

**MINUTES OF A  
REGULAR MEETING  
OF THE JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
NOVEMBER 20, 2017**

The Jackson County Board of Commissioners met in a Regular Session on November 20, 2017, 6:00 p.m., Justice & Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Brian McMahan, Chairman  
Charles Elders, Vice Chair  
Boyce Deitz, Commissioner  
Mickey Luker, Commissioner  
Ron Mau, Commissioner

Don Adams, County Manager  
Heather C. Baker, County Attorney  
Angela M. Winchester, Clerk to Board

Chairman McMahan called the meeting to order.

(1) **AGENDA**: Commissioner Elders moved to approve the Agenda. Commissioner Mau seconded the Motion. Motion carried.

(2) **MINUTES**: Commissioner Elders moved to approve the minutes of a Regular Meeting of November 06, 2017. Commissioner Mau seconded the Motion. Motion carried.

(3) **CHAIRMAN'S REPORT**: None.

(4) **COMMISSIONER REPORTS**: None.

(5) **COUNTY MANAGER REPORT**: None.

(6) **INFORMAL COMMENTS BY THE PUBLIC**: None.

(7) **CONSENT AGENDA**:

(a) Darlene Fox, Finance Director, presented the Finance Report for October, 2017 and one Budget Ordinance Amendments for fiscal year ending June 30, 2018, for approval.

(b) Brandi Henson, Tax Collector presented, Tax Collector and Refund Reports for October, 2017, for approval.

***Motion***: Commissioner Luker moved to approve the Consent Agenda. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.

(8) **MILITARY POLICY APPRECIATION LUNCHEON**: David Plaster, Veterans Service Director, stated in his job he dealt with veterans on a daily basis. Sometimes they all forgot that they also had citizen soldiers. Community members, coworkers and family members take time out of their lives to go in a reserve capacity, in this case the National Guard of North Carolina and they deploy and help protect the nation the same as the active troops.

The 210<sup>th</sup> Military Police Company would be deployed in the near future for several months. Traditionally, they had funds set aside for briefings and going away dinners, which they did have the opportunity to have, but unfortunately, the location of the event was not conducive for the family members to attend as it was in Charlotte.

It was brought to the attention of the Western North Carolina Veterans Council that there was a shortfall in taking care of the soldiers and family members locally. It was requested that he come before the Board of Commissioners to request assistance with the cost of the meal to send the soldiers off and show the family members appreciation for their sacrifice.

They spoke with John Faulk with the Senior Center and he agreed to cater the event for a total cost of \$3,150. Western North Carolina Veterans Council agreed to pay for the entertainment, the venue and various other items. They requested assistance from the county in the amount of \$2,500 to help offset the cost of the meal for the soldiers and their families.

***Motion:*** *Commissioner Elders moved to authorize funds in the amount of \$2,500 to help offset the cost of the meal for a Military Policy Appreciation Luncheon. Commissioner Luker seconded the Motion. Motion carried by unanimous vote.*

Mr. Plaster stated over the past three years it had been his pleasure to serve as the Veterans Service Director. It had been his personal and professional privilege to take care of the veterans and serve in that capacity. However, it was time in his life to move on to something else and give back to his own family. He tendered his resignation to Mr. Adams and his last day on the job would be January 5, 2018. He was appreciative of everything the Board had given his office to support the veterans in the county.

Chairman McMahan stated that he had done a tremendous job and he really appreciated everything that Mr. Plaster had done, as he had seen first-hand the impact he had made.

Commissioner Luker stated he appreciated what he had brought to that office and the impact he had in that office over the past three years, his leadership was truly impressive. He thanked him for his service there and as a marine.

**(9) HOUSEKEEPING POSITION REQUEST:** Chad Parker, Public Works Director, stated this item came before the Board at the last Work Session. He requested a full-time position in the housekeeping department for the Skyland Services Center when it was completed.

***Motion:*** *Commissioner Elders moved to approve the request for an additional Housekeeping Position for the Skyland Services Center. Commissioner Mau seconded the Motion. Motion carried by unanimous vote.*

**(10) COOPERATIVE EXTENSION RAISE:** Mr. Adams stated that this item was a follow up from the Work Session. The state had given a raise to an Extension employee and approval was needed for the county to match: Kerri Rayburn: \$500 state / \$500 county.

***Motion:*** *Commissioner Luker moved to grant the match for the Extension employee, as presented. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

**(11) TUCKASEGEE VFW POST:** Chairman McMahan stated this was an item they had been discussing for some time after having a community meeting in Tuckasegee.

Mr. Adams stated the request was for \$39,440, which would be made to the Cullowhee Fire Department to administer the funds and work with the Tuckasegee VFW.

***Motion:*** *Commissioner Luker moved to grant the request for funding in the amount of \$39,440, from contingency. Commissioner Mau seconded the Motion. Motion carried by unanimous vote.*

**(12) AMERICAN LEGION:** Mr. Adams stated this request was to allow installation of a bench at Freedom Park across from the monuments and for county staff to install the bench. The bench would contain emblems for all of the armed forces, the American Legion and the VFW.

***Motion:*** *Commissioner Elders moved to grant the request to allow installation of the bench and for county staff to install the bench. Commissioner Mau seconded the Motion. Motion carried by unanimous vote.*

**(13) DECEMBER 4<sup>TH</sup> REGULAR MEETING:**

***Motion:*** *Commissioner Elders moved to cancel the December 4<sup>th</sup> Regular meeting and schedule a Regular meeting on December 11<sup>th</sup> at 6:00 p.m. and change the Regular meeting on December 18<sup>th</sup> to 3:00 p.m. Commissioner Luker seconded the Motion. Motion carried by unanimous vote.*

**(14) JANUARY MEETING SCHEDULE:** Due to the holiday schedule, there was a need to change meeting dates for January.

***Motion:*** *Chairman McMahan moved to change the January meeting schedule:*

*Regular Meeting - January 8<sup>th</sup> at 3:00 p.m.*

*Regular Meeting - January 29<sup>th</sup> at 6:00 p.m.*

*Work Session - January 16<sup>th</sup> at 1:00 p.m.*

*Public Hearing for Consolidation – January 29<sup>th</sup> at 5:00 p.m.*

*Commissioner Luker seconded the Motion. Motion carried by unanimous vote.*

**(15) OFFER TO PURCHASE - NATIONS:** Ms. Baker stated that the county had received an Offer to Purchase on a vacant lot (PIN #7610-38-2022) from James Nations in the amount of \$5,500. The property was obtained by the county through tax foreclosure. The offer would be subject to the upset bid process. The county had \$5,403.27 in the property. One of the adjoining property owners was US Forest Service.

***Motion:*** *Commissioner Luker moved to accept the offer and begin the upset bid process. Staff to notify all adjoining property owners, including US Forest Service. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

**(16) RESOLUTION SETTING SALARIES FOR SHERIFF AND REGISTER OF DEEDS (R17-20):** Ms. Baker stated that pursuant to G.S. 153A-92, the Board was authorized to set the starting salaries for the Sheriff and Register of Deeds positions. The 2018 filing fees for the offices of Sheriff and Register of Deeds would be based on current entry level salaries.

***Motion:*** *Commissioner Mau moved to adopt Resolution R17-20 to set the salaries for Sheriff and Register of Deeds. Commissioner Luker seconded the Motion. Motion carried by unanimous vote.*

**(17) HISTORIC PRESERVATION COMMISSION:** Chairman McMahan requested reappointment of Jane Eastman. Commissioner Mau requested to carry over his appointment.

***Motion:*** *Chairman McMahan moved to reappoint Jane Eastman to another three year term on the Historic Preservation Commission, term to expire December 31, 2020. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

(18) **PLANNING BOARD**: Commissioner Mau requested appointment of Tommy White as the At Large One appointment and requested to carry his appointment over. Commissioner Luker requested to carry his appointment over.

***Motion:** Commissioner Mau moved to appoint Tommy White as the At Large One appointment to a two year term on the Planning Board, term to expire December 31, 2019. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

(19) **SEDIMENT CONTROL APPEALS BOARD**: Carry over.

(20) **SOLID WASTE ADVISORY BOARD**: Chairman McMahan requested to carry his appointment over. Commissioner Elders requested reappointment of T.J. Walker.

***Motion:** Commissioner Elders moved to reappoint T.J. Walker to another four year term on the Solid Waste Advisory Board, term to expire December 31, 2021. Commissioner Mau seconded the Motion. Motion carried by unanimous vote.*

(21) **AGENDA**: Commissioner Elders moved to suspend the rules and amend the agenda to add one item: Resignation letter of David Plaster, Veterans Service Director. Commissioner Luker seconded the Motion. Motion carried.

(22) **RESIGNATION LETTER OF DAVID PLASTER, VETERANS SERVICE DIRECTOR**:

***Motion:** Commissioner Luker moved to accept David Plaster's letter resignation, effective January 05, 2018 and authorize the County Manager and staff to post the position to start the process for hiring of the position. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

Mr. Adams stated that he and Danielle Wittekind, Human Resource Director, would come back before the Board at the December 11<sup>th</sup> meeting to discuss the process for hiring.

(23) **PRESS CONFERENCE**: None.

(24) **CLOSED SESSION**:

***Motion:** Commissioner Mau moved that the Board go into closed session pursuant to G.S.143-318.11(a)(4) Business Expansion for one item and G.S.143-318.11(a)(6) Personnel for one item. Commissioner Elders seconded the Motion. Motion carried.*

Chairman McMahan called the Regular Meeting back to order and stated no action was taken in closed session except the approval of the closed session minutes.

There being no further business, Chairman McMahan recessed the meeting at 8:33 p.m. to be reconvened on Monday, November 27, 2017 at 3:10 p.m.

Attest:

Approved:

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Angela M. Winchester, Clerk to Board

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Brian Thomas McMahan, Chairman