

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
FEBRUARY 20, 2012
6:30 P.M.**

- I. Call to Order/ (Closed Session) 6:00 P.M.**
- I. Call to Order/ (Regular Session) 6:30 P.M.**
- II. Invocation/Pledge of Allegiance**
- III. Adjustments/Approval of Agenda**
- IV. Public Comments**
- V. Approval of Consent Agenda**
 - A. Minutes**
 - 1. **January 11, 2012 Agenda Meeting Minutes**pg. 1
 - 2. **February 1, 2012 Agenda Meeting Minutes**pg. 2
 - 3. **February 6, 2012 Regular Meeting Minutes**pg. 3-17
 - B. Tax**
 - 1. **October 2011 Motor Vehicle Valuation & Levy**pg. 18-21
 - 2. **February 2012 Tax Releases**pg. 22-37
 - 3. **January 2012 Tax Collection Report**pg. 38-41
 - C. Finance**pg. 42-45

General Fund-Cooperative Extension:

Revenues:

Miscellaneous Revenues	104950-383900	\$5,009
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Expenditures:

Osteoporosis Grant	104950-449958	\$4,509
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Special Projects	104950-423104	\$500
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The budget amendment is to appropriate \$5,009 of Miscellaneous Revenues for two grants received. Brunswick County Cooperative Extension received a \$500 Grant from the Corn Growers Association of North Carolina for an on-farm project and \$4,509 from the NC Osteoporosis Foundation for Osteoporosis Education. No additional county funds are required.

General Fund-Legal:

Expenditures:

Manager's Contingency	109910-499101	\$(43,000)
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Commissioner's Contingency	109910-499100	\$(34,735)
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Professional Services-Legal	104150-419200	\$75,000
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Professional Services-Other	104150-419900	\$2,735
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The budget amendment is to transfer funds from contingency for attorney and other professional fees related to lot appeals.

Health Fund-Family Planning:

Revenues:

State Revenues Restricted	135164-332000	\$14,785
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Expenditures:

Contracted Services	135164-439900	\$14,785
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The budget amendment above is to appropriate additional State funding for the Family Planning Program.

Health Fund-Child Lead Poisoning Prevention:

Revenues:

State Revenues Restricted	135175-332000	\$1,312
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Expenditures:

Major Operating Equipment	135175-426200	\$1,312
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The budget amendment above is to appropriate additional State funding for the Child Lead Prevention Program.

Health Fund-Communicable Disease:

Revenues:

State Revenues Restricted	135125-332000	\$2,220
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Expenditures:

Major Operating Equipment	135125-426200	\$2,220
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The budget amendment above is to appropriate additional State funding for the purchase of a computer to allow infectious disease training as part of Communicable Disease Program.

Health Fund-Immunizations:

Revenues:

Clinic Fees	135126-335006	\$28,000
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Expenditures:

Drugs	135126-423800	\$18,000
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Medical Supplies	135126-423900	\$5,000
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Supplies & Materials	135126-426000	\$1,000
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Travel-Mileage	135126-431100	\$1,000
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Postage	135126-432500	\$1,000
Training Expenses	135126-439500	\$1,000
Contracted Services	135126-439900	\$1,000

The budget amendment above is to appropriate the following additional clinic fees to purchase vaccines and supplies for Teen and Kindergarten outreach initiatives.

Wastewater Fund-Collections:

Revenues:

Taps and Connections	627220-371402	\$150,000
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Expenditures:

Tap on Supplies	627220-459601	\$150,000
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The 2011 Fiscal Year approved budget amount for “Tap-on Supplies” (627220-459601) is \$336,000 and the corresponding projected revenue line item for “Taps and Connections” (627220-371402) is \$500,000. This was based on an anticipated 112 grinder pump installations for the year. Through the end of January 2012, the Sewer Collections Division has installed 129 grinder pump stations and has 20 pending work orders for installations. Through the end of January, the “Taps and Connections” revenues were at \$551,000 and the “Tap-on Supplies” available budget was \$36,765. Based on the demand over the past year, the “Tap-on Supplies” budget is requested to be increased by \$150,000 in order to meet the demand for grinder pump installations in this fiscal year and to replace the base inventory.

- D. **Operation Services – Proposed Tipping Fee Exemption Request**pg. 46-48
Staff requests to approve Tipping Fee Exemption for Dixon Chapel United Methodist Church.
- E. **Finance – Proposed Public Hearing Request Regarding the Refinancing of Health Care Facilities with the Proceeds of Tax-Exempt Bonds**pg. 49-51
Staff requests to schedule Public Hearing for March 5, 2012 at 6:30 p.m.
- F. **Finance – Proposed Contract to Audit Accounts**pg. 52-57
Staff requests to approve the engagement of Martin Starnes and Associates CPA’s, P.A. for the FY 2012 audit.
- G. **Finance – Proposed Financial Report for January 2012**pg. 58-60
Staff requests receiving the January 2012 Monthly Financial Statement as information.
- H. **Engineering – Proposed Final Change Order to the contract of LM Mclamb & Son Construction Co.; Inc. for the Highway 74/76/87 Roger Bacon Academy Water Main Project** pg. 61-66
Staff requests approving the Final Adjusting Change Order to the Contract of L.M. Mclamb & Son Construction Co.; Inc.
- I. **Community Development – Proposed Public Hearing Request**pg. 67-68
Staff requests to schedule Public Hearing for the 2011 CDBG Catalyst Program Grant Application for March 5, 2012 and April 2, 2012 at 6:30 p.m.

VI. Public Hearing	
1. Finance-2012 COPS Refunding (Ann Hardy)	pg. 69-70
VII. Administrative Report	
1. Finance – Proposed Resolution Approving a Contract and a Deed of Trust and the Delivery Thereof and Providing for Certain Other Related Matters (Ann Hardy)	pg. 71-78
Staff recommends to Approve Resolution Approving a Contract and a Deed of Trust and the Delivery Thereof and Providing for Certain Other Related Matters.	
2. Finance – Proposed Contract and Purchasing Policy (Ann Hardy)	pg. 79-88
Staff recommends approving the Amendments to the Contract and Purchasing Policy as presented.	
VII. Board Appointments	
1. BSRI (District 4)	pg. 89
VIII. County Attorney’s Report	
1. Hearing on Removal	
IX. Other Business/Informal Discussion	
X. Adjournment	