

Posted: June 4, 2003
Time Posted: _____
Posted By: Evelyn Baker
Witnessed By: _____

**MINUTES OF THE WORK SESSION
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
June 3, 2003**

The Jackson County Board of Commissioners met in a Work Session on Tuesday, June 3, 2003, at 6:00 p.m. in Room 203, Justice & Administration Building, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Stacy Buchanan, Chairman
Roberta Crawford, Vice Chairman
Joe Cowan, Commissioner
Eddie Madden, Commissioner
Brian McMahan, Commissioner
Kenneth L. Westmoreland, County Manager
Evelyn B. Baker, Clerk to the Board
Absent: Commissioner Joe Cowan

Chairman Buchanan called the meeting to order.

AGENDA: Commissioner Madden moved to amend the Agenda by adding Airport Authority. Commissioner Crawford moved to approve the amended Agenda. Commissioner McMahan seconded the Motion. Motion carried by unanimous vote.

MINUTES: Commissioner Madden moved to approve the Minutes of the Work Session (*Budget*) of May 20, 2003, Minutes of the Regular Meeting of May 20, 2003, Minutes of the Work Session (*Smart Growth*) of May 20, 2003, and Minutes of the Public Hearing (*Public Library*) of May 22, 2003, Commissioner Crawford seconded the Motion. Motion carried by unanimous vote.

(1) PUBLIC LIBRARY: Chairman Buchanan stated that due to Commissioner Cowan's absence and specific request, no vote will be taken on the library issue. He recommended that \$50,000 be placed in contingency for a study, consulting, engineering, and architectural services. If the SCC joint venture study is not approved, then the funds will be transferred to the fund balance. Mr. Westmoreland stated that the funds are presently in a capital reserve account and a transfer to contingency and would allow for a more general use rather than a specific capital project. Commissioner McMahan moved to conditionally appropriate \$50,000 to the contingency fund. Commissioner Crawford seconded the Motion. Motion carried by unanimous vote.

Chairman Buchanan reported that after the May 22nd Public Hearing and subsequent meetings with various individuals and groups, he prepared the following proposal for a "Jackson County Tri-Library Service Area(s)" to take effect in 2006-2007:

2006/2007		
Jackson County Public Library @Sylva		
<u>New 9-member Advisory Board:</u>		
Jackson County	3 appointments	
Town of Sylva	2 appointments	
Cashiers Community	2 appointments	
SCC	2 appointments	
<u>Building owned by Jackson County (current location)</u>		
<u>Estimated Annual Expenses:</u> \$180,000		
Jackson County	\$125,000	
Town of Sylva & Friends of Library(FOL)	\$ 55,000	
Fontana Regional	provide continued support	
Town of Sylva & FOL would provide all capital and match operating expenses		
Jackson County Public Library @SCC		
<u>New 9-member Advisory Board:</u>		
Jackson County	3 appointments	
Town of Sylva	2 appointments	
Cashiers Community	2 appointments	
SCC	2 appointments	
<u>Proposed new joint use facility 2005</u>		
<u>Estimated Annual Expenses:</u> \$500,000		
Jackson County	\$250,000	
SCC	\$250,000	
Fontana Regional	provide continued support	
SCC/State would match all capital & operation expenses		
Jackson County Public Library @ Albert-Carlton – Cashiers		
<u>New 9-member Advisory Board:</u>		
Jackson County	3 appointments	
Town of Sylva	2 appointments	
Cashiers Community	2 appointments	
SCC	2 appointments	
<u>Building owned by Jackson County (proposed new expansion in 2005)</u>		
<u>Estimated Annual Expenses:</u> \$180,000		
Jackson County	\$125,000	
Cashiers Community (FOL)	\$ 55,000	
Fontana Regional	provide continued support	
<u>Cashiers would match all capital & operating expenses.</u>		
<u>PROPOSED FINANCIAL COMMITMENT ESTIMATES</u>		
(Tri-Service Areas)		
2003/2004	Library expense budget	\$ 347,541
	Library Debt Service Budget	-0-
	TOTAL	\$347,541
2006/2007	Library estimated expense budget	\$500,000
	Library debt service budget:	
	Cashiers (\$800,000) 3.5%/12 yrs	\$ 82,000
	SCC (\$400,000) 35%/12 yrs.	\$ 46,000
	TOTAL	\$628,000

Chairman Buchanan requested that the Commissioners submit alternative plans and proposals.

Chairman Buchanan's proposal projected future long-term debt obligations that included:

Health Dept.	\$1,500,000	2005-2006
Aging/Senior Center	\$1,500,000	2006-2007
SCC Bond Match	\$3,800,000	2007-2008
SMHS/Fairview K Phase 3	\$5,500,000	2008-2009
Recreation Ctr Addition	\$1,000,000	2009-2010

The proposal included a timeline from June 3, 2003 through July 2005. If the proposal is adopted, all task forces would include five community members.

(2) REGISTER OF DEEDS: Joe Hamilton requested that an appropriation for an additional staff position commence on July 1, 2003. The Commissioners recommended, together with the bar association, that the vacant staff position be budgeted for July 1, 2003 with the stipulation that it be filled by an experienced paralegal whose first assignment would be making corrections and auditing the index books and documents recorded for the past four years. Mr. Hamilton agreed to the terms.

(3) HEALTH DEPARTMENT: Joyce Lovin, Chairman of the Board of Health submitted a letter requested that Randall Turpin's salary be increased. The adjustment is not to be considered as a merit raise, but a negotiation of existing salary to assure continuation of his services as the local health director. The Health Department ranks in the top 10% of all local health departments in the scope of services provided. Mr. Turpin has 31 years of service and is eligible for retirement; however Mr. Turpin has agreed to commit at least another two years of additional time because of the Health Board's vote of confidence, not just for a salary increase. He stated he would like to remain until the Health Department is retrofitted after the Social Services Department moves to its new building. Mr. Turpin will provide the board with comparable salaries from other counties. This request will be taken into consideration.

(4) SHERIFF'S OFFICE: Sheriff Ashe stated that his office must be adequately staffed to provide a responsive, professional and efficient law enforcement agency. Because the Domestic Violence Grant was not received for this fiscal year, he stated that it was imperative that funding for two Domestic Violence Officer positions as well as an administrative assistant be approved. The person he is contemplating hiring for the administrative assistant position would be a lateral transfer and the salary is above the beginning step/grade. The cost for these three positions would be approximately \$70,000. The Sheriff's proposed budget will be reviewed to ascertain how to come up with \$70,000. Discussion was had concerning how to be fair in wage increases for the entire staff.

(5) AIRPORT AUTHORITY: Commissioner Madden, on behalf of the Airport Authority Board, requested that the \$16,428 contingency funds be transferred to the operating account for maintenance, etc. After a master plan is developed, the authority will be eligible for federal and state funds. Plans are underway to extend the runway and eventually the authority will become self-supporting.

Commissioner Crawford moved that the meeting be adjourned. Commissioner McMahan seconded the Motion. Motion carried by unanimous vote and the meeting adjourned at 8:15 p.m.

Attested By:

Approved:

Evelyn B. Baker
Clerk to the Board

Stacy Buchanan, Chairman