

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING AGENDA  
FEBRUARY 15, 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. **February 1, 2010 Regular Meeting Minutes** .....pg. 1-15
    - 2. **February 10, 2010 Agenda Meeting Minutes** .....pg. 16
  - B. Tax**
    - 1. **Receive Report of Unpaid 2009 Real Property Tax Liens and Order Advertisement** .....pg. 17-19
    - 2. **Monthly Tax Collection Report for January 2010** .....pg. 20-23
    - 3. **Tax Releases for February 2010** .....pg. 24-36
    - 4. **Motor Vehicle Valuation & Levy October 2009** .....pg. 37-40
  - C. Finance** .....pg. 41-45

**Wastewater Fund:**

Revenues:

Expendable Net Assets Appropriated	629800-399200	\$1,134,858
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Expenditures:

Transfer to Wastewater Reserve Fund	629800-498064	\$1,134,858
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The County received a lump sum payment from the City of Northwest in the amount of \$1,134,858 under an agreement for sewer treatment capacity and service at the Northeast Brunswick Wastewater Reclamation Regional Plant. Since the agreement is for capacity over several years, the revenue will be recognized in the Wastewater Fund to match the timing of debt payments made on the plant. At fiscal year-end, 7 annual debt payments will have expired allowing the county to recognize current year revenues of \$397,200.30 and defer revenue recognition of \$737,657.80 to future periods with an annual recognition of \$56,742.90 in fiscal year 2011 thru 2023. Since the cash deposit was made to the Wastewater Fund, the \$1,134,858 will accrue to expendable net assets in that fund. Staff recommends that the cash be transferred from the expendable net assets to the Wastewater Reserve Fund through the budget amendment above.

**Wastewater Capital Reserve Fund:**

Revenues:

Transfer from Wastewater Reserve Fund	649800-398662	\$1,134,858
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Expenditures:

County Share-NE Plant Expansion	649800-464333	\$1,134,858
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Staff recommends designation of the lump sum payment from the City of Northwest transferred into the Wastewater Reserve Fund from the Wastewater Fund for the County Share of the Northeast Brunswick Regional Wastewater Treatment Plant Expansion in the amount of \$1,134,858.

**General Fund:**

Expenditures:

Commissioner's Contingency	109910-499100	\$(113,284)
NC Fuel Excise Tax	104250-449806	\$113,284

The County recently learned that fuel sales to agencies are in violation of the county's fuel excise tax exemption. An audit was performed by the NCDOR and the county received an assessment for sales made for the prior 36 months. The above budget amendment is to appropriate commissioner contingency funds for a payment due to the NCDOR Motor Fuels Excise Tax Division in the amount of \$104,041.66 plus interest of \$7,323.98 for a total of \$111,274.64 for the period of 12/1/06 thru 11/30/09 and \$2,008.57 for the period 12/1/09 thru 12/31/09 as calculated by staff. Staff requests approval of the budget amendment and authority to make the disbursement to the NC Department of Revenue.

**General Fund:**

Revenues:

<i>Fund Balance Appropriated</i>	<i>100000-399100</i>	<i>\$(19,235)</i>
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<i>Fund Balance Appropriated</i>	<i>100000-399100</i>	<i><u>\$20,000</u></i>
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<b><i>Total Revenues</i></b>		<b><i><u>\$765</u></i></b>
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Expenditures:

<i>Committee of 100</i>	<i>104999-465143</i>	<i>\$(19,235)</i>
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<i>Professional Services-Legal</i>	<i>104110-419200</i>	<i><u>\$20,000</u></i>
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<b><i>Total Expenditures</i></b>		<b><i><u>\$765</u></i></b>
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The above budget amendment is to decrease \$19,235 of funds for the Committee of 100 encumbered in FY 09 that were re-appropriated in FY 10. The expenditures occurred in FY 09 and did not need to be re-appropriated in FY 10. The amendment is to increase \$20,000 for legal fees associated with the joint industrial park that were approved in FY 09 and will be expended in FY 10.

**DSS Fund:**

Revenues:

State Revenue Restricted	145310-332000	\$100,000
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Expenditures:

Crisis Intervention	145310-449904	\$100,000
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The above budget amendment is to appropriate additional state revenues in the amount of \$100,000 for Crisis Intervention Program.

**General Fund:**

Expenditures:

Commissioner's Contingency	109910-499100	\$(80,000)
Unemployment Insurance	104290-418304	\$80,000
Total		\$0

The County is self-insured for unemployment payments. The general fund budget was \$80,000 for FY 10. Expenditures to date for unemployment assistance paid is \$67,342 plus claims pending. It is estimated that an additional \$80,000 of claims made be made for FY 10. Staff recommends the above budget appropriation for unemployment claims in the General Fund from contingency.

**General Fund:**

Expenditures:

Transfer to DSS Fund	109800-498014	\$7,401
Unemployment Insurance	104290-418304	\$(7,401)
Total		\$0

**DSS Fund:**

Revenues:

Transfer from General Fund	149800-398110	\$7,401
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Expenditures:

Unemployment Insurance	145310-418304	\$7,401
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The above budget amendment is to transfer funds to the DSS fund for unemployment claims payments. Funds are budgeted in the General Fund and transferred as incurred to departments or other funds.

**Water Capital Reserve Fund:**

Revenues:

Transfer from Water Reserve	639800-464235	\$(30,000)
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Expenditures:

Transfer to Water Capital Project	639800-498041	\$30,000
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**Water Capital Project Fund:**

Revenues:

Transfer from Water Reserve	418254-398663	\$30,000
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Expenditures:

Engineering 418254-464001 \$30,000

**County of Brunswick, North Carolina  
Water Transmission Improvements Projects (Amended) 418254**

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 Water Capital Projects Fund and Water Capital Reserve Fund for the Water Projects:

**Water Project Fund:**

Revenues:

Transfer from Water Capital Reserve \$140,250

Expenditures:

Engineering \$140,250

Section 2. This Capital Project Ordinance shall be entered into the minutes of the February 15, 2010 meeting of the Brunswick County Board of Commissioners.

The above budget amendment and capital project ordinance are to appropriate funds in the amount of \$30,000 for preliminary expenditures prior to formally bidding the project.

D. **Operation Services-Water Management Project/Mosquito Control Division** .....pg. 46-48  
Staff requests to approve Water Management Project at 1492 Village Road NE Leland, NC.

E. **Finance-School Resource and DARE Officer Agreement**.....pg. 49-55  
Staff requests to approve School Resource Officer and Dare Officer agreement.

**VI. Presentation**

1. **Randy Thompson-Order of the Long Leaf Pine (Marty Cooke)**.....pg. 56

**VII. Administrative Report**

1. **Utility Operations-West Regional Expansion Final Adjusting Change Order (Jerry Pierce)** ..... pg. 57-64  
Staff recommends approving Final Change Order (No.5) to the contract of Seaside Utilities, Inc. for the West Brunswick Regional Water Reclamation Facility Expansion project.

2. **Utility Operations-Amended and Restated Reuse Water Agreement (Jerry Pierce)**.....pg. 65-71  
Staff recommends approving the Amended and Restated Reuse Water Agreement for the Members Club at St. James Plantation.

3. **Finance-Submittal of Grant & Loan Application to USDA-Rural Development for Four Senior Citizen Centers (Ann Hardy)** .....pg. 72-88  
Staff recommends approving the Submittal of Pre-application for USDA Rural Development Grant/Loan Financing for Senior /Community Center Projects.

4. **Finance-Reimbursement Request for Fuel Excise Tax Paid from Fuel Guests (Ann Hardy)** .....pg. 89-91  
Staff recommends approval to request reimbursement for Fuel Excise Tax paid from fuel guests.
5. **Finance-January 2010 Financial Reports (Ann Hardy)**.....pg. 92-94  
Receive January 31, 2010 Financial Report as information.

**VIII. Board Appointments**

1. **Town of Shallotte’s Planning Board ETJ appointment** .....pg. 95
2. **Utility Board (District 2 and 4, At-Large, St. James appointment)** .....pg. 96
3. **Marine Fisheries Advisory Board (District 3 and 5 appointment)**.....pg. 97
4. **Nursing Home and Adult Care Advisory Committee (District 4 and 5)** .....pg. 98

**IX. County Attorney’s Report (Huey Marshall)**

1. **Old Villanova Loop Road Section Closure**.....pg.99-101

**X. Other Business/Informal Discussion**

1. **Upcoming Board Mini-Retreat Briefing (Marty Lawing)**

**XI. Adjournment**