

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
OFFICIAL MINUTES  
REGULAR MEETING  
NOVEMBER 6, 2017  
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 Frank Williams, Chairman  
Commissioner Randy Thompson, Vice-Chairman  
Commissioner J. Martin Cooke  
Commissioner Pat Sykes  
Commissioner Mike Forte

**STAFF:** Ann Hardy, County Manager  
Steve Stone, Deputy County Manager  
Bob Shaver, County Attorney  
Julie Miller, Finance Director  
Andrea White, Clerk to the Board  
Amanda Hutcheson, PIO  
Capt. Mark Trull, 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 Williams called the meeting to order at 3:00 p.m.

**II. INVOCATION/PLEDGE OF ALLEGIANCE**

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

**III. ADJUSTMENTS/APPROVAL OF AGENDA**

Chairman Williams asked if there were any adjustments to the agenda. There were no adjustments requested.

Commissioner Sykes moved to approve the agenda as presented. The vote of approval was unanimous.

**IV. PUBLIC COMMENTS**

Chairman Williams announced that no one signed up to speak during the Public Comments portion of the agenda.

**V. APPROVAL OF CONSENT AGENDA**

Commissioner Cooke moved to approve the Consent Agenda as presented. The vote of approval was unanimous. The following items were approved:

1. **Administration - Memorandum of Understanding - Brunswick Community College**  
Approved a Memorandum of Understanding with Brunswick Community College regarding future shared use of the classrooms at the South Brunswick Isles Center.
2. **Administration - Ratification of a Resolution Honoring Eagle Scout Wilton McBryde Warner, IV**  
Ratified the approval of a resolution honoring Eagle Scout Wilton McBryde Warner, IV.

**RESOLUTION HONORING EAGLE SCOUT WILTON MCBRYDE WARNER, IV**

**WHEREAS**, it is a mark of distinction when Boy Scouts of America confers upon a Scout the rank of Eagle Scout, only after that Scout has demonstrated to his peers and to his troop leaders that he has the capacity for greatness and the ability to retain knowledge and skill as the organization has instructed; and

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**WHEREAS**, those Scouts that maintain their allegiance to Scouting, and follow its law, and live by its motto, have shown that those precepts shall not fail them in their later years, no matter the particular course that is charted; and

**WHEREAS, WILTON MCBRYDE WARNER, IV** has now earned a mark of distinction, an approval of his peers and his supervisors, and the tradition of Eagle Scout is now entrusted to him as he has demonstrated his ability to protect that distinction, defend the honor of Scouting, and preserve for those who will come after him that special distinction of being an Eagle Scout; and

**WHEREAS**, in cooperation with the Town of Sunset Beach, said Scout completed a landscaping project to enhance a portion of the area adjacent to and surrounding the fishing pier located on the Intracoastal Waterway by cleaning up the general area, updating and installing new landscaping and installing two picnic tables for public use; and

**WHEREAS**, said Scout has maintained his status on the honor roll at school over the years, participated in numerous clubs, leadership programs and sports teams, and contributed over 200 hours of community volunteer service, volunteering with several programs at his church, assisting the elderly, distributing food, charitable fundraising, beach and waterway clean sweeps, flag presentations, and several Scout projects, including assisting fellow Scouts with Eagle Scout project completion.

**NOW, THEREFORE, BE IT PROCLAIMED THAT** the Brunswick County Board of Commissioners does hereby recognize and honor **Wilton McBryde Warner, IV** on his elevation to Eagle Scout, does hereby congratulate him on a job well done, and does hereby encourage him to continue to reach for goals that seem far away, but are never out of the reach of hope.

This the 5<sup>th</sup> day of November, 2017.

Frank L. Williams, Chair  
Brunswick County Board of Commissioners

ATTEST:  
Andrea White, NCCCC  
Clerk to the Board

3. **Board Appointment - Parks & Recreation Advisory Board - District 3**  
Appointed Mr. Michael F. Sullivan to fill the vacant District 3 seat on the Parks & Recreation Advisory Board. The term will expire June 30, 2018.
4. **Board Appointment - Town of Calabash ETJ Planning and Zoning Board**  
Approved the recommended reappointment of Mrs. Clare Leary as the ETJ member to the Calabash Planning and Zoning Board.
5. **Clerk to the Board - Meeting Minutes**  
Approved the draft minutes from the October 16, 2017 Regular Meeting.
6. **Emergency Services - 2017 EMPG Grant**  
Approved and accepted the grant award for the 2017 Emergency Management Performance Grant Program.
7. **Finance - Fiscal Items**  
Approved Budget Amendments, Capital Project Ordinances and Fiscal Items of a routine nature presented on the consent agenda.
  - **Brunswick Community College Reserves Budget Amendments**  
Appropriated \$138,638 in funds derived from the FY 2017 Brunswick Community College final accounting of local funds and placed in the reserve for use by the college. Per the MOU for funding the Allied Health Facility project, transferred \$138,638 to the County Capital Reserve designated for the Brunswick Community College Allied Health Building Addition.
  - **Leland Senior Center Budget Amendment**  
Closed the Leland Senior Center project and transferred \$51,604 of unexpended funds to the county capital reserve undesignated fund for use in future projects.
  - **Firing Range Project Budget Amendment**  
Closed the Firing Range project and transferred \$31,981 of unexpended funds to the county capital reserve undesignated fund for use in future projects.

8. **Health and Human Services - Health Services - Carolina Healthcare Associates, Inc. Service Contract**  
Approved the 2017-2018 contract between Brunswick County and Carolina Healthcare Associates, Inc.
9. **Health and Human Services - Social Services - Brunswick Family Assistance Low Income Energy Assistance Program Contract**  
Approved the contract with Brunswick Family Assistance (BFA) to assist with processing applications for the Low-Income Energy Assistance Program (LIEAP).
10. **Health and Human Services - Social Services - Brunswick Family Assistance Service Contract Increase**  
Approved an increase to the Brunswick Family Assistance fee-for-service contract in the amount of \$15,000 to be dedicated to the opening of the Leland site.
11. **Health and Human Services - Social Services: Subsidized Child Care Local Policy**  
Approved the Subsidized Child Care Assistance Local Policy.
12. **Operation Services - Demolition of Southport BCC Campus Gym**  
Approved demolition of the Southport Gym utilizing county forces.
13. **Parks & Recreation – Lockwood Folly Park Picnic Shelter Rentals**  
Approved adding Lockwood Folly Park Picnic Shelter #1 to the Shelter Reservation Agreement.
14. **Utilities - Wells Brothers Construction Final Adjusting Deductive Change Order No. 1 Middleton Road Water Main Project**  
Approved Final Adjusting Deductive Change Order No. 1 with Wells Brothers Construction in the amount of \$140,833 reducing the contract amount from \$933,070 to \$852,237 for construction of the Middleton Road Water Main Project.
15. **Utilities - Dellinger, Inc., Final Adjusting Deductive Change Order No. 1 211 WTP 1 MGD Clearwell Tank Project**  
Approved Final Adjusting Deductive Change Order No. 1 with Dellinger, Inc., in the amount of \$57,366.32 and reduction of the contract from \$1,650,000 to \$1,592,634 for construction of the Highway 211 Water Treatment Plant 1 MGD Clearwell Tank Project.

## VI. PRESENTATION

1. **Auditor's Report on the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2017 (Paula Hodges, Partner - Martin Starnes and Associates, CPAs, P.A.)**  
Request that the Board of Commissioners receive the report from Ms. Paula Hodges, partner of Martin Starnes and Associates, CPAs, P.A., regarding the auditors' opinion of the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2017.  
  
Ms. Paula Hodges, representing Martin Starnes and Associates, presented the June 30, 2017 Audit results. The audit opinion on the county's financial statements will be unmodified, which means a clean opinion. The audit opinion on the county's compliance with federal and state awards programs will also be unmodified. Ms. Hodges thanked Ms. Ann Hardy, Ms. Julie Miller, the Finance department, and the Health and Human Services employees who work with the grant programs for their assistance during the audit process. She also reviewed the new accounting standards for this year and the upcoming year.
2. **Proclamation - National Hospice Palliative Care Month (Commissioner Pat Sykes)**  
Request that the Board of Commissioners proclaim the month of November as National Hospice Palliative Care Month.  
  
Commissioner Sykes read the Proclamation and moved approval. The vote of approval was unanimous.  
  
Commissioner Sykes presented the Proclamation to Ms. Amy Leighton, Brunswick County Community Outreach Coordinator for Lower Cape Fear Hospice.

**PROCLAMATION**

**NATIONAL HOSPICE PALLIATIVE CARE MONTH**

**WHEREAS**, Lower Cape Fear hospice and palliative care services empower people to live as fully as possible, surrounded and supported by family and loved ones, despite serious and life-limiting illness; and

**WHEREAS**, Lower Cape Fear hospice and palliative care bring patients and family caregivers the highest quality care delivered by an interdisciplinary team of skilled professionals that includes physicians, nurses, social workers, therapists, counselors, health aides, spiritual care providers, volunteers and others who make the wishes of each patient and family a priority; and

**WHEREAS**, this is accomplished through pain management and symptom control, caregiver training and assistance, and emotional and spiritual support, allowing patients to live fully and make more meaningful moments until the end, surrounded and supported by the faces of loved ones, friends, and committed caregivers; and

**WHEREAS**, Lower Cape Fear Hospice has served over 6,000 patients in six NC counties, including Brunswick County; and

**WHEREAS**, over 500 trained volunteers contributed 33,000 hours of service to hospice programs last year, saving the community over \$796,000 in sweat-equity dollars; and

**WHEREAS**, Lower Cape Fear hospice and palliative care providers encourage all people to learn more about options of care and to share their wishes with family, loved ones, and their healthcare professionals.

**NOW, THEREFORE**, be it resolved that the Brunswick County Commissioners do hereby proclaim November 2017 as **National Hospice Palliative Care Month** and encourage citizens to increase their understanding and awareness of care at the end of life and to observe this month with appropriate activities and programs.

This the 6<sup>th</sup> day of November, 2017.

Frank Williams, Chairman  
Brunswick County Commissioners

Attest:  
Andrea White  
Clerk to the Board

**VII. ADMINISTRATIVE REPORT**

**1. Administration - Resolution Approving the Financing by Bolivia Volunteer Fire Department (Ann Hardy, County Manager)**

Request that the Board of Commissioners support the Resolution Approving the Financing by Bolivia Volunteer Fire Department.

County Manager Hardy explained that in 2015 the county exchanged a piece of property with the Bolivia Volunteer Fire Department on which they plan to construct a new fire station. The Fire Department is receiving a construction loan in the amount of \$1,087,611, followed by permanent financing through USDA. The finance office has reviewed this item and this will replace a payment that they are current making. The Fire Department currently has the funding to provide for this loan service, however, they receive approximately \$97,638.00 per year of county ad valorem funds.

Commissioner Cooke moved to approve the Resolution approving the financing by Bolivia Volunteer Fire Department. The vote of approval was unanimous.

**2. Administration - Surplus Property Offer Parcels 142HB024, 142HB025, 157AA015 and 157AA016 (Steve Stone, Deputy County Manager)**

Request that the Board of Commissioners consider an offer of \$2,500 for parcels 142HB024, 142HB025, 157AA015 and 157AA016.

Deputy County Manager Stone explained that an offer had been received for four surplus property parcels. Parcels 142HB024 and 142HB025 are located on Juniper Road in Boiling Spring Lakes and parcels 157AA015 and 157AA016 are located on Prospect Road in Boiling Spring Lakes. The Juniper Road properties each have a current tax value of \$4,000 and were acquired by the county in 1985 for \$956.41. The Prospect Road properties each have a current tax value of \$10,000 and were acquired by the county in 1986 for \$1,024.87. All four

parcels are just under .25 acres each. If the offer is accepted, these parcels will go through the upset bid process.

Commissioner Sykes moved to accept the offer of \$2,500 for parcels 142HB024, 142HB025, 157AA015 and 157AA016. The vote of approval was unanimous.

3. **Operation Services - National Motto on Vehicles (Stephanie Lewis, Director of Operation Services)**

Request that the Board of Commissioners approve to add the national motto to all county fleet, excluding the Sheriff's Office vehicles.

Ms. Stephanie Lewis, Director of Operation Services, requested that the Board consider adding the National Motto to all county fleet exclusive of the Sheriff's Office vehicles. The cost will be approximately \$1,250 and can be absorbed in the budget. If approved, the motto will be added as vehicles are brought in for service.

Commissioner Cooke moved to proceed with adding the National Motto, which was passed by the 84<sup>th</sup> Congress in 1956 by President Dwight Eisenhower as the official motto, as we have it on this building and by these Chambers, "In God We Trust" on the county vehicles, excluding the law enforcement vehicles, with the option of revisiting the law enforcement vehicles at a later date. The vote of approval was unanimous.

4. **Parks & Recreation - NC Coastal Management Program Grant Award for Holden Beach Park Phase 2 (Aaron Perkins, Director of Parks & Recreation)**

Request that the Board of Commissioners approve the FY 2017-18 NC Coastal Management Program Grant of \$200,000 and appropriate matching cash funding of \$33,333 and in-kind site services for \$33,333 to assist in developing the 35-acre Holden Beach Property.

Mr. Aaron Perkins, Director of Parks & Recreation, requested that the Board consider approving the NC Coastal Management Program Grant of \$200,000 and appropriate matching cash funding of \$33,333 and in-kind site services for \$33,333 to assist in developing the 35-acre Holden Beach Property.

Chairman Williams moved to approve the grant as presented. The vote of approval was 3 to 2 (Ayes – Chairman Williams, Commissioner Cooke, Commissioner Forte / Nays – Vice-Chairman Thompson, Commissioner Sykes).

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

1. Commissioner Forte publicly thanked Commissioner Cooke and his daughter for their assistance with last-minute photography at a family wedding.
2. Vice-Chairman Thompson publicly recognized the efforts of Eagle Scout Wil Warner and noted that the presentation ceremony on Sunday went well.
3. Vice-Chairman Thompson publicly recognized the level of services being provided to our local veterans by our Veteran Services office, noting that there are close to 14,000 veterans in Brunswick County. Vice-Chairman Thompson expressed his appreciation of the assistance the Veteran Service office provided in gathering information for the presentation he will be giving at Sunset Beach for Veterans Day.

It was the consensus of the Board that Veteran Services attend the January 2, 2018 meeting to present, in more detail, the services they provide and possibly invite some of the veteran groups to attend.

## **IX. CLOSED SESSION**

1. **Closed Session**

Request that the Board of Commissioners enter into Closed Session pursuant to G.S. 143-318.11(a)(1) to approve Closed Session Minutes, G.S. 143-318.11(a)(3) to consult with its attorney and G.S. 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses.

Mr. Bob Shaver, County Attorney, stated that the statutory grounds cited in the packet include to approve closed session minutes, consult with the attorney, and to discuss the location or expansion of industries or other businesses.

Chairman Williams moved to enter into Closed Session at 3:28 p.m. pursuant to G.S. 143-318.11(a)(1), G.S. 143-318.11(a)(3) and G.S. 143-318.11(a)(4). The vote of approval was unanimous.

Chairman Williams called the Regular Meeting back to order at 4:03 p.m. and asked the County Attorney if there was anything to report from Closed Session.

Mr. Shaver stated there was nothing to report.

**X.     ADJOURNMENT**

Commissioner Cooke moved to adjourn the Regular Meeting at 4:03 p.m. The vote of approval was unanimous.

Chair  
Brunswick County Board of Commissioners

Attest:

Andrea White, NCCCC  
Clerk to the Board