OF AGENDA**

Commissioner Sykes moved to amend the agenda to move Board Action Item V-4 Fiscal Items – Dixie Youth Travel Restricted Budget Amendment from the Consent Agenda to Administrative Report under VI-5 for further discussion and clarity. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

**IV. PUBLIC COMMENTS**

Mr. Charlie Walker spoke of his concerns for a traffic signal near Eagle Pines and Sea Pines communities.

Mr. Nicholas Cherasaro spoke to the funding request for the Continuity of Operations Plan.

Mr. Tom Russell spoke to the process of county funding and the Continuity of Operations Plan.

Mr. Steve Womble spoke to the need for speed control in Sea Pines/Eagle Pines communities along with a traffic signal at the Sea Pines/Long Beach Rd intersections.

**V. APPROVAL OF CONSENT AGENDA**

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

1. **Clerk to the Board - Juvenile Crime Prevention Council Appointment- Approved**  
The Board approved and the selection of Deputy Willie McCrae as the Brunswick County Sheriff's Designee, left vacant by Deputy T.K. Nowell.
2. **Clerk to the Board – Meeting Minutes – Approved**  
The Board approved the draft minutes from the Regular Meeting of June 20, 2022.
3. **County Attorney - Northern Lights, Phase 3 & 4 DOD– Approved**  
The Board approved a Deed of Dedication for water and sewer infrastructure for Northern Lights, Phase 3 & 4.
4. **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:
  - FY23 JCPC Funding Budget Appropriation**  
Appropriation of state revenues restricted of \$242,486 as awarded by the Juvenile Crime Prevention Council from the NC Department of Public Safety and approved at the 4/19/2021 board meeting. The following has been awarded to the JCPC Programs; JCPC Administration \$9,100, Coastal ART \$44,990, Guiding Good Choices (GCC) & Systematic Training for Effective Parenting (STEP) \$47,289, Providence Home \$20,441, Teen Court \$57,541, Restitution \$63,125.
  - Mosquito and Tick State Funding Budget Amendment**  
Appropriation of \$16,000 of state funding Mosquito and Tick Suppression for continue surveillance and efforts to reduce tick and mosquito-borne diseases. Expenditures will be planned based on recommendations from Brunswick County's Vector Control Supervisor.
  - American Rescue Plan (ARP) Grant Ordinances**  
Approved Grant Ordinances for American Rescue Plan Premium Pay and Trailwood Force Main Projects updated to reflect actual project expenditures.
  - Insurance Proceeds Budget Amendment**  
Appropriation \$23,196 of fund balance for rollover of insurance proceeds received in FY22 with repairs needed in FY23.
  - Breast Feeding Peer Counselor Budget Amendment**  
Appropriation of \$5,900 of additional state revenues restricted awarded in the Breast-Feeding Peer Counselor program for the FY23 program year.
  - Dixie Youth Travel Restricted Budget Amendment**  
Moved to Administrative Report (Board Action Item VI-5).
5. **Health and Human Services – Social Service – Annual Energy Outreach Plan- Approved**  
The Board approved the Social Services Energy Outreach Plan for fiscal year 2022-2023.
6. **Parks & Recreation - Renewal of Memorandum of Agreement between Brunswick County Parks & Recreation and Brunswick County Board of Education- Approved**  
The Board reviewed and approved the renewal of the Memorandum of Agreement between Brunswick County (Parks & Recreation) and Brunswick County Board of Education.
7. **Sheriff's Office – 911 Recorder Replacement Agreement - Approved**  
The Board approved an agreement for the purchase of the 911 Center's primary and backup recording systems to replace the existing system that is end of life. This system is valued at \$181,340, is 82% funded by the State, and part of the approved FY22 budget.
8. **Sheriff's Office – GHSP LEL Grant Award Acceptance– Approved**  
The Board approved an award with the Governor's Highway Safety Program grant for the Law Enforcement Liaison position currently held by a Sheriff's Office Lieutenant for FY23 by signing a resolution with GHSP. The grant award is valued at \$25,000 with no county match requirement.
9. **Sheriff's Office - SCAAP Grant Award Acceptance - Approved**  
The Board accepted an award from the BJA FY 2020 State Criminal Alien Assistance Program (SCAAP) grant valued at \$15,573 with no county match requirement.
10. **Soil and Water - Streamflow Rehabilitation Assistance Program Grant Award – Approved**

The Board approved the grant award as presented by the NC Division of Soil and Water Conservation and to delegate signature authority to the County Manager.

**11. Tax Admin – May 2022 Releases – Approved**

The Board approved the July 2022 releases.

**12. Utilities – Grinder Pump Package Contract Approval Myers – Approved**

The Board approved a contract with Preferred Sources Inc. (Myers Grinder Pumps) for purchase of grinder pump packages.

**13. Utilities – Harper GC Sea Trail WWTP – Approved**

The Board authorized the Chairman and Clerk to the Board to execute the contract with the Harper Corporation-GC in an amount of \$774,900 for the construction of the Sea Trail WWTP improvements project and associated budget amendment.

**14. Utilities – I&E Bay Enclosure– Approved**

The Board authorized the Chairman and Clerk to the Board to execute the construction contract with Enterprises G, Inc. for the I&E Bay Enclosures project for the base bid amount of \$258,340.

**15. Utilities – NWWTP SCADA Tower Project- Approved**

The Board authorized the authorize the Chairman and Clerk to the Board to execute the construction contract with Advanced Wireless Solutions, Inc. for the NWWTP SCADA tower project for the base bid amount of \$182,824.00.

**16. Utilities - Subsite Sole Source Ditch Witch - Approved**

The Board approved the purchase of specialty products, Subsite Electronics Horizontal Directional Drill Guidance Systems, for Public Utilities as an exception to the bidding requirements in accordance with NCGS 143-129.

**17. Utilities - TA Loving Co, Raw Waterline Repair Black Rock Road -Approved**

The Board authorized the Chairman and Clerk to the Board to execute the contract with TA Loving Company, in an amount of \$127,600 for the Raw Waterline Repair at Black Rock Road and associated budget amendment.

**18. Utilities - WBR Office Tract Timber Sale – Approved**

The Board approved the sale of timber on the West Brunswick Regional Office Tracts 41, 42, and 412 as identified in the Forest Management Plan to Canal Wood LLC., in the amount of \$79,143.00 and authorize the Chairman and Clerk to the Board to approve the contract.

**19. Utilities - West Brunswick WWTP Drip Site Filter Replacement – Approved**

The Board approve a contract with Waste Water Systems Inc. in the amount of \$143,691.00 for the replacement of one of the existing filter trains (south filter) at the West Brunswick Regional WWTP Drip Site, subject to final approval of contract by County Attorney.

**VI. ADMINISTRATIVE REPORT**

**1. Emergency Services - IEM Services Agreement**

Mr. Ed Conrow, Emergency Operations Director, requested approval of a Services Agreement between IEM and Brunswick County for consulting services to conduct an update of the County-wide Emergency Operations Plan and Continuity of Operations Plan. Commissioner Cooke made the motion to approve the funds. Commissioner Forte 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

**2. Governing Body - NCACC Voting Delegate**

Commissioner Williams made the motion to designate Vice-Chairman Forte as the voting delegate and Chairman Thompson as the alternate voting delegate to represent Brunswick County at the 2022 NCACC Annual Conference and NCACC Legislative

Goals Conference. Commissioner Cooke seconded the motion and passed unanimously (5 to 0).

**3. Utilities - Lead & Copper Mitigation Program**

Mr. Brent Lockamy requested the Board authorize the use of \$1.4 million in County ARP funds to create and fund a Lead & Copper Mitigation Program through December 2026 and approve an associated budget amendment. The program includes approval of a full-time employee position, consulting services for creation of an inventory database, and some anticipated construction costs for service line replacement. Commissioner Williams made the motion to authorize the funding. The motion was seconded by Vice-Chairman Forte and passed unanimously (5 to 0).

**4. Utilities - SE Area Improvements - St. James**

Commissioner Sykes made the motion to approve the funds of \$1,930,278.37 in County ARPA funds to fund a joint water transmission project with St. James and approve an Interlocal Agreement allowing St. James to subaward \$1,991,221.63 of ARPA funds to Brunswick County for use in the project. The motion was seconded by Vice-Chairman Forte and passed unanimously (5 to 0).

**5. Parks and Recreations - Dixie Youth Travel Restricted Budget Amendment**

Commissioner Sykes made the motion to increase the appropriation from \$45,000 to \$90,000 of fund balance be appropriated for Parks and Recreation Administration Dixie Youth Travel restricted for Dixie Boys and Girls teams attending the world series. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

**VII. OTHER BUSINESS/INFORMAL DISCUSSION**

**VIII. ADJOURNMENT**

Commissioner Williams moved to adjourn the meeting at 7:12 p.m. The motion was seconded by Vice-Chairman Forte and 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