

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS**  
**OFFICIAL MINUTES**  
**REGULAR MEETING**  
**August 15, 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  
LeAnn Weigand, Executive Assistant  
Amber Merklinger, Communications Specialist  
Currie Elkins, MIS  
Lt. 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**

Chairman Thompson gave the Invocation and led the Pledge of Allegiance.

**III. ADJUSTMENTS/APPROVAL OF AGENDA**

Chairman Thompson asked for adjustments to the agenda. Mr. Shaver, County Attorney advised there would be a need to add a Closed Session to the agenda. Commissioner Williams made the motion to approve the amended agenda. The motion was seconded by Commissioner Cooke and passed unanimously (5 to 0).

**IV. PUBLIC COMMENTS**

Mr. Clark Harris introduced himself as the Executive Director of Unique Places to Save and work with NC Land and Water Fund and the future of Eagle Island.

Mr. Gary Otsby spoke to the stormwater issues in the county and the current flood plain mapping.

Mr. Joe Carteret spoke to the issue of permitting vendors.

Mr. Nick Cherasaro spoke to request streaming of the meetings into the community.

Mr. Edward Barkley spoke to the reverse osmosis water system and the logo for the County.

**V. APPROVAL OF CONSENT AGENDA**

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

**1. Administration - State Courthouse Leases - Approved**

The Board approved the lease for state highway patrol and juvenile justice in the Brunswick County Courthouse.

**2. County Attorney - Byrd Watch at Sea Trail Plantation, Ph 2, Lots 14-49, Deed of Dedication - Approved**

The Board accepted the deed of Dedication for water and sewer infrastructure in Byrd Watch at Sea Trail Plantation, Phase 2, Lots 14-49.

**3. County Attorney - Refund Request for Excise Tax – Approved**

The Board approved the renewal of the funded agency agreement between Brunswick County and the non-profit agency - Brunswick Family Assistance.

**4. Finance - Fiscal Items - Approved**

Request that the Board approved Budget Amendments, Capital Project Ordinances, and Fiscal Items of a routine nature on the consent agenda.

**-2016 Bond Referendum Projects Phase 3 Budget Amendment and CPO**

Appropriated proceeds from GO Debt of \$45,815,000 and \$5,869,432 of bond premium to the 2016 Bond Referendum Phase 3 project.

**5. Health and Human Services - Health Services – Annual Flu Vaccine Order - Approved**

The Board approved the annual flu vaccine order for FY22-23 and authorized staff to execute an agreement subject to County Attorney approval.

**6. Health and Human Services: Social Services - Non-Emergency Medical Transportation - Approved**

The Board approved the Non-Emergency Medicaid Transportation contracts with Brunswick Transit System Inc., Ivory's Accessible Transport Services Inc., and Med Trans of North Carolina LLC.

**7. Planning – NC Map Review Officer Resolution Update – Approved**

The Board approved a North Carolina Map Review Officers Resolution that amends the list of NC Map Review Officers designated within Brunswick County. The Resolution reads as follows:

**RESOLUTION AMENDING REVIEW OFFICER DESIGNATION  
FOR MAPS AND PLATS**

**WHEREAS**, North Carolina General Statute § 47- 30. 2 has been enacted into law by the General Assembly of 1997, and pursuant to that statute, the Brunswick County Commissioners have designated certain persons as review officers, and

**WHEREAS**, there has been a change in the personnel of Brunswick County, and

**WHEREAS**, it is the intent of Brunswick County Commissioners to provide that there are an adequate number of review officers to prevent patrons unnecessarily waiting and to avoid customer delay in recording maps or plats.

**NOW THEREFORE**, the Brunswick County Commissioners hereby amend the Map Review Officer Resolution dated September 15, 1997, to add the names of and hereby charge Nicole Morgan and Gilbert Combs to execute the duties and obligations of that office, as proscribed in the above- named General Statute. Further, the Commissioners hereby amends the said Resolution to delete the name of Robert Lewis and Sharon Elwood. Except as Amended herein, the previous Resolution of September 15, 1997, remains in full force and effect. This instrument shall be duly executed and then filed in the Brunswick County Register of Deeds Office, indexed in the Grantor Index in the name of the Review Officer named above.

This the 15<sup>th</sup> day of August 2022.

Randy Thompson, Chairman  
Brunswick County Board of Commissioners

ATTEST:

Daralyn Spivey NCCCC  
Clerk to the Board

**8. Tax Admin - August 2022 Releases**

The Board approved the August 2022 releases.

**9. Utilities - Biosolids RFP Award – Approved**

The Board approved and awarded, in the amount of approximately \$715,000 per year, the contract for removal and disposal of biosolids from the Brunswick County Wastewater Treatment Facilities to EMA Resources Inc., based on proposals received on June 9, 2022.

**10. Utilities - Grinder Pump Package Contract Approval - Crane – Approved**

The Board approved the contract with Crane Pumps and Systems for the continued purchase of Barnes Grinder Pump packages.

**11. Utilities - Heritage Sole Source Supplies Contract Approval – Approved**

The Board approved a contract with Heritage Water Systems for purchase of replacement grinder pumps and kits as manufactured by Crane Pump Systems (Barnes Grinder Pumps).

**12. Utilities - Sole Source List – Approved**

The Board approved a resolution excepting the purchase of certain apparatus, supplies, materials, or equipment from certain bidding requirements in accordance with NCGS 143-129(e) (6). The Resolution reads as follows:

**RESOLUTION AUTHORIZING PURCHASE OF SPECIALITY  
PRODUCTS USED BY PUBLIC UTILITIES 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 bidding requirements for purchases of apparatus, supplies, materials, or equipment when performance or price competition for a product are not available, a needed product is available from only one source of supply, or standardization or compatibility is the overriding consideration; and

**WHEREAS**, the Brunswick County Public Utilities Department utilizes numerous products in the day-to-day operation of the County’s water and sewer systems; and

**WHEREAS**, certain products are often available from only one source of supply because either the products are proprietary to the supplier or standardization or compatibility with existing equipment or processes is an overriding consideration such that performance and/or price competition are not available; and

**WHEREAS**, the Board of Commissioners last approved a sole source specialty products list and exception to formal bidding requirements on August 5, 2019; and

**WHEREAS**, pursuant to Section 7.7.1 of the County’s Contract, Purchasing, and Property Disposal Policy, any sole source purchase approval intended to apply to reoccurring purchases must be reviewed and approved by the Board of Commissioners at least every three years to ensure that a sole source exception still applies; and

**WHEREAS**, the attached list specifies apparatus, supplies, materials, or equipment to be purchased under sole source exception to formal bidding requirements and the justification for same; and

**WHEREAS**, the governing board must approve the purchases of products on the attached list under the bidding exception prior to awarding any contract for same.

**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 15<sup>th</sup> day of August, 2022.

Randy Thompson, Chairman  
Brunswick County Board of Commissioners

ATTEST:  
Clerk to the Board

**VI. PRESENTATION**

**1. Clerk to the Board - Trillium Annual Report**

The Board received a presentation from Dennis Williams, Southern Regional Director of Trillium and the introduction of the incoming Regional Director, Cecelia Peers.

**VII. OTHER BUSINESS/INFORMAL DISCUSSION**

Commissioner Cooke:

Reminded those present that COVID tests are available at the Health Department.

Commissioner Williams:

Thanked the Board for the support over the last year as he completed his term as the NCACC President and for the attendance at the Emergency Preparedness training to include staff's attendance.

Any Legislative Goals that would need to be submitted to the State Association would need to be routed through the County Manager and would need to have them by August 22.

Operation Green Light with to honor Veterans over Veterans Day 2022

**VIII. CLOSED SESSION**

1. The Board of Commissioner entered into closed session pursuant to 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 between the attorney and the public body.

Mr. Shaver noted the above statutory requirements.

Commissioner Williams made the motion to enter Closed Session at 6:47 p.m. The motion was seconded by Commissioner Cooke and passed unanimously (5 to 0).

Chairman Thompson called the Regular Session to order at 6:57 p.m.

**IX. ADJOURNMENT**

Commissioner Cooke moved to adjourn the meeting at 6:57 p.m. The motion was seconded by Commissioner Williams 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