

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
OFFICIAL MINUTES  
REGULAR MEETING  
May 16, 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  
Daralyn Spivey, Clerk to the Board  
Meagan Kasczak, Communications Director  
Currie Elkins, MIS  
Lt. 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 Thompson 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 Williams moved to amend the agenda to move Board Action Item V-11 Sheriff's Office Backup 911 Site Radio Purchase from the Consent Agenda to Administrative Report under VIII-4 for further discussion and clarity. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).

**IV. PUBLIC COMMENTS**

Ms. Sharon Crawford spoke to the need of funding opportunities for Adult Day Care within the County.

Mr. Hubert Reaves spoke to the need of funding opportunities for Adult Day Care within the County.

Mr. William Woodard spoke to the need of funding opportunities for Adult Day Care within the County.

Ms. Jackie Winters spoke to the need of funding opportunities for Adult Day Care within the County.

Ms. Stacy Woodard spoke to the need of funding opportunities for Adult Day Care within the County.

Ms. Shenina Williams spoke to the need of funding opportunities for Adult Day Care within the County.

Mr. William Flythe spoke to the need of further discussion of the ARPA Funding options set forth as priorities of the County.

Mr. Tom Guzulaitis spoke to the need of further discussions regarding the funding of the dam replacements in Boiling Spring Lakes that were damaged in Hurricane Florence in 2018.

Mr. David Mammay spoke to the need of further discussions regarding the funding of the dam replacements in Boiling Spring Lakes that were damaged in Hurricane Florence in 2018.

Mr. William Langley spoke to the need of funding opportunities for Adult Day Care within the County.

Mr. Richard Reagan spoke to the need of funding opportunities for Adult Day Care within the County.

Ms. Allie Crawford spoke to the need of funding opportunities for Adult Day Care within the County.

Ms. Debra Baas spoke to the need of funding opportunities for Adult Day Care within the County.

Ms. Joyce Reaves spoke to the need of funding opportunities for Adult Day Care within the County.

## **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. Administration – Brunswick County Schools Contract with Schneider Electric Buildings Americas Inc for Electrical and Building Automation Systems at Leland Middle School, South Brunswick Middle School, Shallotte Middle School - Approved**

The Board approved and authorized the Chairman to sign the Schneider Electric Buildings Americas Inc. contract in the amount of \$1,024,418 for Electrical and Building Automation Systems at Leland Middle School, South Brunswick Middle School, and Shallotte Middle School subject to terms and conditions as approved by the County Attorney.

**2. Clerk to the Board – Board Appointment – Town of Carolina Shores ETJ Appointments to Planning Board/Board Adjustments - Approved**

The Board approved the Town of Carolina Shores' recommended appointment of Ruth Ann Campbell-Grothe and Normand Nelgion to fill the vacant ETJ position on the Town of Carolina Shores' Planning Board/Board of Adjustments for a term expiring in March 2025.

**3. Clerk to the Board – Meeting Minutes – Approved**

The Board approved the draft minutes from the Regular Meeting of May 2, 2022 and the Special Budget Meeting of May 2, 2022.

**4. Clerk to the Board – Proclamation – Fire Chief Bork/Assistant Fire Chief Bruno – Calabash/Carolina Shores – Approved**

The Board of Commissioners approved and honored Fire Chief Bork and Assistant Fire Chief Bruno with the below Proclamations:

Resolution of Appreciation  
**Randall T. Bork**

**WHEREAS**, Randall T. Bork, Chief, Calabash Fire Department, retiring May 27, 2022 after 13 years of meritorious service to the citizens of Calabash and in turn, Brunswick County and 50 years in service to other communities while working through the ranks of fire departments; and

**WHEREAS**, Brunswick County is committed to provide responsive and efficient services that support and advance the development of our community’s educational, recreational, and economic prosperity; and

**WHEREAS**, Chief Bork has consistently supported this commitment by working each day to oversee that minute details are executed timely, efficiently and with professionalism; and

**WHEREAS**, during his 13-year tenure with the Calabash Fire Department, Chief Bork has served the public with fairness, ingenuity and dedication; and

**WHEREAS**, Brunswick County wishes to honor Chief Bork for his service to the citizens of this great County, and does express gratitude to Chief Bork for his accomplishments and invaluable contributions towards providing the highest level of service to support an active, dynamic, and thriving community.

**NOW, THEREFORE, BE IT PROCLAIMED THAT** the Brunswick County Board of Commissioners do hereby extend our sincere and grateful appreciation to Chief Bork for his dedicated service to the citizens of Calabash and in turn to Brunswick County, our congratulations on a well-earned retirement and our best wishes to him for continued success, happiness and good health in the years to come.

Adopted on this 16<sup>th</sup> day of May, 2022 by the Brunswick County Board of Commissioners.

Randy Thompson, Chairman  
Brunswick County Commissioners

Attest:  
Daralyn Spivey, NCCCC  
Clerk to the Board

Resolution of Appreciation  
**James N. Bruno**

**WHEREAS**, James N. Bruno, Assistant Chief, Calabash Fire Department, retiring May 27, 2022 after 16 years of meritorious service to the citizens of Calabash and in turn, Brunswick County and 53 years in service to other communities while working through the ranks of fire departments; and

**WHEREAS**, Brunswick County is committed to provide responsive and efficient services that support and advance the development of our community’s educational, recreational, and economic prosperity; and

**WHEREAS**, Assistant Chief Bruno has consistently supported this commitment by working each day to oversee that minute details are executed timely, efficiently and with professionalism; and

**WHEREAS**, during his 16-year tenure with the Calabash Fire Department, Assistant Chief Bruno has served the public with fairness, ingenuity and dedication; and

**WHEREAS**, Brunswick County wishes to honor Assistant Chief Bruno for his service to the citizens of this great County, and does express gratitude to Assistant Chief Bruno for

his accomplishments and invaluable contributions towards providing the highest level of service to support an active, dynamic, and thriving community.

**NOW, THEREFORE, BE IT PROCLAIMED THAT** the Brunswick County Board of Commissioners do hereby extend our sincere and grateful appreciation to Assistant Chief Bruno for his dedicated service to the citizens of Calabash and in turn to Brunswick County, our congratulations on a well-earned retirement and our best wishes to him for continued success, happiness and good health in the years to come.

Adopted on this 16<sup>th</sup> day of May, 2022 by the Brunswick County Board of Commissioners.

Randy Thompson, Chairman  
Brunswick County Commissioners

Attest:  
Daralyn Spivey, NCCCC  
Clerk to the Board

**5. Clerk to the Board – Resolution in Support – Radar Site Shallotte NC - Approved**

The Board approved the resolution of support of the National Weather Service Radar site. The Resolution reads as follows:

**RESOLUTION OF SUPPORT FOR THE REPLACEMENT OF  
THE KTLX DOPPLER RADAR TOWER IN  
SHALLOTTE, NORTH CAROLINA**

**WHEREAS**, the KTLX Doppler Radar in Shallotte continues to pose a problem for southern Brunswick County during weather events; and

**WHEREAS**, in August 2020, Hurricane Isaias hit our area and the radar did not pick up a tornado that spun off an early storm ban causing damage in southern Brunswick County; and

**WHEREAS**, on February 15, 2021 a tornado caused extensive damage, injury, and death in southern Brunswick County; and

**WHEREAS**, since these events, there have been numerous times where the radar covering our area was blank on all local news channels, along with cellular and internet site applications; and

**WHEREAS**, over the last two and a half decades, the trees on the properties near the radar location have grown, causing blockage of the radar's lowest elevation scans and understanding that cutting trees down or raising the radar is not feasible. Hence, moving the radar is the most applicable option.

**NOW, THEREFORE, BE IT RESOLVED** that the Brunswick County Board of Commissioners in conjunction with the county's emergency services agencies, supports the quickest mitigation of the identified problem. Solutions could include, but are not limited to, moving the tower to a different location, replacing with a technologically more capable tower, or a combination thereof. Solving the issue will allow meteorologists to initiate weather alerts as early as possible, preventing future injury and death to our residents and visitors.

Adopted this 16<sup>th</sup> day of May, 2022

Randy Thompson, Chair  
Board of Commissioners

ATTEST:  
Daralyn Spivey, NCCCC  
Clerk to the Board

**6. County Attorney – Ratify Assignment of Contract – Approved**

The Board ratified the Assignment and Assumption Agreements between Quality Drive Partners Holdings, LLC and NCWILI01 Good 100 Quality Drive, LLC as they relate to

the Grant Agreement and Amended and Restated LBC whereby Brunswick County provided economic development incentives to Pacon Manufacturing Corporation.

**7. EMS –Motorola Mobile Radio Purchases– Approved**

The Board approved the purchase under North Carolina State Contract 19144-725G of nine (9) Motorola mobile radios from Motorola Solutions to be installed in new ambulances and emergency vehicles at a cost of \$49,038.25.

**8. 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:

**-Wastewater Construction Additional Tap Supplies Budget Amendment**

Appropriated \$100,000 taps and connections revenue for capital outlay on supplies for additional sewer tap supplies needed through June 30, 2022.

**-NW Water Treatment Plant Expansion Additional Funding**

Appropriated \$100,000 of transfer from water fund to the NW Plant Expansion project for reimbursement expenditures not debt proceeds eligible.

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

Accepted the 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>

**- FY23 JCPC Certification & Annual County Plan**

Approved the FY2022-23 JCPC Certification, Annual Plan, Program Agreement Applications, and the FY22-23 Funding Allocation for the Juvenile Crime Prevention Council funded by, and to include needed resources from, the Department of Public Safety, Juvenile Justice, and Delinquency Prevention:

Brunswick County Juvenile Crime Prevention Council (JCPC) needs County Commissioner approval for programs funded annually. Programs recommended for funding for FY22-23 are: Brunswick County Restitution Program \$63,125, Providence Home \$20,441, Guiding Good Choices (GGC) & Systematic Training for effective Parenting (STEP) by Coastal Horizons \$47,289, A.R.T. by Coastal Horizons \$44,990, JCPC Administration \$9,100, and an unallocated amount \$57,541 designated for Teen Court (RFP currently being advertised). Total FY23 Brunswick County JCPC annual funding plan is \$242,486.

**- State Capital and Infrastructure Fund (SCIF) Directed Grant**

Approved NC Office of State Budget and Management contract for State Capital and Infrastructure Fund (SCIF) Directed Grant appropriated by the NC General Assembly in the 2021 Appropriations Act (SL-2021-180) and authorize County Manager to sign scope of work and grant agreement. Brunswick County was designated SCIF dollars in the amount of \$300,000 that will cover a portion of the Landfill Transfer Station project. Receipt of this award will provide availability of general fund dollars to Waccamaw Fire Department for a substation that will aid in lowering insurance rates and provide faster response times to citizens.

**-NC Dept. of Agriculture Division of Soil and Water Watershed Projects 1 and 3**

Approved the NC Department of Agriculture and Consumer Services Division of Soil and Water Conservation Watershed Restoration Projects revised agreements reducing state funds restricted for Watershed Project 1 in the amount of \$79,810 and Watershed 3 in the amount of \$4,994. Reduction in funding is due to actual expenditures incurred for grant projects awarded.

**- Internet Crimes Against Children (ICAC) Grant Acknowledgement**

Approved a delegation of Brunswick County Sheriff to authorize acknowledgement form for Internet Crimes Against Children (ICAC) grant due to agency by May 23, 2022. Grant application was approved at the 4/4/22 board meeting which requested funds to help cover new forensic cellular extraction equipment and related training for our Intelligence Unit and Investigations Division. The requested equipment will also allow the Brunswick County Sheriff's Office to provide support and assistance to local and surrounding agencies in cases involving crimes against children. Official grant acceptance will be placed on future agenda item for approval.

**-Occupancy Tax Revenues Budget Amendment**

Approved the appropriation Occupancy Tax revenue of \$500,000 and corresponding expenditures for projected occupancy tax thru June 30, 2022 and authorize the Fiscal Operations Director to adjust the budget for final collections as of June 30, 2022.

**-General Fund Revenues Budget Amendment**

Appropriated \$730,181 of Register of Deeds revenues and anticipated expenditures of \$414,000, \$700,000 of Solid Waste revenues and anticipated expenditures of \$700,000,

Sheriff's Office Trust Fund revenues and expenditures of \$90,000, Building Inspections revenues of \$367,020 and increased anticipated expenditures of \$97,977 inspections, \$14,000 parks, \$13,596 law enforcement separation, \$13,000 planning, \$23,528 governing body, \$15,476 engineering, \$1,624 soil and water, and the remaining amount in Non-Departmental miscellaneous expense for projection of actual needs. Amounts in Non-Departmental are authorized to be transferred within the general fund by the Fiscal Operations Director as needed to prevent a statutory exception of expenditures in excess of amounts budgeted at year end.

**9. Health and Human Services – Health Services – Notice of Award and CHA Services Agreement with KSA - Approved**

The Board approved the agreement for Community Health Assessment services with Kulik Strategic Advisors Inc.

**10. Health and Human Services – Public Housing: Execution of Annual Civil Rights Certification - Approved**

The Board reviewed and executed the Annual Civil Rights Certification.

**11. Sheriff's Office – Backup 911 Site Radio Purchase- Moved to Administrative Report (Board Action Item VIII-4).**

**12. Sheriff's Office – Grant Application Approval – Approved**

The Board of Commissioners approved application for a grant provided by the North Carolina 911 Board. If awarded, the funds would be used to replace the existing primary 911 Center site's radio consolettes, which are used in the event of an outage of the primary radio system, VIPER. The total value of the project is \$238,721.50 with no county match requested at this time.

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

The Board approved the May 2022 releases.

**14. Utilities – Grinder Installation Crew Budget Request – Approved**

The Board approved staffing and equipment requested for an additional grinder tank installation crew. Expenditures dependent upon compliance with applicable procurement and contracting requirements.

**15. Utilities – On Call Engineering Services Contract Renewal Amendment – Approved**

The Board approved the On-Call Engineering Services Contract renewals and amendments in amounts not to exceed \$150,000.00 and with the initiation of any task order to be approved by the Board of Commissioner and/or County Manager as previously authorized. If a budget appropriation is required, it will be placed on the consent agenda for the task order amount.

**16. Utilities – On Call Engineering Services Task Order No. 2 CDM Smith – Approved**

The Board authorized the Chairman and Clerk to the Board to execute the Task Order No. 2 with CDM Smith in an amount not to exceed \$39,800 for engineering services associated with the On-Call Engineering Contract.

**17. Utilities – On-Call Engineering Task Order No. 2 McKim & Creed - Approved**

The Board authorized the Chairman and Clerk to the Board to execute the Task Order No. 2 with McKim & Creed, P.A. in an amount not to exceed \$75,000 for engineering services associated with the On-Call Engineering Contract.

## **VI. PRESENTATIONS**

**1. Clerk to the Board – National Safe Boating Week**

The Board heard a request to adopt and present to the US Coast Guard Auxiliary a Proclamation honoring National Safe Boating Week 2022. Commissioner Cooke made the motion to adopt the Resolution. The motion was seconded by Commissioner Williams and passed unanimously (5-0). The Proclamation reads as follows:

**PROCLAMATION RECOGNIZING NATIONAL SAFE BOATING  
WEEK, MAY 21-27, 2022 IN BRUNSWICK COUNTY,  
NORTH CAROLINA**

**WHEREAS**, for over 100 million Americans, boating continues to be a

popular recreational activity. From coast to coast, and everywhere in between, people are taking to the water and enjoying time together boating, sailing, paddling and fishing. During National Safe Boating Week, the U.S. Coast Guard and its federal, state, and local safe boating partners encourage all boaters to explore and enjoy America’s beautiful waters responsibly; and,

**WHEREAS**, safe boating begins with preparation. The Coast Guard estimates that human error accounts for most boating accidents and that life jackets could prevent nearly 86 percent of boating fatalities. Through basic boating safety procedures – carrying lifesaving emergency distress and communications equipment, wearing life jackets, attending safe boating courses, participating in free boat safety checks, and staying sober when navigating – we can help ensure boaters on America’s coastal, inland, and offshore waters stay safe throughout the season; and,

**WHEREAS**, National Safe Boating Week is observed to bring attention to important life-saving tips for recreational boaters so that they can have a safer, more fun experience out on the water throughout the year; and,

**WHEREAS**, on average, 650 people die each year in boating-related accidents in the U.S.; 75 percent of these are fatalities caused by drowning; and

**WHEREAS**, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets.

**NOW, THEREFORE BE IT RESOLVED THAT**, the Brunswick County Board of Commissioners do hereby support the goals of the Safe Boating Campaign and proclaim May 21-27, 2022 as National Safe Boating Week.

This the 16<sup>th</sup> day of May, 2022

Randy Thompson, Chair  
Board of Commissioners

ATTEST:  
Daralyn Spivey, NCCCC  
Clerk to the Board

- VII. PUBLIC HEARING:**
- 1. Health and Human Services – Public Housing – Public Hearing to Review Program Goals and Objectives**  
Mr. Stanley advised the Department of Public Housing had received no written comments and are required to hold this public hearing. All legal requirements have been met.  
Chairman Thompson opened the public hearing at 6:56 p.m. and hearing no comments, closed the public hearing.

**VIII. ADMINISTRATIVE REPORT**

- 1. Administration – Bond Order for Series 2022A Two-Thirds Bonds and Schedule Public Hearing**  
After discussion by the Board of the terms of the loan and the cost benefits of using fund balance, Chairman Thompson made the motion to table the item. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

**2. Administration – Recommended Budget Ordinance, Capital Improvement Plan, Schedule of Fees for FY 2023**

The Board of Commissioners received the Recommended Budget Ordinance, Capital Improvement Plan, Schedule of Fees for FY 2023.

Following the presentation, Vice-Chairman Forte made the motion to hold a Special Meeting on June 6<sup>th</sup> 2022 at 1:00 p.m. to review the budget for FY 23 and to set the public hearing for June 6, 2022 at 3:00 p.m. to receive public comments on the proposed budget. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).

**3. Operation Services – Army Donation for Display**

Ms. Stephanie Lewis, Operations Services Director, reported on behalf of the Military Memorial Task Force the status of the tracked vehicle donation from the Army for memorial display at the Government Center and the costs associated. Ms. Lewis advised the Board the only cost changes would be if the piece of equipment were different, there could be significantly less costs involved. Commissioner Sykes made the motion for staff to continue to research other available options and return to the Board with an update to include other options for a Veterans Memorial. The motion was seconded by Commissioner Cooke and passed unanimously (5 to 0).

**4. Sheriff's Office –Backup 911 Site Radio Purchase**

Ms. Kim Lewis, Director of the Brunswick County 911 Center, reported the backup center for the 911 dispatching is located at the Duke-Progress building in Leland and will be the primary backup. The request is the approval of an agreement with Motorola Solutions Inc. for the purchase of radios needed for the 911 Center's Backup Site. Both county and state funds will be utilized to facilitate this purchase, with the state covering approximately 71% of the initial expense of just under \$667,788. Commissioner William made the motion to approve the funds. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).

**IX. BOARD APPOINTMENTS**

**1. Governing Body - Annual Board Appointments**

Following discussion, Vice-Chairman Forte moved to approve the board appointments as presented except for District 5 BSRI Board appointment and the At Large appointment of Helen Whittaker for the Library Board pulled from the listing placed on the agenda. The motion was seconded by Commissioner Williams and passed unanimously (5 to 0).

**X. OTHER BUSINESS/INFORMAL DISCUSSION**

**Boiling Spring Lakes Dam Funding:**

Commissioner Sykes: Using the proposed funds for the merit increases for this year, request staff to look at options available for assistance to Boiling Spring Lakes in the repairs of the dams that were damaged in 2018 during Hurricane Florence. Staff will return to the Board with recommendations.

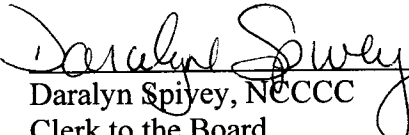
**Meeting Schedule July and August:** August meetings will stand as scheduled and July's meeting date will be further discussed at the June meeting.

**XI. ADJOURNMENT**

Commissioner Williams moved to adjourn the meeting at 8:00 p.m. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).

  
Randy Thompson, Chairman  
Brunswick County Board of Commissioners

Attest:

  
Daralyn Spivey, NECCC  
Clerk to the Board

