

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
BOARD RETREAT
MARCH 17, 2009
8:00 A.M.**

The Brunswick County Board of Commissioners held a Board Retreat on the above date at 8:00 a.m., Second Floor Conference Room, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.

PRESENT: Commissioner Phil Norris, Vice-Chairman
Commissioner J. Marty Cooke
Commissioner Charles Warren
Commissioner Scott Phillips
Commissioner William 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
Andrea White, Administrative Assistant

I. CALL TO ORDER

Vice-Chairman Norris called the meeting to order at 8:00 a.m. due to the absence of Chairman Sue who had a previous appointment. Chairman Sue arrived at 9:21 a.m. (Attached to these Minutes is an item called Board Action containing all items on this agenda and those items are incorporated herein.)

The Board reviewed and discussed goals from Administration, Code Enforcement, County Attorney, Clerk to the Board, Finance, Library, Building Inspection, and Engineering.

There was discussion regarding the Brunswick County Mission Statement, Core Values and development of a Vision Statement. It was consensus to recreate Brunswick Tomorrow and ask them to provide a Vision Statement. Staff will bring back the Mission Statement and Core Values to be adopted at a later meeting.

After a short break the Board reviewed and discussed goals with Emergency Medical Services, Management Information Systems/ Geographic Information Services, Department of Social Services, and Public Housing.

After lunch there were discussions with the Health Department, Board of Elections, Veteran Services, Cafeteria, Register of Deeds, Brunswick Senior Resources, Inc., Criminal Justice Partnership Program, Sheriff's Department, Parks and Recreation, and Economic Development.

No action was taken.

II. ADJOURNMENT

At 4:42 p.m. Commissioner Cooke moved to recess until March 18, 2009 at 8:00 a.m. The vote of approval was unanimous.

William M. Sue, Chairman

Deborah (Debby) Gore, Clerk to the Board

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
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MARCH 18, 2009
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PRESENT: Commissioner Phil Norris, Vice-Chairman
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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
Andrea White, Administrative Assistant

I. CALL TO ORDER

Chairman Sue called the meeting to order at 8:00 a.m.
(Attached to these Minutes is an item called Board Action containing all items on this agenda and those items are incorporated herein.)

The Board reviewed and discussed goals from Tax Administration, Revenue Collector, Operation Services, Cooperative Extension and Soil and Water.

After a short break discussion continued with Public Utilities, Enterprise Fund-Preliminary Revenue Projection, Enterprise Fund-Preliminary 5 Year CIP, Enterprise Fund-Existing Debt/New Bond Projects/Schedules and Automated Meter Reading.

After lunch, Vice-Chairman Norris was not present until 4:00 p.m. due to circumstances. Discussion continued with Southeastern Mental Health, Planning/Central Permitting/Community Development, Brunswick Community College, Major Cost Center Projections for FY 2009-2010, General Fund-Preliminary Revenue Projection, General Fund-Preliminary 5-Year CIP, and Construction & Demolition Landfill Expansion.

After a lengthy discussion it was consensus to ask Dewbery and Davis to pursue properties that meet all requirements for a possible landfill and to give that information to staff for negotiation and recommendations.

Commissioner Phillips introduced a proposed grant from the Sheriff's Department that would cover needed positions. The Manager will review and give recommendations.

II. ADJOURNMENT

At 5:43 p.m. Commissioner Phillips moved to recess until March 19, 2009 at 8:00 a.m. The vote of approval was unanimous.

William M. Sue, Chairman

Deborah (Debby) Gore, Clerk to the Board

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
BOARD RETREAT
MARCH 19, 2009
8:00 A.M.**

The Brunswick County Board of Commissioners held a Board Retreat on the above date at 8:00 a.m., Second Floor Conference Room, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.

PRESENT: Commissioner Phil Norris, Vice-Chairman
 Commissioner J. Marty Cooke
 Commissioner Charles Warren
 Commissioner Scott Phillips
 Commissioner William 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
 Andrea White, Administrative Assistant

I. CALL TO ORDER

Chairman Sue called the meeting to order at 8:00 a.m.
(Attached to these Minutes is an item called Board Action containing all items on this agenda and those items are incorporated herein.)

Vice-Chairman Norris called the meeting to order at 8:07 a.m. due to the absence of Chairman Sue who had a previous appointment. Chairman Sue arrived at 8:56 a.m.

Steve Stone, Assistant County Manager, reviewed Adjustment to the Compensation Plan/PayGrades/Merit Dates. Staff was directed to apply merits and then make adjustments.

Steve Stone, Assistant County Manager, reviewed Non Profit Organization Funding and explained the application process. After discussion staff was directed to focus on human health and services and to draft a policy. New applicants will be considered only if they meet the criteria.

Ann Hardy, Fiscal Operations Director, reviewed General Fund-Debt Policies and the Budget Policy Review. There was discussion regarding revisions to the Budget Policy and staff was instructed to make those revisions and bring back later today.

Ken Perry, Revenue Collector, reviewed the Debt Setoff Collection Program.

The Board discussed Goals for FY 2009-2010 that included:

1. Customer Service & Diversity Training
2. Increase Communication between Departments (training within departments and develop check lists to streamline the customer's experience)
3. Continue Expansion of Water/Sewer System (Need marketing program or incentives for hook up to those who have water available)
4. Safety (Department Incentives to reduce incidents by 10%)
5. Affordable Housing
6. Greenhouse efforts

Staff will bring these Goals back for approval at an upcoming Regular Meeting.

Capital Improvement Projects were revisited with consensus to move forward with courthouse and back parking lots, but delay complex road project and Senior Citizen Center.

Eileen Gardner, Risk Manager, reviewed and discussed Group Health Insurance Renewal and the Manager did not recommend receiving proposals from any other outside agencies with concerns that the rates will not be competitive.

Wanda Barnette, Assistant Human Resources Officer, reviewed the Living Well Program Participation/Population Reports. There was lengthy discussion and staff was directed to educate in April in order to increase participation from the employees and possibly add spouse and dependent participation if employee participation increases to 85% as requested. Starie Grissett,

Human Resources Officer, informed that the Living Well Open House will be held on April 15 from 3-4 p.m. and Employee Health and Fitness Day is May 20, 2009 in hopes of increasing participation.

Eileen Gardner, Risk Manager reviewed Proposals for Workers Compensation/ASO.

After lunch, the Board had a session with the Board of Education.

Marty Lawing, County Manager, reviewed proposed FY 2009-2010 Budgetary Cost Cutting Measures/Options of the General Fund. Mr. Lawing emphasized that these cuts were not recommendations, only information. Staff was directed to include Department Heads for input in these cuts and to look at purchase orders, vehicle repairs etc. for cost cuts.

The County Manager discussed Affordable Housing Program Changes, stating that the \$150,000 budgeted last year had not been utilized as there were very few participants. Steve Stone was directed to research the filling of the Public Housing Director's position. Leslie Bell suggested that the county could utilize \$150,000 to assist with down payment and homebuyer education assistance. Mr. Bell pointed out the difference in Section 8 assistance and Homeowner assistance and indicated that the former would require additional staff and possibly a contract with a third party to assist with the more specialized details of home ownership. Mr. Bell recited the history of housing authorities in NC and Mr. Bell was instructed to research steps that the county could take and economic assistance to implement this program.

Steve Stone, Assistant County Manager, spoke that the Section 8 Home Ownership Program that we briefly mentioned earlier this week, is a possibility for us and would require us probably either to have an additional staff person in the department or we would have to contract with a third party to help us.

Commissioner Warren informed that this is something he has been thinking about and is in favor of, in line with the Housing Authority and recognizes how much Affordable Housing is needed but, not denying the need to get lower income people under Section 8, referring to what had been said, that about 20 people out of 445 Section 8 vouchers were qualified for home ownership. Commissioner Warren understood that the Section 8 waiting list is down at this time but emphasized the importance of getting started to help low income citizens, something he is very much in favor of.

Chairman Sue offered that the City of Wilmington has an Authority and is an entitlement town that receives federal funding and Mr. Stone added that they get federal funds without asking and that there is a limited pool available in NC for those who ask.

Commissioner Warren questioned that would we not automatically receive funding once an Authority starts functioning and Mr. Stone answered that he did not believe so.

Mr. Bell suggested that maybe we could pull someone in that could actually look at what the feasibility of starting an Authority here would be, the advantages and disadvantages and the costs, what our obligations would be as a county, before deciding what to do.

Vice-Chairman Norris reminded this had been an ongoing goal and spoke favorably of moving forward and Chairman Sue agreed with Commissioner Warren in that there will always be a group of people who will never be able to afford a house because their income level is such that they will always have to rent.

Commissioner Warren added that many have come to Brunswick County from Wilmington because of high rent as with the closing of Nesbitt Court and potentially other housing projects. Vice-Chairman Norris questioned was this happening evening in public housing and Commissioner Warren answered that it is also happening in public housing as they are limited.

After discussion it was consensus to direct staff to get bids from a consultant with some expertise in this area to offer guidelines for housing assistance and the best way to approach this situation.

After a short break, Ann Hardy, Fiscal Operations Director revisited the revised Budget Policy. Commissioner Phillips requested that Staff get more feedback from Department Heads.

Ann Hardy, Fiscal Operations Director, presented the Draft Board of Education Agreement. After discussion Vice-Chairman Norris moved to approve the Board of Education Agreement as amended. The vote of approval was unanimous.

The Fiscal Operations Director reviewed and discussed the Proposed Budget Calendar/Department Budget Requests Forms.

Commissioner Cooke moved to approve FY 2009-2010 Budget Calendar. The vote of approval was unanimous.

Leslie Bell, Planning Director and Delaney Aycock, Chief Building Inspector, reviewed Green Development and Construction Incentives and the Planning Director discussed Potential Dewatering for Mining Operations. After lengthy discussion, staff was directed to look at modification of the Unified Development Ordinance and bring this issue back before the Board for approval.

The County Manager revisited the issue brought from the Sheriff's Department yesterday and did not recommend applying for this grant. There was discussion and it was consensus to consider 1 DARE officer and 1 SRO if funded by the Board of Education after the third year.

Commissioner Phillips moved to approach the Board of Education in conjunction with these two requested positions. The vote of approval was unanimous.

II. ADJOURNMENT

Commissioner Warren moved to adjourn at 5:19 p.m. The vote of approval was unanimous.

William M. Sue, Chairman

Deborah (Debby) Gore, Clerk to the Board