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Time Posted: \_\_\_\_\_  
Posted By: Evelyn Baker  
Witnessed By: \_\_\_\_\_

**MINUTES OF A  
BUDGET WORK SESSION  
OF THE  
JACKSON COUNTY  
BOARD OF COMMISSIONERS  
JUNE 3, 2008**

The Jackson County Board of Commissioners met in a Budget Work Session on June 3, 2008, 6:00 pm, Room A227, Justice & Administration Building, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Brian T. McMahan, Chairman	Kenneth L. Westmoreland, Co. Mgr.
Joe Cowan, Vice Chair	Darlene Fox, Finance Director
Tom Massie, Commissioner	Evelyn B. Baker, Clerk to Board
Mark Jones, Commissioner	
William Shelton, Commissioner	

Chairman McMahan called the budget work session to order.

(1) **SHERIFF'S DEPT.**: Sheriff Ashe stated that funding for Controlled Substance, Drug & Narcotic line item was inadvertently omitted. He stated that one of his deputies has a law degree and requested that the individual be promoted to staff attorney. A staff attorney's duties includes assisting the civil process division with civil actions such as evictions, foreclosures, assist and advise with crime scene investigations, review search warrants, provide required training on legal updates, provide guidance with internal affairs, assist with grant proposals, review with staff concerning child custody cases, serve as adviser for the Criminal Investigations Division, etc.

Controlled Substance, Drug & Narcotic line item .....	\$ 7,500
Promote a Deputy to Staff Attorney (new position \$65,000)....	38,500
Replacement for Deputy.....	<u>32,243</u>
	\$ 46,324

(2) **FUEL SURCHARGE**: Commissioner Massie recommended that the surcharge be reduced from \$50 to \$25.

(3) **VEHICLES**: Commissioner Massie stated there are 119 vehicles in the county fleet, excluding the Sheriff's Department. The vehicle policy should be revised to state that county employees are not permitted to drive county vehicles to and from home with very few exceptions (10 or less). County vehicles should be parked at county offices at night and on weekends which would reduce fuel costs and make up the difference in the reduction in the fuel surcharge with the exception of emergency services and recreation department activities. Log sheets should be completed for each and every trip. The cost for fuel to date is \$330,000.

(4) **CELL PHONES**: The County provides cell phones to 92 employees at a cost of \$39.99/month per phone. Phone usage should be randomly audited to ascertain they are being used for business purposes only. Log sheets should be completed for all calls.

(5) **911 FEES**: Commissioner Massie objected transferring 911 fees to the general fund and recommended that the funds be placed in capital reserve.

(6) Commissioner Massie recommended the following budget reductions:

(a) **Tuckaseegee Water & Sewer**: Reduce proposed appropriation for future county water and sewer service projects to \$750,000. A work session will be scheduled with TWSA.

(4) **Emergency Management**: Delay for one year the purchase of a diesel truck and command post.

(5) **Building Inspections**: Purchasing only two vehicles, one for Sylva and one for Cashiers.

(6) **Planning Dept.**: Delay for one year hiring new employees or purchasing any vehicles.

(7) **Environmental Health**: No new employees this fiscal year.

(8) **Conservation, Preservation, Recreation**: Reduce the proposed appropriation \$350,000.

(9) **Green Energy Park**: Delay the bio-diesel project for one year.

(10) **Capital Reserve**: Reduce \$250,000.

(7) **SCHOOLS**: Commissioner Massie recommended adding \$50,151 to school operating expenses.

(8) Commissioner Jones requested consideration for additional funding for Blue Ridge School (softball field), Rescue Squads (salaries), and Cashiers Library to the budget:

(9) Mr. Westmoreland stated the following requests were made after the proposed budget was submitted:

(a) **Skateboard Park**: Funding not included in proposed budget.

(b) **Criminal Justice Partnership Program**: One director to serve both Jackson and Swain Counties. No county funding required.

(c) **NC Forest Service**: The Forest Service has requested funding for a summer intern to work on a wildlife protection plan. If a plan is in place, it would help in obtaining federal funds. The intern would be paid \$9.77/hr. based on a 40-hour week during the summer months.

(10) **PROPERTY TAX**: Commissioner Massie recommended that the millage rate be 28-cents per \$100 valuation. Chairman McMahan recommended that the rate be revenue neutral.

Chairman McMahan recessed the work session until June 12 at 4:00 p.m.

Attested By:

Approved:

\_\_\_\_\_  
Evelyn B. Baker, Clerk to the Board

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Brian Thomas McMahan, Chairman

