

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
APRIL 6, 2009
6:30 P.M.**

- I. Call to Order**
- II. Invocation/Pledge of Allegiance**
- III. Adjustments/Approval of Agenda**
- IV. Public Comments**
- V. Approval of Consent Agenda**
 - A. Minutes**
 - 1. **March 16, 2009 Regular Meeting Minutes**pg. 1-15
 - 2. **March 17, 2009 Board Retreat Minutes**pg. 16-17
 - 3. **March 18, 2009 Board Retreat Minutes**pg. 18-19
 - 4. **March 19, 2009 Board Retreat Minutes**pg. 20-22
 - B. Tax**
 - C. Finance**pg. 23-28

The Budget Amendments and Capital Project Ordinances are recommended for approval on the consent agenda of the Board of Commissioners.

Fund	Description	Code	Increase	Decrease
Grant Fund	State Revenues Restricted	238176-332000	\$48,000	
Grant Fund	Patronie's Pizza	238176-465142	\$48,000	

The budget amendment above is to appropriate state revenues for the Rural Center Rehabilitation Grant for Patronie's Pizza located at 2625 Holden Beach Road in Supply. This grant requires that four new positions will be created and the grant match will be in-kind from the economic development commission or, if need be, a contribution from the business itself.

Fund	Description	Code	Increase	Decrease
General Fund	State Revenues Restricted	106131-332000	\$2,500	
General Fund	Youth Athletics	106131-423116	\$2,500	

The budget amendment above is to appropriate revenues for the NRPA/USA Football Grant in the amount of \$2,500. These funds are restricted to use for program expenses associated with the Brunswick County youth football program.

Fund	Description	Code	Increase	Decrease
Health Fund	State Revenues Restricted	135169-332000	\$54,537	
Health Fund	Salaries & Wages Cell	135169-412205	\$250	
Health Fund	Travel Mileage	135169-431100	\$9,000	

Health Fund	Telephone	135169-432100	\$2,000	
Health Fund	Postage	135169-432500	\$500	
Health Fund	Electricity	135169-433100	\$500	
Health Fund	Contracted Services	135169-439900	\$42,287	

The budget amendment above is to appropriate additional state revenues for the WIC-Client Services Program in the amount of \$54,537. These funds are restricted to use for program expenses associated with the WIC program.

Fund	Description	Code	Increase	Decrease
Hospital Authority Fund	Lease Fees	765110-383401	\$32,254	
Hospital Authority Fund	Professional Services - Legal	765110-419200	\$25,470	
Hospital Authority Fund	Professional Services – Other	765110-419900	\$4,100	
Hospital Authority Fund	Office Supplies	765110-426000	\$100	
Hospital Authority Fund	Travel	765110-431200	\$1,000	
Hospital Authority Fund	Postage	765110-432500	\$84	
Hospital Authority Fund	Advertising	765110-439100	\$500	
Hospital Authority Fund	Misc Expense	765110-449900	\$1,000	

The budget amendment above is to appropriate Lease fees for the hospital authority budget in the amount of \$32,254. The anticipated revenues are \$50,000 for lease fees and \$11,854 of interest earnings but the authority choose to only appropriate expenditures of \$32,254 so that the remainder will accrue to the fund balance of the fund.

Fund	Description	Code	Increase	Decrease
County Capital Project Fund	NCDOT Revenues	438153-332059	\$81,850	
County Capital Project Fund	Airport Grant 36237.45.8.1 – Engineering	438153-464001	\$10,000	
County Capital Project Fund	Airport Grant 36237.45.8.1 – Engineering	438153-464002	\$71,850	
County Capital Project Fund	Airport Grant 36237.45.8.1 – Revenue	438157-332088	\$62,000	
County Capital Project Fund	Airport Grant 36237.45.8.1 – Expenditures	438157-449801	\$62,000	

The budget amendment above is to appropriate additional NCDOT revenue for the airport grant projects 36237.45.8.1 in the amount of \$81,850 and 36244.58.4.1 in the amount of \$62,000.

Approval of the associated capital project ordinances below is requested:

**County of Brunswick, North Carolina
Airport Capital Project Ordinance
36237.45.8.1 County Capital Project (438153)**

Be it ordained by the Board of County Commissioners of Brunswick County that pursuant to Section 13.2 of the General Statutes of North Carolina, the following ordinance is hereby adopted:

Section 1. The following amounts are hereby appropriated in the Brunswick County Capital Projects Fund for the 36237.45.8.1 Capital Project:

Project Cost \$261,018

Section 2. It is estimated that the following revenues will be available in the Brunswick County Capital Projects Fund:

Total Project \$261,018

Section 3. This Capital Project Ordinance shall be entered into the minutes of the April 6, 2009 meeting of the Brunswick County Board of Commissioners.

Approval of the associated capital project ordinance below is requested:

**County of Brunswick, North Carolina
Capital Project Ordinance
Airport County Capital Project (438157)**

Be it ordained by the Board of County Commissioners of Brunswick County that pursuant to Section 13.2 of the General Statutes of North Carolina, the following ordinance is hereby adopted:

Section 1. The following amounts are hereby appropriated in the Brunswick County Capital Projects Fund for the 36244.58.4.1 Capital Project:

Project Cost \$62,000

Section 2. It is estimated that the following revenues will be available in the Brunswick County Capital Projects Fund:

Total Project \$62,000

Section 3. This Capital Project Ordinance shall be entered into the minutes of the April 6, 2009 meeting of the Brunswick County Board of Commissioners.

Fund	Description	Code	Increase	Decrease
Education Capital Project Fund	Investment Earnings	428214-383100	\$5,571	
Education Capital Project Fund	PRC 913 Interest Earnings	428214-464101	\$5,571	

The budget amendment above is to appropriate additional bond proceeds investment earnings revenue in the Belville Classroom additions capital project. The county earned investment earnings in excess of the allowable amounts for a tax exempt bond transaction and did not meet the time requirements for expending the proceeds. The County is required to remit \$12,790.58 to the Internal Revenue Service no later than April 2, 2009 which will be paid from interest proceeds.

Approval of the associated capital project ordinance below is requested:

**County of Brunswick, North Carolina
Capital Project Ordinance
Belville 8 Classrooms Education Capital Project (428214)**

Be it ordained by the Board of County Commissioners of Brunswick County that pursuant to Section 13.2 of the General Statutes of North Carolina, the following ordinance is hereby adopted:

Section 1. The following amounts are hereby appropriated for project costs:

Project Cost \$2,505,571

Section 2. It is estimated that the following revenues will be available in the Capital Projects Fund:

Contributions from Special School Capital Reserve \$2,145,000
Contributions from School Capital Project Investment Earnings 360,571
Total Project \$2,505,571

Section 3. This Capital Project Ordinance shall be entered into the minutes of the April 6, 2009 meeting of the Brunswick County Board of Commissioners.

Fund	Description	Code	Increase	Decrease
Education Capital Project Fund	Investment Earnings	428209-383100	\$950,156	
Education Capital Project Fund	Construction	428209-464002	\$950,156	

The budget amendment above is to appropriate investment earnings revenue in excess of amounts currently budgeted for the Brunswick Community College projects.

Approval of the associated capital project ordinance below is requested:

**County of Brunswick, North Carolina
Capital Project Ordinance
Brunswick Community College Education Capital Project (428209)**

Be it ordained by the Board of County Commissioners of Brunswick County that pursuant to Section 13.2 of the General Statutes of North Carolina, the following ordinance is hereby adopted:

Section 1. The following amounts are hereby appropriated for project costs:

Project Cost \$31,665,911

Section 2. It is estimated that the following revenues will be available in the Capital Projects Fund:

Contributions from GO Bond Debt \$30,000,000
Contributions from GO Bond Premium 476,476
Contributions from Project Investment Earnings 1,189,435
Total Project \$31,665,911

Section 3. This Capital Project Ordinance shall be entered into the minutes of the April 6, 2009 meeting of the Brunswick County Board of Commissioners.

Fund	Description	Code	Increase	Decrease
County Capital Project Fund	Wellness Center Misc Revenue	438192-383900	\$3,500	
County Capital Project Fund	Wellness Center Construction	438192-464002	\$3,500	

The budget amendment above is to appropriate \$3,500 in grant funds received from the NCACC for use in the renovation of the wellness center and the purchase of the wellness equipment.

Approval of the associated capital project ordinance below is requested:

**County of Brunswick, North Carolina
Capital Project Ordinance
Wellness Center County Capital Project (438192)**

Be it ordained by the Board of County Commissioners of Brunswick County that pursuant to Section 13.2 of the General Statutes of North Carolina, the following ordinance is hereby adopted:

Section 1. The following amounts are hereby appropriated in the Brunswick County Capital Projects Fund for the Wellness Center Capital Project:

Project Cost \$3,500

Section 2. It is estimated that the following revenues will be available in the Brunswick County Capital Projects Fund:

Grant Proceeds \$3,500

Section 3. This Capital Project Ordinance shall be entered into the minutes of the April 6, 2009 meeting of the Brunswick County Board of Commissioners.

D. JCPC Program Amendmentspg. 29-47

Staff requests approval of the Brunswick County Boys and Girls Club Unit Program Agreement, JCPC Administration budget decrease and revised Funding Plan for 2008-2009, and the Revised Program Agreement for Providence Home and Teen Court indicating the increase in funding of \$5,805.00 for each program.

Fund	Description	Code	Increase	Decrease
General Fund	JCPC Admin Grant Revenue	105833-332000		\$6,610
General Fund	JCPC Admin Grant Expense	105833-465500		\$6,610
General Fund	JCPC Boys & Girls Grant Revenue	105859-332000		\$5,000
General Fund	JCPC Boys & Girls Grant Expense	105859-465500		\$5,000
General Fund	JCPC Teen Court Grant Revenue	105846-332000	\$5,805	
General Fund	JCPC Teen Court Grant Expense	105846-465500	\$5,805	
General Fund	JCPC Providence Home Grant Revenue	105843-332000	\$5,805	
General Fund	JCPC Providence Home Grant	105843-465500	\$5,805	

	Expense			
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E. **Veteran Government Bond, Stamp and Coin Program Resolution**pg. 48-49
 Staff requests approval of a Resolution supporting a Veteran Government Bond, Stamp and Coin Program.

F. **Telecommunications Week Proclamation**pg. 50-52
 Staff requests approval to Proclaim Telecommunications Week April 12-18, 2009.

G. **EMS-MOA Responder Training Program**.....pg. 53-71
 Staff requests approval of a Memorandum of Agreement between N.C. Department of Crime Control and Public Safety and Brunswick County and the Associated FY-2008-2009 Budget Amendment.

H. **EMS-MOA with NC Department of Transportation for Debris Removal**.....pg. 72-78
 Staff requests approval of a Memorandum of Agreement between Brunswick County and the North Carolina Department of Transportation.

VI. Presentation

1. **Sexual Assault Awareness Month Proclamation (Meredith Peters)**pg. 79
2. **Parks and Recreation Special Population Award Recognition (Steve Stone)**pg. 80-83

VII. Public Hearing

1. **Proposed CAMA Land Use Map Amendment LU-33 (Leslie Bell)**pg. 84-92
 (Planning Board and Planning Staff recommend unanimous approval).
2. **Proposed UDO Text Amendment 09-02 (Leslie Bell)**pg. 93-111
 (Planning Board and Planning Staff recommend unanimous approval).
3. **Proposed Map Amendment 09-635 (Leslie Bell)**.....pg. 112-121
 (Planning Board and Planning Staff recommend unanimous approval).
4. **CDBG Water Hook-Up Grant Program Close Out (Louise McGarva)**pg. 122-124

VIII. Administrative Report

1. **Planning-CDBG Water Hook-Up Grant Program Close-Out (Louise McGarva)**pg. 125-136
 Staff requests approval of the Close-out Performance Report, Certification of Completion and Certification of Close-out Public Hearing.
2. **Planning – Proposed Map Amendment Z-09-634 (Leslie Bell)**pg. 137-149
 Staff recommends approval for First Reading and setting Public Hearing for May 4, 2009 at 6:30 p.m.
3. **Planning- Proposed Map Amendment Z-09-637 (Leslie Bell)**pg. 150-160
 Staff recommends approval for First Reading and setting Public Hearing for May 4, 2009 at 6:30 p.m.
4. **Planning – Proposed Professional Service Agreement with PBS&J (Leslie Bell)**pg. 161-190
 Staff recommends approving agreement with Post Buckley Schuh &Jernigan, Inc. for Updating Brunswick County’s Multi-Jurisdictional Hazard Mitigation Plan.
5. **Planning – Awarding U.S.D.A. Housing Preservation Grant (HPG) Rehabilitation Contracts (Louise McGarva)**pg. 191-228

Staff recommends awarding Rehabilitation Contracts to E&R Investments, LLC and Malone Construction providing (4) Brunswick County citizens with residential repair work.

6. **Parks & Recreation – Ocean Isle Beach Park Playground Proposal (Jim Pryor)**pg. 229-241
Staff recommends approving Proposal of Cunningham and Associates for Ocean Isle Beach Park Playgrounds in the amount of \$199,993.54.
 7. **Ocean Isle Beach Park Engineering Service Contract (Jim Pryor)**.....pg. 242-250
Staff recommends approving Contract with Thomas & Hutton Engineers for Engineering Services at Ocean Isle Beach Park.
 8. **Utilities- Revised Sewer Service Agreement with the City of Northwest (Jerry Pierce)** .pg. 251-267
Staff recommends approving the Amended Sewer Service Agreement with the City of Northwest.
 9. **Utilities- Contract Amendment I to the Northeast Brunswick Regional Wastewater Project with the Town of Leland, Town of Navassa, and City of Northwest (Jerry Pierce)**pg. 268-281
Staff recommends approving Contract Amendments No.1 to the Northeast Brunswick Regional Wastewater Project Sewer Service Agreements with the Towns of Leland, and Navassa and the City of Northwest.
 10. **Utilities- W.K. Dickson Engineering Contract (Jerry Pierce)**pg. 282-299
Staff recommends Approving Contract with W.K. Dickson & Co.; Inc. to Design Northeast Regional Wastewater Plant Expansion and the Associated Budget Amendments and Capital Projects Ordinance.
 11. **Utilities – Tetra Tech Contract Amendment (Jerry Pierce)**pg. 300-307
Staff recommends approving Contract Amendment with Tetra Tech. Inc.
 12. **Utilities- Construction Grant & Loan Application Resolutions for Sunset Beach, & Calabash (Jerry Pierce)**pg. 308-313
Staff recommends approving Resolutions.
 13. **Finance – Southern Health Partners Health Services Agreement Amendment #3 (Ann Hardy)**pg. 314-335
Staff recommends Approving Amendment to Southern Health Partners Agreement.
 14. **Change Order DSS/Cafeteria Project (Jeff Phillips)**.....pg. 336-341
Staff recommends Approving Change Order No. 3 to the Contract of Bordeaux Construction Company, Inc.
 15. **Adoption of Mission Statement and Core Values (Marty Lawing)**.....pg. 342-344
Staff recommends reviewing, modifying and adopting the proposed Mission Statement and Core Values for Brunswick County Government.
 16. **County Manager Report (Marty Lawing)**
- IX. Board Appointments**
1. **Fire Fee Committee (District 3 appointment)**pg.345

X. County Attorney's Report

1. **Review Officers Resolution-Gracie James Hendrix and Ruth Teresa Click.....pg. 346**
2. **Deed of Dedication for Fire Lines Building T5-T9 and T17-T20, Beacon Townes at Carolina Shores.....pg. 347-360**
3. **Geodetic Survey Boundary Line Funding.....pg.361-363**
4. **Closed Session**

XI. Other Business/Informal Discussion

1. **Proposed County Services District Meetings (Commissioner Warren)**
2. **Bird Island Restrictive Signage (Commissioner Cooke)**

XII. Adjournment