

Posted: October 29, 2003
Time Posted: _____
Posted By: Evelyn Baker
Witnessed By: _____

**MINUTES OF A SPECIAL MEETING
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
October 28, 2003**

The Jackson County Board of Commissioners held a Special Meeting on Tuesday, October 27, 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
 Brian McMahan, Commissioner
 Eddie Madden, Commissioner
 Kenneth L. Westmoreland, County Manager
 Evelyn B. Baker, Clerk to the Board

Chairman Buchanan called the special meeting to order and stated the purpose was to discuss the Social Services Department Project Ordinance, Loan Agreement for Sheriff vehicles, and any other matter that may need the Board's attention.

AGENDA: Commissioner Crawford moved to approve the Agenda. Commissioner Cowan seconded the Motion. Motion carried by unanimous vote.

(1) DSS PROJECT ORDINANCE: The project authorized is for construction of a Social Services Facility on Webster Road. The following amounts are appropriated:

Construction	\$2,974,100	<u>Revenues:</u>	
Architect Fees	\$ 246,092	General Fund	\$ 495,596
Contingency	\$ 75,463	Loan Proceeds	<u>\$2,800,059</u>
	\$3,295,655		\$3,295,655

The construction bid includes the cost of relocating/widening SR1495; however, Mr. Westmoreland has had some informal discussions with N.C. Transportation Board Member Conrad Burrell and DOT officials and when a Master Plan is in place for the Webster site, DOT will assume the cost for the road (approximately \$60,000). Western Builders was the low bidder:

Single Prime	\$ 2,915,600
Alternates:	
Porous Concrete	\$ 152,200
Canopy	\$ 58,500
HVAC	<u>no change</u>
	\$ 210,700
TOTAL	\$ 3,126,300

Since there will be a single prime contractor, the architect did not recommend hiring a project manager. The architect fees includes an additional 1/2% (\$14,800) for weekly inspections. Donza Mattison, Architect, will personally make at least two inspections. The bid also includes \$15,000 for interior design work, but does not include costs for furniture, office equipment, window treatment, construction testing or A/E fees. The bid also includes \$30,000 for landscaping which will be an allowance since the Grounds Department should be able to do the landscaping. The bid includes a \$25,000 lumpsum allowance for computer wiring. The architect did not recommend adding a penalty clause to the contract since it is a single prime contractor project. The projected construction time is one year from November 15, 2003.

Mr. Westmoreland recommended that the bid be awarded to Western Builders with alternates of Canopy \$58,500, HVAC “no change”, but rejecting the bid for “porous concrete \$152,200”. Commissioner Crawford moved to adopt the DSS Project Ordinance and award the bid, \$2,974,100, to Western Builders. Commissioner Madden seconded the Motion. Motion carried by unanimous vote.

(2) SHERIFF VEHICLES LOAN AGREEMENT: The replacement of Sheriff vehicles is customary, routine and on a normal rotation schedule. The loan agreement is for the following vehicles:

6	2004 Ford Crown Victoria Police Sedans	\$122,550
1	2004 Ford Econoline Van	<u>\$ 17,257</u>
		\$140,107

The loan will be paid in 12 equal quarterly installments of \$12,481.43. The County auctions old vehicles. Commissioner Cowan moved to approve the Loan Agreement in the amount of \$140,107 for Sheriff Vehicles. Commissioner Crawford seconded the Motion. Motion carried by unanimous vote.

(3) FREEMAN PROPERTY: A 1.95 acre tract is available for the sum of \$450,000 that is necessary for expansion of the Cashiers Library and possibly SCC. The closing date is November 21, 2003. Commissioner Madden moved to approve the purchase of the Freeman property for the sum of \$450,000. Commissioner McMahan seconded the Motion. Motion carried by unanimous vote.

Chairman Buchanan moved that the Board go into Closed Session pursuant to G.S. 143-318.11(a)(5) Real Property. Commissioner Cowan seconded the Motion. Motion carried by unanimous vote.

Chairman Buchanan called the Open Session back to order and reported no action or votes were taken in Closed Session.

There being no further comments, Commissioner Madden moved that the Special Meeting be adjourned. Commissioner Crawford seconded the Motion. Motion carried by unanimous vote and public hearing adjourned at 6:40 p.m.

Attested By:

Approved:

Evelyn B. Baker, Clerk

Stacy Buchanan, Chairman