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Time Posted: _____
Posted By: Evelyn Baker
Witnessed By: _____

**MINUTES OF A
REGULAR MEETING
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
AUGUST 1, 2011**

The Jackson County Board of Commissioners met in a Regular Session on August 1, 2011, 2:00 pm, Justice & Administration Bldg., Room A201, 401 Grindstaff Cove Rd., Sylva, North Carolina.

Present: Jack Debnam, Chairman	Chuck Wooten, County Manager
Doug Cody, Vice Chair	J. K. Coward, County Attorney
Charles Elders, Commissioner	Evelyn Baker, Clerk to Board
Mark Jones, Commissioner	
Joe Cowan, Commissioner	

Chairman Debnam called the meeting to order.

AGENDA: Chairman Debnam amended the Agenda by adding Sheriff's Dept. Side Arms, Funding for Meth Lab Clean-Up, and Whittier Sanitary District Board Appointment. Commissioner Cowan moved to approve the amended Agenda. Commissioner Jones seconded the Motion. Motion carried.

MINUTES: Commissioner Elders moved to approve the Minutes of the Work Session, Public Hearing and Regular Meeting of July 18, 2011. Commissioner Jones seconded the Motion. Motion carried.

(1) **CHAIRMAN'S REPORT:** Chairman Debnam announced the August 15 meeting will be held at the Canada Community/Fire Dept. Bldg. at 6:00 p.m.

(2) **COUNTY MANAGER REPORT:**

(a) **Caney Fork Storm Damage:** Representatives from Omni Pinnacle LLC were on site on July 21 to assess the storm damage along Caney Fork Creek and will forward the estimate to the Natural Resources Conservation Commission. .

(b) **Fontana Regional Library:** Fontana Regional officials have scheduled a meeting on Saturday, August 20, with representatives from counties that comprise the Fontana Regional Library to discuss updating the regional agreement. A representative from the NC State Library will facilitate the meeting. The county attorney will be attending. Commissioners are invited to participate.

(c) **Jackson County Cemetery:** The county grounds supervisor has been requested to prepare a plan and estimate for bringing the cemetery back to a positive condition. That information will be submitted to the Cemetery Board.

(d) **Guardian Ad Litem Program:** The office is currently located in the DSS Bldg. and staff has requested additional space.

(e) **Webster Enterprises**: The Commissioners are invited to a luncheon and tour of the facility on August 22 and observe how they have invested the funds provided by the county's revolving loan program.

(f) **Tuckaseegee Mills Bldg.**: The cost to replace the two existing compressors for cooling the space occupied by Sunrise Tomatoes should not exceed \$15,000, but this is probably not the solution for solving the air conditioning system for the entire building.

(g) **HomTex**: HomTex has purchased the old Stonewall Building and will be moving its operation out of the Tuckaseegee Mills Bldg. by the end of the year. HomTex anticipates adding 50-75 jobs immediately and up to 125 additional jobs over the next six months.

(h) **Mark Watson Park**: The contractor is on site and work has begun.

(i) **Cashiers Rec Site Project**: The contractor has committed to completing all outstanding items by the end of August 2011.

(j) **Cashiers Rec Center**: The architect will release contractor pre-qualification ads within the next few days. The architect is also scheduling a meeting with the Office of State Construction to review for approval the life safety issues which is the last remaining item before bids can be advertised.

(k) **Library Complex**: The library is continuing to experience some problems with the HVAC and lighting systems. The architect and contractor are both involved with making the necessary adjustments to those systems. Hand rails will be installed and a fence built adjacent to the steps from Mark Watson Park to Savannah Dr. to provide overflow parking for the library. Further, the Town of Sylva has been requested to consider building a sidewalk on Keener Street and hand rails on the steps from Bicentennial Park to Keener Street which will also provide for overflow parking. The Friends of the Library have offered to contribute financially to those projects.

(l) **Community Meetings**: He has met with Dr. Don Tomas, new President of SCC, and talked by phone to Dr. Mike Murray, new School Superintendent.

(m) **Unemployment**: 9.1% for June 2011 (8.8% in May 2011; 9% in June 2010).

(3) CDBG \$500,000 GRANT: Gerald Green, Planning Director, stated Jackson County is the recipient of a \$500,000 CDBG grant for the current fiscal year to replace five substandard houses.

Cheryl Wilkins, Housing Director for Mountain Projects, stated Mountain Projects has been administering a like program for Haywood County for several years. A restoration/rehabilitation program allows assistance to more homeowners. The costs are \$38/sf up to a maximum of \$40,000 for rehabilitation.

Mr. Green stated he contacted the Dept. of Commerce, Community Investment & Assistance Division and was informed there is no problem implementing the change from a scattered site housing program to a house restoration/renovation program. He recommended a change to reflect one home replacement and seven restorations/renovations. Further, he recommended that Mountain Projects, Inc. be designated as the program administrator and the 10% administrative funds be allocated as follows: Mountain Projects, Inc. a maximum of 8% and Jackson County a minimum of 2% with the allocation dependent upon the division of duties.

Motion: *Commissioner Cody moved that the original grant proposal be modified to a restoration/renovation program and that Mountain Projects, Inc. be designated as the program administrator for a maximum administrative fee of 8%. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.*

(4) CULLOWHEE SIDEWALK REQUEST: Gerald Green, Planning Director, stated that DOT plans to replace the bridge over the Tuckasegee River on SR1002 in Cullowhee. DOT has agreed to construct the approximately 1,500 linear feet of sidewalk at a projected cost of \$45,000 provided two conditions are met: (a) the county pay 20% of the cost (\$9,000.00), and (b) a government entity agrees to maintain the sidewalk. WCU has verbally agreed to maintain the sidewalk; however, a written commitment has not been made. Funding would not be required until the next budget year. DOT has requested a letter of commitment so it can revise and finalize construction plans.

Motion: Commissioner Cowan moved to commit 20% (\$9,000) in the FY2012-13 capital project fund budget for sidewalk construction contingent upon a written commitment from WCU to maintain the sidewalk. Commissioner Jones seconded the Motion. Motion carried.

(5) NCACC VOTING DELEGATE: Chairman Debnam stated he would be attending the 104th Annual NCACC Conference on August 18-21 in Cabarrus County.

Motion: Commissioner Jones moved to appoint Chairman Debnam to serve as Jackson County's voting delegate at the 104th annual conference. Commissioner Elders seconded the motion. Motion carried by unanimous vote

(6) SHERIFF'S DEPT. SIDEARMS: It is traditional within law enforcement to present an officer's sidearm to them upon retirement. J. P. Gallardo is retiring August 1, 2011 and the Sheriff has requested the Board to declare Mr. Gallardo's sidearm surplus property and to present it to him in honor of his service to the county. N.C.G.S. 20-187.2 provides the framework and direction for this action including establishing a price. The Sheriff is requesting approval to use credits from court ordered weapons disposition to replace the sidearm. This action will not result in any additional cost to the county.

Mr. Wooten recommended that the Sheriff be authorized to present the sidearm to Mr. Gallardo upon his retirement. In addition, the Sheriff should be directed to provide the serial number and description of the weapon to the County Finance Director so it can be removed from the fixed asset inventory and to replace it with a new sidearm using accumulated credits for court ordered weapon disposition. The Sheriff recommended that the price for the sidearm be set at \$1.00 which he would pay.

Motion: Commissioner Cody moved to declare J. P. Gallardo's sidearm surplus and authorize the Sheriff to award it to Mr. Gallardo. The Sheriff is directed to pay a \$1.00 fee for the sidearm, provide the serial number and description of the sidearm to the Finance Director and use credits from court ordered weapon disposition to replace the sidearm. Commissioner Jones seconded the motion. Motion carried by unanimous vote.

(7) METH LAB CLEAN UP: Mr. Wooten stated that due to state budget cuts this fiscal year, counties must assume financial responsibility for meth lab clean ups. Major Shannon Queen stated that this past Friday the Sheriff's Office discovered a meth lab and estimated the clean up fee will be approximately \$1,500. Upon receipt of the bill, he will present it for payment. Mr. Wooten recommended using contingency funds. Commissioner Cody recommended sending a letter to the District Attorney requesting restitution and/or reimbursement from defendants for meth lab clean up fees.

(8) HAZARD MITIGATION PLAN RESOLUTION (R11-16): Todd Dillard, Emergency Mgmt. Director, stated that FEMA mandates that counties must update and adopt a Resolution every five years in order to receive federal hazard mitigation funds. He introduced Charles Moody of CEM Associates who assisted with updating the Plan. Mr. Moody stated the Plan includes all the municipalities and this year added WCU. FEMA has approved the proposed Plan pending adoption of a Resolution.

Motion: Commissioner Jones moved to adopt the resolution. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.

(9) WELCOME SIGNS RESOLUTION: Mr. Wooten reported that some of the "welcome" signs are in a state of disrepair. NCDOT regulations restrict the size, slogans, emblems and seals on signs erected along public highways. Commission Cody suggested that the historic courthouse be depicted in some manner on the signs in addition to or in lieu of the county seal. Carry over.

(10) ABANDONED MANUFACTURED HOMES RESOLUTION: The county attorney was requested to review the grant requirements and advise the Board. Carry over.

(11) COUNTY MANAGER POWERS AND DUTIES RESOLUTION: Carry over.

(12) PLANNING BOARD CHAIR AND VICE CHAIR:

Motion: Chairman Debnam moved to appoint Zac Koenig as Chair and Clark Lipkin as Vice Chair of the Planning Board. Commissioner Elders seconded the Motion. Motion carried.

(13) GREENWAYS ADVISORY COMMITTEE:

Motion: Commissioner Jones moved to appoint Jack Debnam to fill the unexpired term of Linda Dickert on the Greenways Advisory Committee. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.

(14) HISTORIC ADVISORY COMMISSION:

Motion: Commissioner Cowan moved to reappoint Amy Ammons-Garza and Jane Eastman to 3-year terms on the Historic Preservation Commission. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.

(15) SCC BOARD: The Macon County Board of Commissioners appointed Gary Shields to fill the unexpired term of Charles Leatherman as a Macon County representative on the SCC Board contingent upon approval by Jackson County.

Motion: *Commissioner Elders moved to approve the appointment of Gary Shields to fill the unexpired term of Charles Leatherman on the SCC Board of Trustees. Commissioner Cody seconded the Motion. Motion carried by unanimous vote.*

(16) WHITTIER SANITARY DISTRICT BOARD:

Motion: *Commissioner Elders moved to appoint Randy Nations to fill the unexpired term of John Boaze on the Whittier Sanitary District Board. Commissioner Cody seconded the Motion. Motion carried by unanimous vote.*

INFORMAL COMMENTS BY PUBLIC:

- (a) Marie Leatherwood of Sylva stated her dissatisfaction that the finances of the JDC have not been investigated.
- (b) Bob Stafford of Cashiers stated the Glenville CDC building needs a new roof. The estimated cost is \$12,000 and requested the county contribute \$6,000 to help offset the costs.

PRESS CONFERENCE

There being no further business, Commissioner Elders moved to adjourn the meeting. Commissioner Jones seconded the Motion. Motion carried and the meeting adjourned at 4:00 p.m.

Attest:

Approved:

Evelyn Baker, Clerk to Board

W. J. Debnam, Chairman