

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
February 1, 2010
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. **January 27, 2010 Agenda Meeting Minutes**pg. 1
 - B. Tax**
 - C. Finance**pg. 2-8

Airport County Capital Project Fund:

Revenues:

State Revenue Restricted	438157-332092	\$2,701,000
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Expenditures:

Land	438157-449805	\$2,701,000
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The Brunswick County Airport is in the receipt of a grant in the amount of \$2,701,000 of State Aid to Airports Program funds thru the NC Department of Transportation-Division of Aviation. The local in-kind match required of \$300,111 is satisfied from a previous land donation. The budget amendment above and capital project ordinance below are to appropriate the \$2,701,000 of grant proceeds for expenditures allowed by the grant for runway construction.

**County of Brunswick, North Carolina
Airport Projects (Amended) 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 and County Capital Reserve Fund for the Airport Projects:

Airport County Project Fund:

Revenues:

State Revenues	\$3,835,500
Transfer from County Capital Reserve	<u>2,005,000</u>
Total Airport County Capital Project Fund Revenues	<u>\$5,840,500</u>

Expenditures:

36244.58.4.1 Airport Grant Expenditures	\$62,000
36237.45.10.2 Airport Grant Expenditures	513,265
36237.45.10.3 Airport Grant Expenditures	409,235
36237.45.10.1 Airport Grant Expenditures	150,000
36244.58.5.1 Airport Grant Expenditures	2,701,000
Land Purchase Expenditures	<u>2,005,000</u>
Total Airport County Capital Project Fund Expenditures	<u>\$5,840,500</u>

Section 2. This Capital Project Ordinance shall be entered into the minutes of the February 1, 2010 meeting of the Brunswick County Board of Commissioners.

Education Capital Project:

Revenues:

NC Lottery Proceeds	428006-332850	\$60,000
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Expenditures:

Capital Outlay-Middle School Upgrades	428006-464103	\$60,000
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The Board of Education and County Commissioners made a request of the Public School Building Capital Fund in July 2009 to expend lottery revenues held on the behalf of Brunswick County for middle school renovations to include windows, doors and electrical upgrades at Shallotte Middle, South Brunswick Middle and Leland Middle. The project has received approval. The above budget amendment and capital project ordinance are to appropriate the lottery revenues for the middle school improvements.

**County of Brunswick, North Carolina
School Category I Project 428006**

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 School Capital Projects Fund and County Schools Capital Reserve Fund and the County Special Schools Capital Reserve Fund and the General Fund for the Schools Category I Project:

Education Capital Project Fund:

Revenues:

NC Education Lottery	\$1,743,916
Trans from General Fund	\$372,871
Trans from Special Schools Capital Reserve	\$3,356,626.31
Transfer from Schools Capital Reserve	<u>\$13,465,255.08</u>
Total Education Capital Project Fund Revenues	<u>\$18,938,668.39</u>

Expenditures:

Special School Capital Reserve Fund (Excess Collections Ad Valorem)	\$3,356,626.31
School Capital Reserve Fund Sales Tax	\$13,465,255.08
General Fund Hold Harmless Medicaid Swap	\$372,871
Proceeds NC Education Lottery Expenditure	<u>\$1,743,916</u>
Total Education Capital Project Fund Expenditures	<u>\$18,938,668.39</u>

Section 2. This Capital Project Ordinance shall be entered into the minutes of the February 1, 2010 meeting of the Brunswick County Board of Commissioners.

General Fund-Sheriff Department:

Revenues:

Gifts & Memorials	104310-383303	\$600
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Expenditures:

Canine Expenditures	104310-429201	\$600
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The above budget amendment is to appropriate revenues from donations made to the Sheriff's department in the amount of \$600 designated to assist with the cost of canines. Staff recommends appropriation of the contribution.

General Fund-Sheriff Department:

Revenues:

Civil Fees	104310-383909	\$16,500
Other Permits & Fees	104310-383958	\$3,465

Expenditures:

Salary & Wages Temp/Part-time	104310-412600	\$14,000
Supplies & Materials	104310-426000	\$2,500
Travel-Mileage	104310-431100	\$260
Miscellaneous Expenditures	104310-383958	\$3,205

The above budget amendment is to appropriate revenues from civil fees that have exceeded projections for service of civil papers requiring additional part-time staff hours for expenditures related to the service of the papers.

General Fund-Detention Department:

Revenues:

Miscellaneous Revenues	104320-383900	\$6,300
Miscellaneous Jail Fees	104320-383962	\$42,100

Expenditures:

Supplies & Materials	104320-426000	\$12,000
Departmental Supplies	104320-383958	\$36,400

The above budget amendment is to appropriate revenues from concession revenues and jail fees that have exceeded budget for detention expenditures anticipated to exceed budget.

Health Fund:

Revenues:

State Revenue-Restricted	135157-332000	\$440
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Expenditures:

Contracted Services	135157-439900	\$440
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The above budget amendment is to appropriate revenues from the State of North Carolina in the amount of \$440 for the Breast and Cervical Cancer program to assist with the cost of digital mammograms.

Health Fund:

Revenues:

State Revenue-Restricted	135164-332000	\$6,977
Miscellaneous Revenues	135164-383900	\$338

Expenditures:

Contracted Services	135164-439900	\$6,977
Supplies & Materials	135164-426000	\$100
Minor Office Equipment	135164-426100	\$238

The above budget amendment is to increase revenues of \$6,977 from the State of North Carolina and appropriate \$338 of miscellaneous receipts. The additional funding is for increased case loads in the family Planning program.

Health Fund:

Revenues:

State Revenue-Restricted	135175-332000	(\$1,000)
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Expenditures:

Supplies & Materials	135175-426000	(\$100)
Travel (Mileage)	135175-431100	(\$100)
Travel (Subsistence)	135175-431200	(\$500)
Travel (Registrations)	135175-431500	(\$200)
Postage	135175-432500	(\$100)

The above budget amendment is to reduce revenues from the State of North Carolina Department of Natural and Environmental Resources. The Child Lead Program will not be funded this fiscal year. The Health department requests reducing various operating budget lines identified above to reflect the reduction in State funds.

Health Fund:

Revenues:

State Revenue-Restricted	135150-332000	(\$1,960)
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Expenditures:

Advertising	135150-439100	(\$500)
Miscellaneous Expenditures	135150-449900	(\$960)
Postage	135150-432500	(\$500)

The above budget amendment is to reduce revenues from the State of North Carolina in the Infant Mortality Task Force Program. The Health department requests reducing various operating budget lines identified above to reflect the reduction in State funds of \$1,960.

General Fund:

Revenues:

Insurance Refund	100000-383913	\$145,380
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Expenditures:

Transfer to County Capital Reserve Fund	109800-498026	\$145,380
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County Capital Reserve Fund:

Revenues:

Transfer from General Fund	269800-398110	\$145,380
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Expenditures:

Reserve for Workers' Compensation Claims	269800-464395	\$145,380
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Water Fund:

Revenues:

Insurance Refund	617110-383913	\$15,836
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Expenditures:

Transfer to Water Capital Reserve Fund	619800-498063	\$15,836
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Water Capital Reserve Fund:

Revenues:

Transfer from Water Fund	639800-398661	\$15,836
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Expenditures:

Reserve for Workers' Compensation Claims	639800-464395	\$15,836
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Wastewater Fund:

Revenues:

Insurance Refund	627210-383913	\$5,877
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Expenditures:

Transfer to Waste Water Capital Reserve Fund	629800-498064	\$5,877
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Waste Water Capital Reserve Fund:

Revenues:

Transfer from Waste Water Fund	649800-398662	\$5,877
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Expenditures:

Reserve for Workers' Compensation Claims	649800-464395	\$5,877
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The above budget amendments are to appropriate an insurance refund from the FY 2008-09 Workers' Compensation audit in the amount of \$167,093 in reserve funds for future claims. Staff recommends of establishing the reserves for future claims is due to the County being self-insured

for worker's compensation. The recommendation is to place the amount in each respective reserve fund based on the percentage of expenditures for premiums in FY 08-09 with the General Fund receiving 87%, Water Fund 9% and Waste Water Fund 4%.

- D. **Operation Services – Water Management Project Supply VFD**pg. 9-11
Staff requests approval for the Supply Volunteer Fire Department Water Management Project.
- E. **Operation Services – Mosquito Control Official Designation Resolution**pg. 12-15
Staff requests to approve the Official Designation Resolution for Mosquito Control.
- F. **Operation Services – Unified Recovery Group, LLC Addendum No. 1 for Disaster Debris Management Contract**pg. 16-18
Staff requests to approve Addendum No. 1 to the Disaster Debris Management and Removal Contract of Unified Recovery Group, LLC.
- G. **Planning – 2009 Community Development Block Grant (CDBG) Water Hook-Up Program Grant Agreements (Louise McGarva)**pg. 19-44
Staff recommends approving the 2009 CDBG Water Hook-Up Grant Agreements and Funding Agreement and Administration Guidelines and Polices.
- H. **Finance-Surplus Time Clock-Bolivia VFD**.....pg. 45-48
Staff requests to declare Time Clock as surplus equipment and approve sale to Bolivia Volunteer Fire Department for \$5.00.
- I. **Finance-Martin Starnes Contract Renewal**pg. 49-60
Staff requests to approve Contract with Martin Starnes & Associates, CPA's, P.A. for Fiscal Year ended June 30, 2010 audit.

VI. Public Hearing

- 1. **Planning - Proposed Unified Development Ordinance Text Amendment UDO-09-11 (Leslie Bell)**pg. 61-66
Item 1 - Planning Staff recommends approval with these noted changes: Incinerators for the Disposal of Animal Remains as a Special Exception in the RR (Low Density Residential); as a ~~Limited Use in the C-LD (Commercial Low Density) Zoning District~~ and ~~C-LD (Commercial Low Density) Zoning Districts~~; and as an outright permitted use in the C-I (Commercial Intensive), RU-I (Rural Industrial), and I-G (Industrial General) Zoning Districts.

Item 1 - Planning Board recommends approval with the following change: Incinerators for the Disposal of Animal Remains as a Special Exception in the RR (Low Density Residential), ~~as a Limited Use in the C-LD (Commercial Low Density)~~ and ~~C-LD (Commercial Low Density) Zoning Districts~~; and as an outright permitted use in the C-I (Commercial Intensive), RU-I (Rural Industrial), and I-G (Industrial General) Zoning Districts; change (~~i.e.~~ to **e.g.** pet crematories) in Item D in the first paragraph; and delete Item D(2) in its entirety. [unanimous 7 to 0].

VII. Administrative Report

- 1. **Planning – Proposed Map Amendment Z-10-652 First Reading & Set Public Hearing (Leslie Bell)**pg. 67-79
Staff recommends approval of First Reading and Schedule Public Hearing for March 1,

2010 at 6:30 p.m.

2. **Planning – Proposed Map Amendment Z-10-653 First Reading & Set Public Hearing (Leslie Bell)**pg. 80-90
Staff recommends approval of First Reading and Schedule Public Hearing for March 1, 2010 at 6:30 p. m.
3. **Planning – Proposed Map Amendment Z-10-654 First Reading & Set Public Hearing (Leslie Bell)**pg. 91-101
Staff recommends approval of First Reading and Schedule Public Hearing for March 1, 2010 at 6:30 p.m.
4. **Health Department – Food & Lodging Software Package Budget Amendment**pg. 102-108
Staff requests to approve Budget Amendment to purchase software, training and licensing for Food and Lodging division reporting to the state of North Carolina.
5. **Health Department – Dental Health Program Budget Amendment**pg. 109-115
Staff requests to approve Budget Amendment in the amount of \$45,840 to pay for utility connections at six elementary schools to support the Mobile Dental Van.
6. **Public Utilities – Proposed Sunset Beach Wastewater Collection System Connection Assistance Program (Jerry Pierce)**pg. 116-124
Staff recommends approving the Wastewater Collection System Connection Assistance Program for low to moderate income and handicapped property owners in the Town of Sunset Beach.
7. **Public Utilities – Advance Meter Infrastructure System Agreement (Jerry Pierce)**.....pg. 125-148
Staff recommends approving advanced meter infrastructure installation project agreement with Sensus USA and the associated budget amendment.
8. **Administration – 2nd Quarter Progress Report on FY 2009-2010 Major Goals and Objectives (Marty Lawing)**pg. 149-158
Receive the 2nd Quarter Goal Report as information.

VIII. Board Appointments

1. **Board of Equalization and Review (District 1)**pg. 159-160

IX. Other Business/Informal Discussion

X. Adjournment