

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
REGULAR MEETING
JULY 17, 2017
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 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
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 6:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Vice-Chairman Thompson 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.

Commissioner Forte moved to approve the agenda as written. The vote of approval was unanimous.

IV. PUBLIC COMMENTS

Chairman Williams reviewed the public comment policy and announced that no one had signed up to speak.

V. APPROVAL OF CONSENT AGENDA

Vice-Chairman Thompson moved to approve the Consent Agenda. The vote of approval was unanimous. The following items were approved:

1. **Board Appointment - Library Board - At-Large**
Appointed Ms. Donna Morgan to the Library Board, representing an At-Large seat, filling the unexpired term of Ms. Karen Bowman which will expire on June 30, 2018.
2. **Board Appointment - Ocean Isle Beach Board of Adjustments**
Approved the reappointment of Mr. Frank Williamson and Ms. Jo Lammonds as ETA representatives on the Town of Ocean Isle Beach Board of Adjustments for a term of 3-years.
3. **Board Appointment - Nursing Home & Adult Care Home Community Advisory Committee - At-Large**
Reappointed Ms. Sheila Umbricht to an At-Large position on the Nursing Home & Adult Care Home Community Advisory Committee for a 3-year term expiring on July 01, 2020.
4. **Clerk to the Board - Meeting Minutes**
Approved the minutes from the June 14, 2017 Agenda Meeting, the June 19, 2017 Regular Meeting, and the July 10, 2017 Routine Business and Agenda Setting Meeting.

5. **Emergency Services - 2017 Tier II Grant**
Approved the receipt of funds and authorized the Emergency Services Director and the Finance Director to sign the 2017 Tier II Grant Memorandum of Agreement (MOA) and associated cost reports.
6. **Engineering - FY16 Enterprise Water Mains - Contract A: Apollo Street - Contractor Final Deductive Change Order**
Approved the deductive final adjusting change order in the amount of (\$10,000) with Hickman Utilities, Inc., for Contract A: Apollo Street water main as part of the FY16 Enterprise Water Main Top (7) & Apollo Street project.
7. **Finance - Fiscal Items**
Approved Budget Amendments, Capital Project Ordinances and Fiscal Items of a routine nature presented on the consent agenda.
 - **Brunswick Housing Opportunities Budget Amendment**
Transferred \$50,000 for Brunswick Housing Opportunities contract services approved from Health Services to the Department of Social Services.
 - **District 1 Senior Center Budget Amendment**
Appropriated \$20,000 of miscellaneous revenue for use in the District 1 Senior Center Project (Calabash) to set up the florist in the temporary building during construction.
 - **Code Administration New Position Budget Amendment**
Appropriated Building Permits Revenue \$56,118 to fund a new inspector salary and benefits in Code Administration for the increase in inspections and better manage workloads and customer service.
 - **Sheriff's Plan Phase 2 and 3 Budget Amendment**
Appropriated reserve funds of \$720,283 set aside for the initial capital and operating cost associated with phase 2 and 3 of the Sheriff's plan for additional deputies.
8. **Health and Human Services - Health Services - Contract for School Nursing**
Approved the FY 2017-2018 contract with Brunswick County Schools for funding school nurses utilizing State-restricted funds.
9. **Health and Human Services - Health Services - Contracts FY 2017-2018 - New Hope Clinic**
Approved the FY 2017-2018 contract with New Hope Clinic, Inc.
10. **Health and Human Services - Health Services - Preparedness Coordinator**
Approved and executed the grant-funded preparedness coordinator renewal agreement for FY 2017-2018
11. **Health and Human Services - Health Services - Contract for NC Alliance of Public Health Agencies**
Reviewed, approved, and executed a contract renewal between Brunswick County Health Services and the North Carolina Alliance of Public Health Agencies, Inc. (NCAPHA) for FY 2017-2018.
12. **Health and Human Services - Health Services - FY 2017-2018 State Consolidated Agreement-Amendment Approval**
Reviewed and approved the Consolidated Agreement Amendment for FY 2017-2018 with the State of North Carolina.
13. **Health and Human Services - Social Services - Energy Outreach Plan**
Approved the Social Services Energy Outreach Plan for FY 2017-2018.
14. **Health and Human Services - Social Services - Medicaid Transportation Contracts**
Reviewed and approved Medicaid Transportation contracts for FY 2017-2018.
15. **Human Resources - Synergy Health Management Services Agreement**
Approved the Health Management Services Agreement with Synergy Healthcare.
16. **Operation Services - Building A HVAC Replacement Contract**
Awarded a contract to HVAC StarPlus to replace the HVAC units in Building A.

17. **Operation Services - Donation of Surplus Brick**
Declared as surplus and approved a donation of brick inventory to Brunswick County Schools.
18. **Operation Services - Food Vendor Trucks**
Approved the continuation of the Food Truck program on a permanent basis at the Government Center.
19. **Operation Services - Resolution Exempting Building C HVAC Project**
Approved a resolution exempting the Building C HVAC project from N.C.G.S. 143-64.31.
20. **Parks & Recreation - Brunswick Arts Council Agreement for FY 2017-2018**
Approved a contract for services with Brunswick Arts Council for \$34,250.
21. **Parks & Recreation - Purchase Agreement with Musco Lighting for Smithville Park**
Approved a Purchase Agreement with Musco Sports Lighting at Smithville Park Phase 1 in the amount of \$440,000.
22. **Sheriff's Office - 911 Contract**
Approved the contract with Century Link for the primary and back up 911 center.
23. **Sheriff's Office - 911 PSAP Sales Agreement**
Approved the 911 PSAP sales agreement with Wireless Communication.
24. **Tax - July 2017 MV Discovery Valuation & Levy for June 2017**
Approved the July 2017 motor vehicle valuation and levy discoveries created in June 2017.
25. **Utilities - Conveyance of Parcel #1970005401 to the Town of Shallotte**
Approved conveyance of Parcel #1970005401, approximately 0.16 acres, commonly referred to as Water Booster Pump Station #7, to the Town of Shallotte and authorized the County Attorney to affect the necessary documents for conveyance.
26. **Utilities - Forest Management Plan with Woodsrun Consulting Forestry**
Adopted the Forest Management Plan as provided by Woodsrun Consulting Forestry for forested tracts managed by the Public Utilities Department and approved the agreement for Woodsrun Consulting Forestry to market, bid, and supervise both harvest of timber and replanting.

VI. PRESENTATION

1. **Administration - Town of Shallotte - Waterfront Development Project Presentation (Mayor Walt Eccard)**
Request that the Board of Commissioners receive a presentation from the Town of Shallotte regarding their waterfront development project and consider contributing towards the cost of infrastructure for the project.

Mr. Walt Eccard, Mayor of the Town of Shallotte, introduced the Town Administrator, Mr. Albert Hughes, Chief Financial Officer, Ms. Mimi Gaither, and the Developer, Mr. Bob Chapman of Traditional Neighborhood Development Partners, LLC (TND), and gave a presentation on the Town of Shallotte's waterfront development project. On behalf of the Town of Shallotte, Mayor Eccard asked that the Board of Commissioners consider participating in this project and executing the interlocal agreement.

Following discussion, Commissioner Cooke moved to enter into a Public Infrastructure Reimbursement Agreement with the Town of Shallotte for the proposed Waterfront Development Project. The vote of approval was unanimous.

2. **Cooperative Extension - Brunswick 4-H Youth to Attend NCACC Youth Summit (Miss Lena Devlin, Brunswick County Youth Delegate)**
Request that the Board of Commissioners receive a presentation from Miss Lena Devlin, Brunswick County's Youth Delegate to the North Carolina Association of County Commissioners Youth Summit.

Miss Lena Devlin, representing Brunswick County 4H, addressed the Board regarding her designation as Brunswick County's Youth Delegate to the North Carolina Association of County Commissioners Youth Summit. Participants attending the Youth Summit will discuss youth development, leadership, and future involvement in local government. Miss Devlin shared the impact of 4H in the community and in the lives of the participants.

The Board of Commissioners commended Miss Devlin for the example she is setting for her fellow students.

3. **Planning - Cape Fear Regional Bicycle Plan (Alta Planning Consultants for CFCOG)**
Request that the Board of Commissioners receive a presentation of the Cape Fear Regional Bicycle Plan and approve the Plan as proposed by the NC Department of Transportation.

Mr. Jason Reyes, Senior Planning Associate, and Steve Bzomowski, Planner, of Alta Planning and Design, presented an overview of the Cape Fear Regional Bicycle Plan. The planning process was led by the Cape Fear Council of Governments and supported by the North Carolina Department of Transportation. Mr. Reyes reviewed the following four Plan Goals: 1) Increase Transportation Choices; 2) Improve Safety for All Bicyclists; 3) Improve the Health and Well-being of Communities; and 4) Create Value and Generate Economic Activity. Brochure maps showing current biking routes will be provided to the County for distribution to the public.

Chairman Williams moved to approve a Resolution adopting the Cape Fear Regional Bicycle Plan as proposed. The vote of approval was unanimous.

VII. ADMINISTRATIVE REPORT

1. **Administration - Update to Board on Water Supply - (Ann Hardy, County Manager, David Stanley, Executive Director of Health & Human Services, John Nichols, Director of Public Utilities)**

Request that the Board of Commissioners receive an update on the county's water supply.

County Manager Hardy gave an update on the water supply. Since the last meeting of the Board of Commissioners, the County received guidance from the Department of Health and Human Services (DHHS) that reduced the levels of GenX, as a goal, from approximately 71,000 to 140 parts per trillion. DHHS does not recommend that the general populations or specific groups stop using the municipal water. The most recent samples of finished drinking water results are near or below the goal level (140 parts per trillion which is based on lifetime of exposure of the most vulnerable populations to GenX from multiple sources, not just water.) The levels of GenX are trending downward. The preliminary results (uncertified) are around 19 or 20 on the most recent testing. The 211 Plant had zero on the last test. According to DHHS, releases from Chemours are being mitigated. DHHS will continue to review results as they are received from the Department of Environmental Quality (DEQ) and make health recommendations accordingly. County staff continue to test county water in an approved lab every week and will continue to do so as long as this is an issue. The County also continues to participate on conference calls with DHHS and DEQ. In a letter dated July 17, 2017, Governor Cooper urged the Environmental Protection Agency (EPA) to step forward and set limits.

The Board of Commissioners directed staff to draft a letter for Commissioner Sykes to take to the National Association of Counties (NACo) conference requesting that that they, through their environmental committee, weigh in on this issue.

The Board of Commissioners directed staff to determine who at the State level would be the best to communicate with to ensure that all facilities that are discharging into the Cape Fear River are checked and advise if there is a possible issue.

2. **Administration - Relocation of Hickmans Crossroads Library (Steve Stone, Deputy County Manager)**

Request that the Board of Commissioners consider a plan to relocate the current Hickmans Crossroads Library in 2018.

Deputy County Manager Stone explained that the County will take possession of the current South Brunswick Isle's campus of Brunswick Community College, located at 9400 Ocean Hwy. W., next January. Due to the limited facilities and parking at the current location of the Hickmans Crossroads Library, at 1040 Calabash Road, it is recommended that this Library be relocated to the South Brunswick Isle's facility. The South Brunswick Isle's facility is a one-story facility with approximately 15,000 sq. ft. and over 200 parking spaces. The two facilities are approximately two miles apart. The estimated cost to move the Library is \$21,000, of which \$14,000 would be in-kind cost from County services and equipment. The Sheriff's Office and the Emergency Services Department would like to co-locate in the 1040 Calabash Road location. It is a strategic site that would provide storage space and the limited parking would not impair their operations. It is believed that the cost of moving would be minimal.

Vice-Chairman Thompson moved to proceed with the relocation as presented, to include the financial piece of the process. The vote of approval was unanimous.

3. **Attorney - Board Appointment to Doshier Memorial Hospital Board of Trustees - (Bob Shaver, County Attorney)**

Request that the Board of Commissioners appoint Dr. Terry Pieper to fill the unexpired term of Trustee Joseph Agovino on the Doshier Memorial Hospital Board of Trustees.

County Attorney Shaver explained that the Doshier Memorial Hospital Board of Trustees is seeking approval of a replacement for Trustee Joseph Agovino who has resigned. Mr. Shaver explained the vacancy process with respect to an elected board. Mr. Agovino's term expires with the upcoming election and proposed appointee, Dr. Terry Pieper, will have to file and run. Whoever is elected to that seat as a result of the election will serve a full 6-year term. The Doshier Memorial Board of Trustees has requested that Dr. Terry Pieper replace Mr. Joseph Agovino.

Commissioner Sykes moved to approve the Doshier Memorial Hospital Board of Trustees' appointee, Dr. Terry Pieper. The vote of approval was unanimous.

4. **Health and Human Services - Plan for Creation of Stepping Up Task Force - (David Stanley, Executive Director Health and Human Services)**

Request that the Board of Commissioners receive and approve the plan for the creation of a Stepping Up Task Force.

David Stanley, Health and Human Services Executive Director, explained that the Board of Commissioners previously adopted a resolution regarding the Stepping Up Initiative and staff is now asking that the Commissioners consider a draft plan and member list for a proposed Stepping Up Task Force. Mr. Stanley reviewed the components of the plan. The first meeting will be held in August and Mr. Stanley will Chair the initial meeting.

Commissioner Sykes moved to approve the plan for the creation of a Stepping Up Task Force. The vote of approval was unanimous.

5. **Parks & Recreation - Smithville Park Future Development and Ocean Isle Beach Park Phase 2 Update (Aaron Perkins, Parks & Recreation)**

Request that the Board of Commissioners receive information about options for construction of future planned Smithville Park elements, as well as consider a modification to the current construction contract, and receive an update on Phase 2 of the Ocean Isle Beach Park.

Aaron Perkins, Parks and Recreation Director, explained that the estimated cost for the Smithville Park Master Plan was \$9.4 million; \$4.4 million over the original projected budget. The project was proposed as three Phases. Grant funds in the amount of \$350,000 were awarded for Phase 3. Staff has proposed a list of amenities which could be constructed in-house by Operations Serves and Parks and Recreation staff to include a lighted multi-sport field with irrigation and four batting cages. The estimated cost of these items is \$300,000 and could be in place within 60 days after Phase 1 is completed in April 2018.

Mr. Perkins explained that the Price family cemetery is located in the middle of Smithville Park. The family has requested that the County consider removing the trees within the cemetery to streamline maintenance. Staff recommends that the County remove the trees using the onsite General Contractor, East Coast Contracting, at a cost of \$9,700. The tree removal will be beneficial to the County considering the risk of tropical storms and hurricanes. High winds may cause trees to fall on the new construction.

Mr. Perkins gave an update on Phase 2 of the Ocean Isle Beach Park, including a recommendation for lighting on the four fields to comply with light spillage regulations contained in the UDO. LED lights are recommended on two of the fields and an estimate for LED lighting on all fields is being prepared. The timeline for Phase 2 will consist of submitting for permits in late July/early August, bidding in September or as soon as permits are received, awarding in October, and beginning construction in late November/early December. Phase 2 is a 360-day contract from the Notice to Proceed.

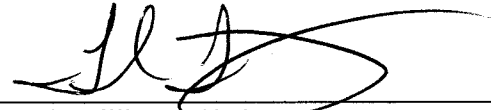
Commissioner Sykes moved to support the proposed modifications to Smithville Park. The vote of approval was unanimous.

VIII. OTHER BUSINESS/INFORMAL DISCUSSION

There was no other business/information discussion.

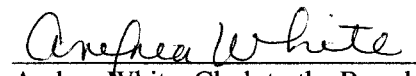
IX. ADJOURNMENT

Commissioner Sykes moved to adjourn the Regular Meeting at 7:17 p.m. The vote of approval was unanimous.



Frank Williams, Chairman
Brunswick County Board of Commissioners

Attest:


Andrea White, Clerk to the Board

