

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
OFFICIAL MINUTES  
BOARD RETREAT  
MARCH 24, 2011  
8:00 A.M.**

**The Brunswick County Board of Commissioners held the annual Board Retreat on the above date at 8:00 a.m., 2<sup>nd</sup> 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.

Marty Lawing, County Manager, reviewed the agenda and welcomed everyone.  
(Attached to these Minutes is an item called Board Action containing all items on this agenda and those items are incorporated herein.)

The Board heard Goals and Objectives from Administration, Code Enforcement, County Attorney, Clerk to the Board, Finance, Library, Building Inspections, Engineering, Tax Administration and Revenue Collection departments and then took a short break.

Chairman Sue called the meeting back to order at 10:41 a.m. and the Board heard Goals and Objectives from Cooperative Extension, Emergency Services, MIS/GIS, and Social Services.

LUNCH 12:45 p.m. – 1:28 p.m.

Chairman Sue called the meeting back to order and the Board heard Goals and Objectives from Public Housing, Health Department, Board of Elections, Veterans Services, Cafeteria, Register of Deeds, Soil and Water Conservation and Criminal Justice Partnership Program.

After a break the Board heard Goals and Objectives from Parks and Recreation, Operation Services (Sheriff's Office was unable to attend today so Operation Services was heard in their place) Brunswick Community College, and Economic Development.

**II. OTHER BUSINESS/INFORMAL DISCUSSION**

**Closed Session**

At 3:56 p.m. Commissioner Norris moved to enter Closed Session pursuant to NCGS 143-318.11 (a) (3) to consult with the Attorney, to consider and give instructions concerning a potential or actual claim, administrative procedure, or judicial action and (a) (4) to discuss matters relating to the location or expansion of business in the area served by this body. The vote of approval was unanimous.

**Reconvened**

Chairman Sue called the meeting back to order at 4:44 p.m. and announced that no action was taken in Closed Session and discussion will be disclosed upon response from the other party.

**III. ADJOURNMENT**

At 4:45 p.m. Vice-Chairman Norris moved to recess the meeting until 8:00 a.m. tomorrow. The vote of approval was unanimous.

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William M. Sue, Chairman

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Deborah (Debby) Gore, Clerk to the Board

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS  
OFFICIAL MINUTES  
BOARD RETREAT  
MARCH 25, 2011  
8:00 A.M.**

**The Brunswick County Board of Commissioners held the Annual Board Retreat on the above date at 8:00 a.m., 2<sup>nd</sup> 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 8:04 a.m.

The Board heard Goals and Objectives from the Sheriff's Office, Public Utilities, Planning/Community Development/Central Permitting, Brunswick County Schools and Brunswick Senior Resources, Inc.

After a short break the Board heard Goals and Objectives from Cape Fear Regional Jetport, Update of the 2011 Revaluation, discussion of the Preliminary General Fund CIP, Preliminary Enterprise Fund CIP, Preliminary Wholesale Water & Wastewater Rates.

LUNCH 12:23 p.m. – 1:16 p.m.

Chairman Sue called the meeting back to order and there was discussion of the General Fund Expenditure Increases, Group Health Insurance Proposals and the Board directed staff to provide more information at a workshop to allow further discussion. The Manager and the Fiscal Operations Director discussed Historical County Budget and Tax Perspectives, Potential Cost Reduction Measures where discussion included a possible four day work week, and discontinuing long term disability where it was consensus of the Board to look at savings from a four day week and not to eliminate long term disability.

During discussion of County Employee Compensation, the Board directed staff to continue looking at this throughout the budget process and hold a workshop before the budget is finalized. Staff deferred discussion of Proposed new Fees and Fee Adjustments.

Commissioner Major Goals and Focus Areas for FY 2012

There was discussion that included continuing to focus on safety and continual training, maintain/increase productivity, increase Wellness participation, consider televising meetings, and continue to work on focus areas already in place.

#### Budget Directives

The Board directed staff to try and hold the tax rate to a number less than revenue neutral and to hold a workshop to show options regarding vacant positions in the Cooperative Extension office and the requests from the Clerk of Court and Superior Court Judge's office for positions and furniture. It was consensus to direct staff to change the policy and close county libraries on Sunday, and close the Southport and Hickman Crossroads Library on Saturday to reduce the need for additional positions.

#### Tax Credit Affordable Housing Project

Leslie Bell and Tom Honeycutt, Parkside Housing LLC Principal, requested Housing Development funds to enable support of the multi-family affordable development planned by Parkside Housing LLC and its sponsor Southern Properties and Development LLC.

Chairman Sue moved to participate in the project the same as last year. The vote of approval was unanimous.

### **III. ADJOURNMENT**

Commissioner Cooke moved to adjourn the meeting at 3:30 p.m. The vote of approval was unanimous.

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William M. Sue, Chairman

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Deborah (Debby) Gore, Clerk to the Board