

Posted: _____
Time Posted: _____
Posted By: Evelyn Baker
Witness: _____

**MINUTES OF THE REGULAR MEETING
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
AUGUST 15, 2005**

The Jackson County Board of Commissioners met in Regular Session on August 15, 2005, at 6:00 p.m., 401 Grindstaff Cove Road, Room A201, Sylva, North Carolina.

Present: Brian T. McMahan, Chairman
 Roberta Crawford, Vice Chair
 Joe Cowan, Commissioner
 Conrad Burrell, Commissioner
 Eddie Madden, Commissioner
 Kenneth L. Westmoreland, County Manager
 Evelyn B. Baker, Clerk to the Board
Absent: W. Paul Holt, Jr. County Attorney

Chairman McMahan called the meeting to order.

AGENDA: Chairman McMahan amended the Agenda by adding a Resolution Authorizing the Filing of an Application for Crisis Housing Assistance Funds. Commissioner Crawford moved to approve the amended Agenda. Commissioner Burrell seconded the Motion. Motion carried.

MINUTES: Commissioner Madden moved to approve the Minutes of the Regular Meeting of August 1, 2005. Commissioner Crawford seconded the Motion. Motion carried.

INFORMAL COMMENTS BY THE PUBLIC: None.

(1) FINANCE & TAX COLLECTOR REPORTS FOR JULY 2005: The written report included the following highlights:

General Fund Revenues Collected to Date	\$ 200,391.39
General Fund Expenditures to Date	\$ 3,274,315.10
Ad Valorem Tax Collected	\$ 2,965.12
Motor Vehicle Tax Collected	\$ 43,490.29
Sales & Use Tax for April 2005	\$ 603,454.23
Landfill Disposal Fees Collected	\$ 60.00
Contingency Balance	\$ 179,729.00

(2) BUDGET AMENDMENT:

General Fund (SHIPP/Senior Care Grants)	\$ 29,000.00
---	--------------

(3) 2004 TAX SETTLEMENT: Beverly Buchanan, Tax Collector, submitted Ad Valorem, Landfill, Motor Vehicle, Rental Motor Vehicle, and Delinquent Tax Settlements for 2004.

(4) SCATTERED SITE HOUSING PROGRAM QUARTERLY REPORT:

Joan Stillwell, Community Development Director, submitted a written report stating the following:

C-1 Grant (\$400,000):

- (a) Three Rehabilitation Projects were completed & approved by DCA
Three Relocation Projects were completed & approved by DCA
- (b) Work in Progress: relocation project - modular home is scheduled to arrive the week of August 22, 2005. Searching for future home for rehabilitation.
- (c) There were no problems or delays during the second quarter.
- (d) Expenditures:

	<u>First Quarter 2005</u>	<u>Second Quarter 2005</u>
Administration	\$ 1,105.38	\$ 5,816.42
Project Funds	\$103,483.29	(\$ 151.91) refund

L-1 Grant (\$200,000):

- (e) Two projects completed & approved by DCA
One new project, Beta Road, new construction began 3/15/05; certificate of occupancy issued on 7/26/05; Completed & approved by DCA
- (f) There were no problems or delays during the second quarter.
- (g) Expenditures:

	<u>First Quarter 2005</u>	<u>Second Quarter 2005</u>
Administration	\$ 955.50	\$ 1,453.03
Project Funds	\$ 37,403.28	\$ 53,939.32

Commissioner Cowan moved to approve the Finance and Tax Collector's Reports for July 2005, Budget Amendments, 2004 Tax Settlement, and Scattered Site Housing Program Quarterly Report. Commissioner Burrell seconded the Motion. Motion carried by unanimous vote.

(5) CHAIRMAN'S REPORT: Chairman McMahan reported:

- (a) On August 5th he attended the Region A Quarterly Executive Committee meeting in Dillsboro;
- (b) On August 6th he presented, on behalf of the Board, a Proclamation to Mariah Hodgins honoring her 100th birthday;
- (c) Sylva Partners in Renewal has changed its name to "Downtown Sylva Association" (DSA);
- (d) The Region A Annual Meeting and 40th Anniversary is scheduled on August 22nd.
- (e) The August 29th Work Session concerning the Health Dept. Needs Assessment has been postponed because the architect is unavailable on that date. It will be rescheduled in September.
- (f) A Special Meeting has been scheduled with the Library Committee on August 29th at 6:00 p.m.

(6) COMMISSIONERS REPORT: None.

(7) COUNTY MANAGER'S REPORT: Mr. Westmoreland reported that he had a preconstruction meeting with the contractor, WNC Paving, concerning the Canada Park project. The contractor advised that work should commence this week and anticipates completion within 60 days, weather permitting. He also met with the engineer concerning the Cashiers Transfer Station Project. Bids will be re-advertised this week.

(8) **LAKE GLENVILLE BOAT DOCKS:** Carry over due to Mr. Holt's absence.

(9) **CASHIERS RECREATION CENTER CONCEPT:** Dan Duckham, architect, presented revised site and floor plans. He reported that after the last Board meeting he met with the Village Conservancy planner. After considering some new suggestions and requests, he designed a new conceptual site plan. The building will now be located approximately 40 ft. from the trout pond. He stated that the advantages of the new plan include a larger green area; parking will be off the main road, and designing the building to make it more ascetically pleasing. The parking area will be landscaped. He further stated that the recommended changes should not cause an increase in the cost of the project.

Commissioner Burrell reported that he had met with DOT officials, visited the site, and was informed that DOT will accept a divided road system if it is built to DOT standards. DOT recommends curbs and guttering. Chairman McMahan stated that the road should be functional and acceptable to DOT. A new route from the recreation center to Hwy. 64 has not yet been determined, but it should be designed so it will not interfere with future expansion of the fire station.

Mr. Duckham presented revised floor plans which are basically the same as he presented at the last meeting except the main storage room has been moved; plans are for many windows to take advantage of the views, but will not interfere with use of the gym. There will be limited space for future expansion. He stated he has met with a structural engineer who recommends a sprinkler system for all areas exclusive of the gym. He estimated that the project should be ready to advertise for bids in early 2006.

Commissioner Madden moved to approve the floor plan as presented. Commissioner Burrell seconded the Motion. Motion carried by unanimous vote.

(10) **TRANSIT VANS TRANSFER:** Mr. Westmoreland reported that Chuck Norris, Transit Director, has submitted paperwork concerning the vehicle transfer to DOT for final approval. Commissioner Cowan moved to approve the transfer of two surplus Transit Dept. vans to the County. Commissioner Crawford seconded the Motion. Motion carried by unanimous vote.

(11) **LANDSCAPE CONTRACT FOR CASHIERS LIBRARY/SCC PROJECT:** Philip Ward Landscape Architect, P.A. submitted a contract for landscaping at the Cashiers Library and SCC Building for a fee of \$4,850.00. Commissioner Burrell moved to approve the Contract. Commissioner Madden seconded the Motion. Motion carried by unanimous vote.

(12) **BENEFICIAL GAS PROJECT – PROJECT COORDINATOR FOR NATIVE BOTANICALS:** Mr. Westmoreland requested that this issue be carried over.

(13) **EMERGENCY WATERSHED IMPROVEMENTS BIDS (Debris Removal):** David Bates stated that Damage Survey Reports (DSR) were filed on approximately 30 sites which suffered damage from the two hurricanes last year. All of the sites are on protected trout waters and there is a window of opportunity to do some work prior to October 15th. The DSR's were divided into different groups: Group 1 is for one site on

Greens Creek and two on Savannah Creek; Group 2 is for the East LaPorte Park, Moses Creek, Knob Creek, and the Tuckasegee; Group 3 is mostly for sites on Caney Fork; Group 4 was dropped by DSR because the property owners did not agree to access; Group 5 is specifically for removal of wooden debris from the creeks. Mr. Bates recommended that the bids be awarded to the low bidder who met all of the bid specifications in each Group as follows:

- (a) **Group 1:** Taylor & Murphy \$ 72,034.05
- (b) **Group 2:** Taylor & Murphy \$338,591.51
- (c) **Group 3:** Taylor & Murphy \$180,136.28
- (d) **Group 5:** Russell Enterprises \$ 64,411.85

Commissioner Crawford moved to award the bids as recommended. Commissioner Burrell seconded the Motion. Motion carried by unanimous vote.

(14) SOLID WASTE DEPT. WHEELER LOADER BIDS: Mr. Westmoreland explained that this is a backup wheel loader for the Transfer Station. The county has been operating for the past 3 years without a backup and whenever a mechanical problem or issue arose involving the equipment, the Transfer Station had to shut down temporarily. Three bids were received and he recommended that the bid be awarded to the low bidder, Construction Equipment of Arden, who met all of the bid specifications, in the amount of \$97,800.00. This is a projected 3-year lease purchase and funding is in place that meets budget requirements. Commissioner Madden moved to award the bid to Construction Equipment in the amount of \$97,800.00. Commissioner Cowan seconded the Motion. Motion carried by unanimous vote.

(15) RESOLUTION (R05-23) – 911 ROAD NAMES: Commissioner Crawford moved to adopt the Resolution. Commissioner Madden seconded the Motion. Motion carried by unanimous vote.

(16) RESOLUTION (R05-25) – HAZARD MITIGATION PLAN: Commissioner Burrell moved to adopt the Resolution. Commissioner Cowan seconded the Motion. Motion carried by unanimous vote.

(18) RESOLUTION (R05-24) – CRISIS HOUSING ASSISTANCE FUNDS: David Bates stated that he has identified 25 structures that are eligible for replacement and/or repair. The North Carolina Redevelopment Center will fund this project in the amount of approximately \$1.4 million. This project will involve a replacement housing unit if it was damaged beyond code up to about \$75,000 and up to about \$35,000 for repair to a house. There may be some additions or deletions from the 25-house list and the proposed budgeted amounts may also change. Mr. Westmoreland stated that whatever funds are received and whatever specific houses are identified, he plans to turn those over to the Community Development Office, Joan Stillwell, for handling because the regular community development program is almost complete and there will be a two or three month period within which she can address this activity. Commissioner Crawford moved to adopt the Resolution. Commissioner Madden seconded the Motion. Motion carried by unanimous vote.

(19) APPOINTMENT TO PLANNING BOARD: Chairman McMahan recommended that Christa Brooks be appointed to fill the unexpired term of Gary Buchanan. Commissioner Burrell moved to approve the recommendation. Commissioner Madden seconded the Motion. Motion carried by unanimous vote.

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

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

There being no further business, Commissioner Burrell moved that the meeting be adjourned. Commissioner Madden seconded the Motion. Motion carried and the meeting adjourned at 7:30 p.m.

Attested By:

Approved:

Evelyn B. Baker
Clerk to the Board

Brian Thomas McMahan, Chairman

