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Time Posted: \_\_\_\_\_  
Posted By: Pat Parris  
Witnessed By: \_\_\_\_\_

**MINUTES OF A  
WORK SESSION  
OF THE JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
MARCH 26, 2012**

The Jackson County Board of Commissioners met in a Work Session on March 26, 2012, 9:00 pm, Justice & Administration Bldg, Room A227, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Jack Debnam, Chairman  
Doug Cody, Vice Chair  
Charles Elders, Commissioner  
Mark Jones, Commissioner  
Joe Cowan, Commissioner

Chuck Wooten, County Manager  
J. K. Coward, Jr., Co. Attorney  
Pat Parris, Clerk to Board

Chairman Debnam called the work session to order.

**(1) PERMITTING & CODE ENFORCEMENT:** Mr. Wooten stated that he has been working with Tony Elders to develop an organizational structure to combine the Land Development Code Enforcement and Building Inspections into a single organizational structure. With Board approval, he will move forward with the creation of a Permitting and Code Enforcement Department and advertise internally for the director and assistant director positions. The department will be located on the first floor of the Justice Center in the space currently occupied by Building Inspections and the adjoining space last occupied by economic development. The proposed structure does not eliminate any positions; however, as positions become vacant they will be evaluated against current and future projected workloads before they are filled. Proposed job descriptions and organizational structure to be used in the consolidation of the departments were submitted. Some salary modifications to reflect the assumption of additional duties or to properly classify positions may be requested in the FY2012-13 budget. Effective July 1, 2012 there will be a one stop operation for permitting.

Tony Elders stated that the County is beginning the process of researching various options that will meet the goal of centralizing and streamlining the development permitting process. The system will link the various departments that issue permits and perform inspections and could also allow for the development of various other services. The system will be flexible and expandable to allow for integration with additional departments and increase public access to county information.

(2) **METROSTAT ASSETS**: Mr. Wooten stated that he has been notified by ERC Broadband that they entered into an indefeasible Right of Use Agreement (IRU) with Metrostat in 2006 for the use of 12 strands of fiber. The IRU is applicable to the fiber optics cable running from the hospital to Webster. This will introduce another level of complication in the study on how best to market the assets the county acquired from Metrostat. Mr. Coward is reviewing the agreement and has scheduled a meeting with IRU representatives.

(3) **WRGC - 540 BROADCASTING, INC.**: Mr. Coward stated the Carolina Radiocasting Co. and 540 Broadcasting, Inc. closing is scheduled next Friday provided no objections are raised by the FCC. He assured the Board the collateral which consist of a combination of real property and equipment in addition to a security interest in the lease and accounts receivable places the county in a positive position for the \$289,000 loan.

(4) **SCC FACILITY IN CASHIERS**: Mr. Wooten stated that Southwestern Community College has indicated it no longer needs the entire facility. SCC proposed locating their offices in the lower level and returning the main floor to the County. He proposed relocating the senior programs to the main floor of the facility. The space would offer an opportunity expand those programs and could also be utilized by other departments such as the Health Dept. The estimated cost for materials for modifications is \$6,900 and man hours at 350 hours per man for a 4-man crew.

Chairman Debnam recommended, after taking into consideration the cost of materials and travel time involved for maintenance staff, it would be in the County's best interest to bid the project to local contractors with the understanding that materials would be purchased locally.

(5) **HEALTH INSURANCE**: The proposed changes include:

(a) Medical Insurance rates will be increased 10%.

(b) The costs for mail order drugs will increase to \$8.00 for generic drugs, \$90.00 for brand name and \$120.00 for brand name (if generic available). A \$100 co-pay for specialty drugs (new to plan).

(c) Dialysis will be removed from the medical plan and the County will use DCC, Inc. to cover this service; however, the employee will not see any changes in coverage.

(d) Co--insurance share on out-of-network services will be increased from 30% to 40%.

(e) Maximum out-of-pocket limits will be increased from \$3,000 for individual and \$6,000 for family.

(f) Effective January 1, 2013, tobacco users that are now grandfathered will no longer be grandfathered.

(g) Medical and dental rates will be increased for dependents.

(h) Transplant coverage will require a one year waiting period.

(6) **SALARIES**: The cost, including benefits, for a one step advancement of 2% is \$338,049.99. Other options will be provided before this issue can be considered.

**(7) TAX ASSESSMENT PROJECTIONS:**

(a) Property: The net valuation of taxable real property is \$10,991,098,412 and the projected net value added is \$45,139,370 for a total of \$11,036,237,782.

(b) Motor Vehicles: The total for motor vehicles is \$286,383,136 and the net value added is \$14,404,464 for a total of \$300,787,600.

(c) Tax Rate: Remain at \$0.28

**(8) NON-PROFITS:** Non-profits will be required to submit a grant application and enter into a contract with the County setting up terms and conditions for receiving funds. The terms include providing criteria that will be used in monitoring the accomplishment of established goals and objectives, provide an annual status report of all program activities, and, if funding exceeds \$5,000, furnish an annual audit performed by an independent CPA.

**CLOSED SESSION:**

**Motion:** *Chairman Debnam moved that the Board go into closed session pursuant to G. S. 143-318.11(a)(5) Real Property. Commissioner Cody seconded the Motion. Motion carried.*

Chairman Debnam called the regular meeting back to order and stated no action was taken in closed session other than approval of closed session minutes.

There being no further business, Commissioner Elders moved to adjourn the work session. Commissioner Cody seconded the Motion. Motion carried and the meeting adjourned at 11:00 a.m.

Attest:

Approved:

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Patsy C. Parris, Clerk to Board

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W. J. Debnam, Chairman