

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
JANUARY 5, 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. December 1, 2008 Regular Meeting Minutespg. 1-11
2. December 9, 2008 Workshop Minutespg. 12
3. December 15, 2008 Regular Meeting Minutespg. 13-20

B. Tax

C. Financepg. 21-33

Fund	Description	Code	Increase	Decrease
Schools Capital Projects Fund	Investment Earnings	428213-383100	\$109,057	
Schools Capital Projects Fund	BB&T IP	428213-464118	\$109,057	
Schools Capital Projects Fund	Investment Earnings	428212-383100	\$171,419	
Schools Capital Projects Fund	BB&T IP	428212-464118	\$171,419	

The budget amendments above and the school capital project ordinances below are to appropriate investment earnings from debt proceeds to the school capital projects for which the funds were borrowed and must be expended in accordance with the debt agreement. Staff recommends the Board of Commissioners approve the investment earnings appropriation of \$109,057 to the Town Creek School Capital Project and \$171,419 to the Cedar Grove School Capital Project.

**County of Brunswick, North Carolina
Capital Project Ordinance
Town Creek Elementary School Capital Project (428213)**

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 Schools Capital Projects Fund for the Town Creek Elementary School Capital Project:

Project Cost
\$16,045,957

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

Debt Proceeds	\$15,936,900
Investment Earnings	<u>109,057</u>
	\$16,045,957

Section 3. This Capital Project Ordinance shall be entered into the minutes of the January 5, 2009 meeting of the Brunswick County Board of Commissioners.

**County of Brunswick, North Carolina
Capital Project Ordinance
Cedar Grove Middle School Capital Project (428212)**

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 Schools Capital Projects Fund for the Cedar Grove Middle School Capital Project:

Project Cost	\$20,585,722
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Section 2. It is estimated that the following revenues will be available in the Brunswick County Schools Capital Projects Fund:

ADM Funds	\$851,203
Debt Proceeds	19,563,100
Investment Earnings	<u>171,419</u>
	\$20,585,722

Section 3. This Capital Project Ordinance shall be entered into the minutes of the January 5, 2009 meeting of the Brunswick County Board of Commissioners.

Fund	Description	Code	Increase	Decrease
Health Fund	Health Supplies	135100-426000		\$30,000
Health Fund	Transfer to County Capital Project Fund	139800-498043	\$30,000	
County Capital Projects Fund	Transfer from Health Fund	438185-398113	\$30,000	
County Capital Projects Fund	DSS, Food Services, and Health HVAC-Construction	438185-464002	\$30,000	

The Health Department, with the approval of the Board of Health, requests approval of the above budget amendment and capital project ordinance below to reduce the supply budget and transfer funds from the Health Fund to the DSS, Food Services, and Health HVAC County Capital Project to cover the construction costs associated with the installation of cable trays for the Health HVAC capital project.

**County of Brunswick, North Carolina
Capital Project Ordinance
DSS, Food Services, and Health HVAC County Capital Project (438185)**

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 DSS, Food Services and Health HVAC County Capital Project:

Project Cost	\$7,150,601
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Section 2. It is estimated that the following revenues will be available in the Brunswick County Capital Projects Fund:

Contributions from General Fund	\$5,925,000
Contributions from Health Fund	530,001
Contributions from County Capital Reserve	<u>695,600</u>
	\$7,150,601

Section 3. The following amounts are hereby appropriated in the Brunswick County General Fund:

Contribution to County Capital Project	\$5,925,000
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Section 4. It is estimated that the following revenues will be available in the Brunswick County General Fund:

Current Funds Appropriated	\$5,925,000
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Section 5. The following amounts are hereby appropriated in the Brunswick County Health Fund:

Contribution to County Capital Project	\$530,001
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Section 6. It is estimated that the following revenues will be available in the Brunswick County Health Fund:

Current Funds Appropriated	\$530,001
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Section 7. The following amounts are hereby appropriated in the Brunswick County Capital Reserve Fund:

Contribution to County Capital Project	\$695,600
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Section 8. It is estimated that the following revenues will be available in the Brunswick County Capital Reserve Fund:

Current Funds Appropriated	\$695,600
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Section 9. This Capital Project Ordinance shall be entered into the minutes of the January 5, 2008 meeting of the Brunswick County Board of Commissioners.

Fund	Description	Code	Increase	Decrease
General Fund	ROAP Revenue	104251-332018	\$147,972	
General Fund	ROAP Grant Subsidy	104251-465500	\$147,972	
DSS Fund	ROAP Revenue	145310-332018		\$8,320
DSS Fund	Travel DOT ROAP	145310-431503		\$8,320

Staff recommends approval of the above budget amendment to appropriate the annual Rural Operating Assistance Program (ROAP) funds. These funds consist of subsidy funds to be used for transportation of elderly and disabled residents of Brunswick County. The total funds to be received by the county are \$163,590 with \$147,972 passed through the general fund to the Brunswick Transit System and \$15,618 going to DSS. DSS had budgeted \$23,938 so a budget decrease was needed while the other funds were not budgeted.

Fund	Description	Code	Increase	Decrease
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DSS Fund	State Revenue Restricted	145310-332000	\$25,000	
DSS Fund	DSS-Crisis Intervention	145310-449904	\$25,000	

Staff recommends approval of the above budget amendment to appropriate additional funding received from the state for the DSS Crisis Intervention Program.

Fund	Description	Code	Increase	Decrease
General Fund	Non-Departmental Unemployment Insurance	104290-418304		\$13,960
General Fund	Walking thru the Door Grant - Social Security Tax	104307-418100	\$466	
General Fund	Walking thru the Door Grant - Retirement	104307-418200	\$5,020	
General Fund	Walking thru the Door Grant - Group Insurance	104307-418300	\$8,000	
General Fund	Walking thru the Door Grant - Disability Insurance	104307-418400	\$474	

The Governor’s Crime Commission awarded a grant to Brunswick County to provide for a specially trained prosecutor and support staff person to work with our Domestic Violence Criminal Cases. The Department reports that during the past three years they have experienced an over 40% increase in Domestic Violence Cases and that the addition of a prosecutor and support staff has enabled staff to provide for speedier trials, referrals of families for needed services and training for officers who deal daily with these potentially dangerous situations. In the first five months of the grant the report they closed out over 250 cases. Staff recommends that county benefits are provided for the employees to be in compliance with retirement and health insurance policies.

Approval of Contract Amendment with Brunswick County Schools for SRO/DARE officer

After the FY 2008-09 School Resource Officer agreement between Brunswick County Schools and the Brunswick County Sheriff’s office was executed, the school system received notification of federal funds available to hire an additional DARE officer. The Board of Commissioners approved creating the position in the sheriff’s department after a written request from the school superintendent committing the funding to be provided entirely by the school system of which \$25,000 was reported as federal grant funds and \$25,000 school system funds. In order for the school system to utilize the federal funding a contract must be in place. The school system approved the attached amendment to the agreement on December 2, 2008 and requests approval for the Brunswick County Finance Officer to preaudit and the Brunswick County Sheriff to execute the SRO/DARE Officer Amendment to the Original Agreement for: School Resource Officer/DARE Officer for Brunswick County Schools and Brunswick County Sheriff’s to include the salary and benefits for a DARE officer not included in the original contract.

Appointment of Local Fireman’s Relief Trustees

The NC Rural Fire District’s Report of Fire Conditions is required annually by N.C. G.S. 58-84-30. The fire departments have submitted the names of the following nominations to be appointed by the County Commissioners as Fireman’s Relief Fund Trustees. Approval of the nominations is requested:

Shallotte Point VFD – Mike Potts and Joe Piggott

D. Appointment of Legislative Liaison to the NCACCpg. 34-35

Staff requests to appoint Vice Chairman Phil Norris for the Legislative Liaison to the NCACC.

E. Planning – Whitlock Landing Change of Driveway Accesspg. 36-41

Staff requests approval for the Whitlock Landing Change of Driveway Access.

VI. Presentation

1. **South Brunswick High School Football Team Proclamation**

VII. Public Hearing

1. **Planning – Proposed Unified Development Ordinance Text Amendment UDO-08-01 (Leslie Bell)**pg. 42-51
Planning Board recommends approval.
2. **Planning – Proposed Map Amendment Z-08-631 Second Reading and Adoption. (Leslie Bell)**pg. 52-62
Planning Board and Planning Staff recommends denial to C-LD Commercial Low Density unanimous 7 to 0).
3. **Planning – Proposed Map Amendment Z-08-632 Second Reading and Adoption (Leslie Bell)**pg. 63-66
Planning Staff recommends denial to NC (Neighborhood Commercial).
Planning Board recommends approval to NC (Neighborhood Commercial) [unanimous 7 to 0].
Planning Board recommends approval to the Official Brunswick County CAMA Land Use Map from LDR (Low Density Residential) to CC (Community Commercial) for Tax Parcels 2430000602, 2430000610, 2430000611, and 2430000612 located at 1681 Buck Thorpe Road near Ocean Isle Beach, NC [unanimous 7 to 0].

VIII. Administrative Report

1. **Planning – Proposed Map Amendment Z-08-633 (Leslie Bell)**pg. 67-71
Staff recommends approval of First Reading and set a Public Hearing on February 2, 2009 at 6:30 p.m. for Proposed Map Amendment Z-08-633.
2. **Planning – Award Single Family Rehabilitation Program (SFR08) Loan Awards & Rehabilitation Contracts (Louise McGarva)**pg. 72-104
Staff recommends approval for the 2008 Single-Family Rehabilitation Program Loan Awards and Rehabilitation Contracts.
3. **Governor’s Crime Commission Grant (Glenda Ansley)**pg. 105-107
Staff recommends authorizing the submittal of a Governor’s Crime Commission Grant Application and a Commitment for a Cash Match of \$15,000.00 upon Grant Award.
4. **Health – Budget Amendment Transfer of Funds (Don Yousey)**pg. 108-110
Staff recommends approving use of Escrow Funds for the Health Department Roof Replacement and Reimbursement of Escrow Funds.
5. **Utilities – 211 New Raw Water Well Proposal/Skipper’s Well Drilling (Jerry Pierce)**pg. 111-113
Staff recommends approving the Proposal of Skipper’s Well Drilling and Pump Services for Design, Permitting, and Construction of a New Raw Water Well for the NC 211 Water Treatment Plant.
6. **Finance – Kronos Payroll Time-Keeping System License Agreement (Ann Hardy)**pg. 114-124

Staff recommends approving the Software License and Services Agreement with Kronos.

7. **Finance – Cellular Stipends for County Employees (Ann Hardy)**pg. 125-163
Staff recommends approving Cellular Phone Stipend Option for County Employees
Required to Maintain a Cell Phone for County Business Purposes.
8. **Administration – Chancel Construction Group Inc. Settlement Agreement (Marty Lawing)**pg. 164-167
Staff recommends approving the Settlement Agreement and Partial Release of Claims with
Chancel Construction Group, Inc.
9. **Administration – NCACC/Living Well Data Transfer (Marty Lawing)**pg.168-174
Staff recommends approving the Memorandum of Understanding between Brunswick
County and the NCACC Health Insurance Trust.
10. **Administration – County Manager Informational Report (Marty Lawing)**

IX. Board Appointments

1. Parks & Recreation (1 appointment)pg. 175
2. Alcoholic Beverage Control (1 appointment)pg. 176
3. Board of Health (3 appointments)pg.177-178

X. County Attorney’s Report

1. Closed Session

XI. Other Business/Informal Discussion

XII. Adjournment