Minutes

Board of County Commissioners Regular Meeting
Monday, January 6, 2025 at 4:00 PM
Pender County Public Assembly Room
805 S. Walker Street, Burgaw, NC

PRESENT:	Chairman Brad George Commissioner: District 3 Jerry Groves Commissioner: District 2 Randy Burton Commissioner Brent Springer Commissioner Ken Smith
ABSENT:	
OTHER PRESENT:	Michael Silverman, County Manager Trey Thurman, County Attorney Lexi Stanfield, Clerk to the Board Allen Vann, Assistant County Manager Other Staff and Members of the Press and Public

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1. CALL TO ORDER

   Chairman Burton called the meeting to order at 4:00PM.

2. INVOCATION

   Vice Chair Smith gave the invocation.

3. PLEDGE OF ALLEGIANCE

   Commissioner Springer led the Pledge of Allegiance.

4. ADOPTION OF AGENDA

   The Board of Commissioners removed items 10.6, 12.3, and section 5 "Organizational" from the agenda.

5. ORGANIZATIONAL

6. PUBLIC HEARING

6.1	Consideration to Amend Alcohol in Park Ordinance for Special Events	Andre Hogan, Zach White	4-8

   Zach White, Parks and Recreation Director, presented the item. This amendment would allow alcohol in the parks with an ABC permit. It would be utilized for events such as 5Ks, weddings, etc. White explained the policy amendment is based on surrounding counties' policies. The Board asked questions.

7. PUBLIC INFORMATION

7.1	Presentation by Maynard Nexsen	Maynard Nexsen	9

David Farrell from Maynard Nexsen Lobbying Firm presented to the Board. Farrell explained the role he plays for the County. He monitors legislation, provides weekly updates to the Manager's office on potential impacts on the county, lobbies for legislative goals for Pender, etc. Maynard Nexsen assisted in getting the Occupancy Tax for District P. Farrell answered questions from the Board.

7.2	Parks and Recreation Department Award	Zach White	10

Zach White, Parks and Recreation Director, presented the item. The Parks and Recreation department was awarded the Arts and Humanity award for their work with the arts and theater.

7.3	Important Tax Information for the Public	Melissa Radke	11-19

Melissa Radke, Tax Aministrator, presented the item to the Board. Radke reviewed the upcoming tax deadlines, methods of property tax assistance for the elderly, disabled, and veterans, as well as the exclusions. Radke went over the application process for assistance and tax exclusions for the citizens.

8. PUBLIC COMMENT

Joey Rivenbark spoke about Union Rescue.
Jimmy Tate spoke about Union Rescue.
Henry Washington spoke about Union Rescue.
Warren Wooten spoke about Union Rescue.
Charlie Schronmaker spoke about Union Rescue.
Ross Trafoli spoke about Pender's Noise Ordinance.
Billy Giddeons spoke about Union Rescue.
Carmen Riggs spoke about Union Rescue.
Diane Giddeons spoke about Union Rescue.

9. CONSENT AGENDA

The Board approved the consent agenda.

9.1	Approval of the November 18, 2024, Board of County Commissioners Regular Meeting Minutes	Lexi Stanfield	20-28
9.2	Approval of the December 2, 2024, Board of County Commissioners Regular Meeting Minutes	Lexi Stanfield	29-37
9.3	Approval of the December 19, 2024, Board of County Commissioners Special Meeting Minutes	Lexi Stanfield	38-41
9.4	Resolution for the Wilmington Urban Area Metropolitan Planning Organization’s (WMPO) FY 24-25 Application to the United States Department of Transportation’s Discretionary Grant Program	Lexi Stanfield	42-43

9.5	Approval of $60,000.00 for Wastewater Treatment Plant Annual Sludge Removal	Anthony Colon	44
9.6	Revision to the Planning & Community Development Fee Schedule	Daniel Adams	45-48
9.7	Amendment to the Fire Protection Agreement with Penderlea Fire Department	Sarah Fulton	49-89
9.8	Approval of a Budget Ordinance Amendment for TDA Promotions in the amount of 15,000	Gabrielle Dawson	90-91
9.9	Approval of Grant Package from DATAPILOT in the amount of $6,870.00 along with a Purchase Order for $4,890.00.	Alan Cutler	92-98
9.10	Approval of Sole Source vendor for Willo Products Company, Inc for Pender County Jail Service on Security Equipment.	Alan Cutler	99-103
9.11	Approval of Budget Ordinance Amendment to transfer funds from revenue to expenditure in the amount of $26,708.00	Alan Cutler	104-106
9.12	Approval for Purchase Order and Budget Ordinance Amendment for Carolina Recording Systems, LLC in the amount of $131,875.00.	Alan Cutler	107-135
9.13	Approval of the Budget Amendment of $35,022.00 and related purchase orders for the purchase of Sheriff's Office vehicles	Alan Cutler	136-140
9.14	Motor Vehicle Releases and Refunds	Melissa Radke	141-142

10. APPROVALS AND RESOLUTIONS

10.1	Employee Health Clinic	Pam Brame	143-161

The Board recused Chairman Burton.

Pam Brame, Human Resources Director, presented the item. Brame explained the Employee

Health Clinic would be partnered with Novant Health until the new Health and Human Services building was completed. The cost of the Employee Health Clinic would be significantly cheaper than paying out employee sick leave. Brame noted that 47% of employees live outside the county lines and often take off entire days or afternoons to attend doctor appointments. The clinic would treat acute illnesses such as the flu, colds, and administer vaccines, etc. The clinic would be open three days a week for eight hours. The annual cost would be $187,910.00 Brame answered questions from the Board.

10.2	Approval of Lease Agreement with The Players League	Zach White	162-173

The Board tabled the item.

10.3	Approval of Purchase Order with Musco Sports Lighting in the amount of $696,579.00 for sport field lighting at Central Pender Park.	Dario Ramirez-Duenas	174-176

Dario Ramirez-Duenas and Zach White, Project Manager and Parks and Recreation Director respectively, presented the item. The item is budgeted for but because of the cost, the Board must approve it. Ramirez reviewed the electrical components with the contract. The contract includes light maintenance for twenty-five years. Meg Blue, Finance Department Director, provided insight on the bidding process that led to the contract with Musco. She addressed the difference in pricing between items 10.3, 10.4, and 10.5.

Commissioner George made a motion to approve the item. The motion did not receive a second.

Commissioner Springer made a motion to approve item 10.3 and 10.5 together.
Vice Chair Smith seconded the motion.
Commissioner Springer voted in favor.
Commissioner George voted in favor.
Chairman Burton voted in favor.
Vice Chair Smith voted in favor.
Commissioner Groves voted opposed.

10.4	Approval of purchase order and authority to execute a contract with Timeless Properties Construction for Hampstead Kiwanis Park phase 4 in the amount of $1,669,152.00	Dario Ramirez-Duenas	177-178

Dario Ramirez-Duenas and Zach White, Project Manager and Parks and Recreation Director respectively, presented the item. The item is budgeted. This item will need to be approved to complete Phase 4 in time with the grant requirements. Meg Blue, Finance Director, addressed questions regarding bidding and the benefits of splitting up contracts for various parts of the project.

Commissioner George made a motion to approve.
Commissioner Springer seconded the motion.
Commissioner Springer voted in favor.
Commissioner George voted in favor.
Chairman Burton voted in favor.
Vice Chair Smith voted in favor.
Commissioner Groves voted in favor.

10.5	Approval of Purchase order with Musco Sports Lighting in the amount of $529,109.00 for sport field lighting at	Dario Ramirez-Duenas	179-181

Hampstead Kiwanis Park.

Commissioner Springer made a motion to approve item 10.3 and 10.5 together.
Vice Chair Smith seconded the motion.
Commissioner Springer voted in favor.
Commissioner George voted in favor.
Chairman Burton voted in favor.
Vice Chair Smith voted in favor.
Commissioner Groves voted opposed.

10.6	Approval of Budget Ordinance Amendment and Purchase Order with Musco Sport Lighting in the amount of $368,107.00 for Sport Court Lighting	Dario Ramirez-Duenas	182-185

This item was tabled.

10.7	Amendment to the CY 2025 Board of County Commissioners Regular Meeting Schedule	Lexi Stanfield	186-187

Lexi Stanfield, Clerk to the Board, presented the item. Stanfield proposed moving the May 19, July 14, and September 15, 2025, Board of Commissioners meetings to the Hampstead Annex. Stanfield reported that of the twenty-six (26) 7PM Public Hearings, fourteen (14) of the items presented last year were with regard to zoning matters in district 1 and 2. Stanfield reviewed the benefits of changing the locations, such as accessibility for the eastern side of the county, additional space, etc. Stanfield answered questions from the Board.

Commissioner George made a motion to approve.
Commissioner Groves seconded the motion.
Commissioner George voted in favor.
Commissioner Groves voted in favor.
Commissioner Springer voted in favor.
Chairman Burton voted in favor.
Vice Chair Smith voted opposed.

11. DISCUSSION

12. APPOINTMENTS

12.1	Appointment of an Extraterritorial Jurisdiction Member to the St. Helena Board of Adjustment	Lexi Stanfield	188-190

Lexi Stanfield presented the item to the Board. St. Helena requested the Board approve an extraterritorial jurisdiction member to their Board of Adjustment. The Board members reviewed the applicant.

Vice Chair Smith made a motion to approve the appointment.
Commissioner Springer seconded the motion.
Commissioner George voted in favor.
Commissioner Groves voted in favor.
Commissioner Springer voted in favor.
Chairman Burton voted in favor.
Vice Chair Smith voted in favor.

12.2 Reappointment of At-Large members to the Planning Board — Lexi Stanfield — 191-201

Lexi Stanfield, Clerk to the Board, presented the item. Margaret Mosca and Ron Satterfield applied for reappointment as At-Large members to the Pender County Planning Board. Stanfield reviewed the applicants' qualifications with the Board. The Board voted to reappoint Margaret Mosca and Ron Satterfield. Their term will begin on February 1, 2025, and expire on January 31, 2028.

Vice Chair Smith made a motion to approve the appointment.
Commissioner Springer seconded the motion.
Commissioner George voted in favor.
Commissioner Groves voted in favor.
Commissioner Springer voted in favor.
Chairman Burton voted in favor.
Vice Chair Smith voted in favor.

12.3 Reappointment to the Board of Adjustment — Lexi Stanfield — 202-207

Item was tabled.

12.4 Reappointment to the Library Advisory Board — Lexi Stanfield — 208-213

Lexi Stanfield, Clerk to the Board, presented the item. Rochelle Whiteside applied for reappointment as the District 5 representative on the Pender County Library Advisory Board. Stanfield reviewed the applicant's qualifications with the Board. The Board voted to reappoint Rochelle Whiteside. Her term will begin on February 1, 2025, and expire on January 31, 2028.

Vice Chair Smith made a motion to approve the appointment.
Commissioner Springer seconded the motion.
Commissioner George voted in favor.
Commissioner Groves voted in favor.
Commissioner Springer voted in favor.
Chairman Burton voted in favor.
Vice Chair Smith voted in favor.

13. MAPLE HILL WATER AND SEWER DISTRICT

14. ROCKY POINT WATER AND SEWER DISTRICT

15. SCOTTS HILL WATER AND SEWER DISTRICT

16. MOORE'S CREEK WATER AND SEWER DISTRICT

17. CENTRAL PENDER WATER AND SEWER DISTRICT

18. PENDER COUNTY BOARD OF HEALTH

19. SOCIAL SERVICES BOARD

20. ITEMS FROM COUNTY ATTORNEY, COUNTY MANAGER, ASSISTANT COUNTY MANAGER, & COUNTY COMMISSIONERS

Trey Thurman, County Attorney, reported the Court of Appeals sided with Pender County on the Coastal Pines Solar Farm case and requested the Board go into closed session for Item Three (3) Attorney Client Privilege and Item Five (5) Acquisition of Real Property, and Item Six (6) Personnel.

Commissioner Groves announced his excitement to be working with the new Board members and advocated for water hook-ups for residents not on County water.

Commissioner Springer spoke about tax payment issues within the country.

Chairman Burton spoke about Union Rescue.

21. CLOSED SESSION (IF APPLICABLE)

The Board went into closed session for Item Three (3) Attorney Client Privilege and Item Five (5) Acquisition of Real Property, and Item Six (6) Personnel.

22. ADJOURNMENT