

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
OFFICIAL WORKSHOP MINUTES  
DECEMBER 5, 2011  
3:30 P.M.**

**The Brunswick County Board of Commissioners held a Workshop on the above date at 3:30 p.m., Commissioners' Chambers, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.**

PRESENT:                   Commissioner Phil Norris, Vice-Chairman  
                                  Commissioner J. Martin Cooke  
                                  Commissioner Charles Warren  
                                  Commissioner Scott Phillips  
                                  Commissioner William M. Sue, Chairman

STAFF:                     Marty K. Lawing, County Manager  
                                  Steve Stone, Assistant County Manager  
                                  Huey Marshall, County Attorney  
                                  Debby Gore, Clerk to the Board  
                                  Ann Hardy, Fiscal Operations Director

**I. Call to Order**

Chairman Sue called the meeting to order at 3:30 p.m.

Marty Lawing, County Manager, explained the purpose of the workshop was to provide status updates and obtain direction from the Board before finalizing various policy matters.

**II. Water Main Capital Projects Prioritization Criteria**

Jerry Pierce, Utility Operations Director, indicated that different methods are currently in place to evaluate requests for water service and one system was used until 2005-2006 and most of those projects are completed but have deviated from that in recent years and staff is working to get back to a more structured process of prioritization. Staff has looked at different options just for the subdivision type projects.

Mr. Pierce reviewed the rating criterion that was presented to the Utility Board in 2008 and discussed a proposed methodology for Residential and Neighborhood Water Main Extension Rating Procedures and Enterprise Funded Water System improvements rating criteria.

After discussion, it was consensus to direct staff to begin implementation of the program by sending out letters to all municipalities where water service is provided by Brunswick County Utility Operations.

**III. Northeast Brunswick Regional Wastewater System Expansion**

**Transmission System Capacity / Cost Allocation**

Mr. Pierce indicated that part of the Northeast Brunswick Regional Wastewater System Expansion includes flow to the plant that will need transmission system improvements. Staff has worked on how best to allocate the costs associated with the transmission system, roughly \$4 million worth of improvements in the first phase.

Chairman Sue moved to direct staff to distribute the costs and improvement of transmission lines on the basis of total capacity percentagewise of each party in the partnership. The vote of approval was unanimous.

### **Project Financing**

Ann Hardy, Fiscal Operations Director, reviewed and discussed the Northeast Plant and Transmission Proposed Financing Plan and the 10-year plan Participant Capital Cost Estimates.

Chairman Sue moved to direct staff to move towards obtaining 10-year financing to cover costs of these projects and offer 15-year financing if the Town of Navassa and the Town of Northwest desire otherwise. The vote of approval was unanimous.

### **IV. Proposed Water System Connection Policy**

Bill Pinnix, Engineering Services Director, explained the proposed changes to the Utility Operations Board Manual discussing the “One Parcel Back” rule for new water service, and reviewed the Petitions for Water Service Priority List from the 2005 Manual indicating that most of these projects are complete.

After discussion the Board provided input and directed staff to share concerns with the Utility Board and bring back recommendations for a final document.

### **V. Group Health Insurance Status Report**

Nancy Day, Program Benefits Director, presented updates on the Health Insurance 2011-2012 Plan reviewing data through November 2011, general trends and county emphasis to control costs.

### **VI. Proposed Personnel Policy Amendments**

Debbie Barnes, HR Officer, discussed recommendations from the Personnel Policy Committee concerning proposed revisions to the Retirement Policy of whether to increase the length of service with Brunswick County to receive medical insurance, require cost sharing or no insurance coverage at all to only affect those employees hired after January 1, 2012. Ms. Day informed that in looking at other government entities across the state, many are doing away with retiree health coverage and we need to keep pace in controlling those costs.

There was discussion regarding service requirements and Ms. Barnes explained that the recommendations from the committee was either 10 continuous service years or last 5 years although the committee was in favor of any combination of 5 years with Brunswick County and that the retirees would have to pay the same as active employees.

It was consensus to favor 10 years of continuous service to Brunswick County or 15 years total service to be eligible for health benefits.

Ms. Barnes also explained that approximately 100 retirees are covered by a Medicare Supplement Plan that is very costly and the only difference is that they can receive a non-skilled home care service that is not frequently used and changing to a BlueMedicare Supplement Plan F and have this as the only plan offered will save the county \$70,000 annually. Staff will present more information at the next meeting.

Ms. Barnes discussed a “housekeeping” matter informing that in 2003 the Short Term Disability was eliminated and the policy needs to be revised.

Chairman Sue moved to revise the Personnel Policy to show that Short Term Disability Insurance is not a county paid benefit. The vote of approval was unanimous.

### **VII. Other Business**

Leslie Bell, Planning Director, explained that when the Unified Development Ordinance was adopted, the Land Use Plan was certified as part of this process which also included review of the Water and Wastewater Master Plan, 5-year Capital Improvement Projects and anticipated development during that time. In an effort to forecast future land use (also based on development trends during that time) it is now evident that some of that anticipated development will not occur in the near term based on the downturn in the economy. In limited cases in which action was taken to rezone properties as part of the UDO process and LUP certification, staff requests approval to waive the rezoning fee on a case by case basis when based on staff review, rezoning the property would be more consistent with current land use(s) and more recent projections of future land use. (This request is not intended to waive the rezoning fee if the prior request to rezone was made by the property owner or an applicant other than Brunswick County.)

Vice-Chairman Norris moved to approve the waiver of rezoning fee request on a case by case basis. The vote of approval was unanimous.

### **VIII. Adjournment**

Chairman Sue moved to adjourn the meeting at 5:43 p.m. The vote of approval was unanimous.

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William M. Sue, Chairman

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Deborah (Debby) Gore, NCCCC  
Clerk to the Board