

**MINUTES OF A
REGULAR MEETING
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
MAY 21, 2019**

The Jackson County Board of Commissioners met in a Regular Session on May 21, 2019, 3:00 p.m., Justice and Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Brian McMahan, Chairman
Boyce Deitz, Vice Chair
Mickey Luker, Commissioner
Ron Mau, Commissioner
Gayle Woody, Commissioner

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

Chairman McMahan called the meeting to order.

(1) **LAW ENFORCEMENT OFFICERS WEEK AND PEACE OFFICERS MEMORIAL DAY PROCLAMATION:** Chairman McMahan read a Proclamation declaring May 12th-18th as Law Enforcement Officers Week and May 15th as Peace Officers Memorial Day. Commissioner Deitz moved to approve the Proclamation. Commissioner Mau seconded the Motion. Motion carried.

Proclamations were presented to representatives of the Sheriff's Office, Sylva Police Department, Western Carolina University Police Department and North Carolina Highway Patrol.

Sheriff Hall thanked the Commissioners for recognizing all of the hard work of the men and women of law enforcement and the sacrifices they made to the communities.

(2) **AGENDA:** Chairman McMahan requested to remove one item: Litter Campaign Logo Selection. Commissioner Mau moved to approve the agenda as amended. Commissioner Woody seconded the Motion. Motion carried.

(3) **MINUTES:** Commissioner Mau moved to approve the minutes of a Regular Meeting of May 07, 2019. Commissioner Woody seconded the Motion. Motion carried.

(4) **CHAIRMAN'S REPORT:** Chairman McMahan reported that he attended County Assembly Day in Raleigh a few weeks ago. The day they held the event, the House was not in session, so there were very few House Members there that day, unfortunately. The Senate did go into session while they were having the review of the legislation they had been tracking. It was a great opportunity to meet with the local western delegations and advocate on behalf of counties.

This was the same day they received the press release about the internet access grants that were announced with Jackson County being one of the far western counties to receive that. Skyfi would benefit as well as many citizens through the installation of the towers and access to Wifi. It was so critical and vital and it was a major infrastructure need in the community. He was very pleased to see that. It was a small amount, but a good step in the right direction.

(5) **COMMISSIONER REPORTS:**

(a) Commissioner Mau stated that he attended the Jackson County Public Schools' Excellence in Education Awards, where they recognized Teacher of the Year and Staff Member of the Year.

Also, SORBA had a workday on Saturday that he went to for the bike trail off the Greenway. They were starting to get that project to come together.

(b) Commissioner Woody announced that on Saturday there would be a Historic Home and Architecture Tour, which involved the Public Library, the old Carolina Hotel, the Queen House and Appalachian Women's Museum. She thought it was a wonderful way to see the county's history in the old buildings.

(c) Commissioner Deitz stated that this time of year a lot of people were out working and he encouraged everyone to be safe.

(6) COUNTY MANAGER REPORT: Mr. Adams reported:

(a) **April 2019 Zoning and Building Permits:** Planning and Code Enforcement developed a new report describing major zoning/building permits. The report listed the zoning district (if applicable), the owner/business name, the work permitted and the actual address of the project. This report was not intended to list all work being accomplished in these departments (i.e. residential building permits or planning slope analysis). Instead the report attempted to capture commercial projects.

(b) **Community Services Center:** The construction contract had been signed and environmental abatement began on the facility. The first progress meeting was scheduled to take place at the end of June, 2019. Progress reports would be provided to the Board starting in July.

(c) **Savannah Park:** He was not able to receive an updated schedule. He provided the Board with an email from the contractor stating the anticipated work schedule over the next three weeks.

(d) **Budget Meeting Agendas:** He provided the Board with agendas for the following upcoming meetings: May 22nd and May 23rd.

(7) INFORMAL COMMENTS BY THE PUBLIC:

(a) Maryellen Ramstack of Glenville stated she was a mother, a grandmother and a retired registered nurse. They had been coming to the area for 30 years and they moved to Glenville four years ago. Their neighborhood had been robbed three times in the last 18 months, but she was more concerned about the reason for the crime. She believed there was an incredible meth and opioid issue in the area. She felt they needed to do something such as a community forum. She thought they needed to get people together and start talking about this.

Chairman McMahan stated that it was a huge topic that touched every family in the nation. The Board held a forum last year and they did have a task force that had started work that was ongoing. The Jackson County Community Foundation had put together a list they were working towards, which did include a community forum in late summer. There was work going on and they would be glad to provide that information to her.

(b) Cathy Stillwell Gibson of Sylva, stated that she represented the Sylva Webster Class Reunion of 27 years. They had the Bridge Park reserved for September 21st, but many folks wanted a backup plan. She requested to reserve the Senior Center, if they needed because of rain. She asked for their support to reserve the Senior Center without paying the fee up front.

Chairman McMahan stated there were fees associated with using the Senior Center.

Mr. Adams recommended that they actually apply to use the facility and go through the process with the Aging Staff.

(8) CONSENT AGENDA:

(a) Darlene Fox, Finance Director, presented the Finance Report for April, 2019 and a Budget Ordinance Amendment for fiscal year ending June 30, 2019, for approval.

(b) Brandi Henson, Tax Collector, presented the Tax Collector and Refund Reports for April, 2019, for approval.

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

(9) MEMORANDUM OF UNDERSTANDING (MOU) WITH NC DEPARTMENT OF HEALTH AND HUMAN SERVICES: Mr. Adams stated this was an item discussed at the work session. The proposed MOU would be between the State of North Carolina and Jackson County. The MOU would set up the parameters and performance goals that the Department of Social Services would be held to in the next fiscal year 2019-20.

Motion: *Commissioner Deitz moved to approve the MOU with NC Department of Health and Human Services, as presented. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.*

(10) FIREWORKS DISPLAY REQUESTS: Tony Elders, Director of Permitting and Code Enforcement, requested approval for the following applications he received for fireworks displays:

- July 02, 2019 Friends of Lake Glenville
- July 03, 2019 Lonesome Valley
Cedar Creek Racquet Club
Country Club of Sapphire Valley
- July 04, 2019 Jackson County Chamber of Commerce
Mountaintop
Wade Hampton
Bear Lake Reserve
Camp Merrie-Woode
- July 05, 2019 Chattooga Club
Village Green – Cashiers
- August 31, 2019 WCU First Football Game

Motion: *Commissioner Mau moved to approve the request for fireworks displays as presented. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.*

(11) JUVENILE CRIME PREVENTION COUNCIL (JCPC): Heather Baker, JCPC Chair; Katie Hutchison, Secretary; and Marcus Metcalf, Board Member were present for this item.

Ms. Baker stated that the Department of Juvenile Justice allocated funds to counties on an annual basis. She presented selected programs, certification, membership list and proposed funding for FY19-20 in the total amount of \$157,838. The selected programs were Project Challenge, Hawthorn Heights and COMPASS Inside Out. The required local match was \$20,423.

Mr. Metcalf, who was also the Director of Hights, provided a summary of the COMPASS (Hights) Program. COMPASS was an interpersonal skills building program designed to assist court involved clients or those at risk of court involvement in the development of critical life skills. COMPASS was a program with an experiential philosophy that taught social and communication skills, conflict resolution, interpersonal, problem solving and resistance skills, coping and practical skills and provided youth the opportunity to participate in adventure wilderness based activities designed to foster self-esteem while providing a platform to more fully develop their interpersonal skills. The program also supported academic achievement and addressed behaviors that resulted in school difficulties through its school-based element. The program focused on using local low cost resources that participants could continue to utilize after graduated from the program. The program was designed to address the risk factors identified for the county juvenile justice youth through development of protective factors that would foster personal growth and help youth make the decisions that would lead to their life moving in a positive direction.

The Inside Out program was an additional component of COMPASS. Inside Out served youth that attended the HUB, but were short term suspended from the HUB. Services such as community service and skill building activities would be offered to those youth during the school day while suspended and youth would automatically be added to the regular COMPASS Program for ongoing additional activities.

Ms. Baker stated that there was one addendum that asked for a list of priorities of the council if they received additional funding. The reason for this was because beginning October 1st, 16 and 17 year olds would be part of the juvenile justice program and there needed to be additional funds. The state recognized this to help cover services for them. They were expecting the state to have additional funds, but they were not sure what the match requirement would be, so they may have to appear before the Board again at that time. The council agreed to fund the additional programs Project Challenge and Hawthorn Heights.

Motion: *Commissioner Mau moved to approve the Programs, Certification, Membership List and Funding Plan to include a match of \$20,423. Commissioner Luker seconded the Motion. Motion carried by unanimous vote.*

(12) FIRE PROTECTION CONTRACT EXTENSION CASHIERS-GLENVILLE

VFD: Ms. Baker stated that this item was discussed at the work session regarding a one year extension of the Fire Protection contract with the Cashiers-Glenville VFD. She did add a couple of provisions:

- Extended the 30 day notice to 90.
- Added the right for the county to come and do an audit, if needed.

She shared the provisions with the fire department and they were in agreement with this and already signed the contract.

Motion: *Commissioner Luker moved to approve the one year extension of the Fire Protection Contract Extension with Cashiers-Glenville VFD, as presented. Commissioner Mau seconded the Motion. Motion carried by unanimous vote.*

(13) OFFER TO PURCHASE – PIHL AND RESOLUTION R19-17: Ms. Baker stated that the county received an Offer to Purchase for Lot 19, Frady Cove Estates, (PIN #7539-57-4217) from Roger A. Pihl and Holly D. Pihl, Trustees of the Roger A. Pihl and Holly D. Pihl Joint Revocable Living Trust in the amount of \$6,000.00. The county had \$6,000.00 in the property. If the offer was accepted, it would be advertised in the newspaper to start the upset bid process. She presented Resolution R19-17 for consideration.

Motion: *Commissioner Woody moved to accept the offer and adopt Resolution R19-17, as presented to begin the upset bid process. Commissioner Mau seconded the Motion. Motion carried by unanimous vote.*

(14) PUBLIC HEARING FOR THE UNIFIED DEVELOPMENT ORDINANCE:

Michael Poston, Planning Director, stated this item was discussed at the work session. All planning councils held public hearings and recommended approval of consistency statements to the Board for the adoption of the UDO. Also, after the Cashiers Planning Council meeting, the recommended change to the text of the ordinance was approved. He requested the Board set a public hearing to consider the adoption of the UDO.

Motion: *Commissioner Mau moved to set a Public Hearing on August 6th at 5:50 p.m. to be held at the Justice & Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.*

(15) JOINT MEETING WITH MUNICIPALITIES:

Motion: *Commissioner Mau moved to set a Joint Meeting with Municipalities on July 23rd at 6:00 p.m. in to be held at the Department on Aging Heritage Room, 100 County Services Park, Sylva, North Carolina. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.*

(16) SPECIAL MEETING FOR FY2019-2020 BUDGET:

Motion: *Commissioner Mau moved to set a Special Meeting on June 6th at 1:00 p.m. to be held at the Justice & Administration Building, Room A227, 401 Grindstaff Cove Road, Sylva, North Carolina. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.*

(17) MCMILLAN PAZDAN SMITH CONTRACT: Mr. Adams presented the McMillan Pazdan Smith proposal for Schematic Design for the new Animal Rescue Center and other improvements to the Green Energy Park:

- Schematic Design Services: \$58,500.00, which would be applied toward a construction document
- Structural Analysis: \$2,500.00

Motion: *Commissioner Deitz moved to accept the contract with McMillan Pazdan Smith, as presented. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.*

(18) PROPOSED BUDGET FY2019-20: Mr. Adams presented the proposed Fiscal Year 2019-20 Annual Budget for the county and stated it was in the amount of \$65,010,927. The proposal constituted an approximate decrease of 2.01% (\$1,335,799) over the FY18-19 amended budget. The budget was balanced and prepared in accordance with the Local Government Budget and Fiscal Control Act, presenting appropriations by categories of expense and revenues by source. All proposals within the general fund were based upon a budget with a tax rate of \$0.38 per \$100 of value.

(a) Expenditures Highlights: Total Expenditures by Function for the General Fund - \$65,010,927:

- Education - 26%
- Public Safety – 23%
- Human Services – 22%
- General Government - 18%
- Cultural/Recreation – 6%
- Other - 2%
- Ec & Phy Dev – 2%
- Transportation - 1%

(b) Personnel/Insurance: The proposed FY19-10 budget contained personnel recommendations. The recommendations include:

- One step (2%) increase for all employees.
- Creation/Addition of Career Paths that result in position adjustments.
- Additional Positions.
- Hospital/Dental Insurance Adjustments, Retiree Insurance Adjustments, Worker's Compensation, Liability Insurance.

It was recommended that all employees move up one step in the current grade and step plan. This action was necessary to maintain the career path system. \$411,650 was budgeted to implement a one-step increase for all employees.

The following position adjustments and additions were recommended to be funded:

- Create new Administrative Assistant II position at Grade 15. Rename all Administrative Assistant I positions at Grade 15 to Administrative Assistant II. Rename all Administrative Assistant I positions at Grade 17 to an Administrative Assistant III
- Reclassify the Administrative Assistant I person in the Finance Department to an Administrative Assistant II.
- Reclassify the Administrative Assistant I person in the Veterans Services Department to an Administrative Assistant II.

- Reclassify the Front Desk Associate person in the Department on Aging to an Administrative Assistant II.
- Reclassify an Administrative Support person in the Department on Aging to an Administrative Assistant II.
- Reclassify the Computer System Administration I person in the Department of Social Services to a Computer System Administration II.
- Create new Election System Manager position in Elections. Reclassify current Election Systems Specialist to the Election System Manager.
- Create new Planner II position in Planning Department. Reclassify current Planner I person to Planner II.
- Create new career pathway for Fire Inspector position in Code Enforcement. New career pathway was recommended to be as follows:
 - Fire Inspector / Electrical / HVAC I
 - Fire Inspector / Electrical / HVAC II
 - Fire Inspector / Electrical / HVAC III
- Reclassify current Fire Inspector to Fire Inspector / Electrical / HVAC I.
- Reclassify Sheriff Deputy with BLET Certification and FTO Completion from a SH46 to SH47.
- Reclassify Detention Officer from SH45 to SH46.
- Future career pathways for certain Tax Office positions should be examined once the new Tax Administrator settled into her position.

The following additional positions were recommended to be funded:

- Add three new positions to the Public Works Department. Two were proposed to be located in the Grounds Division and one in the Maintenance Division. All three positions would be classified as a General Utility Worker III.
- Add one new Processing Assistant to Animal Control.
- Provide one year extension to an existing IMC II Department of Social Services position to continue working on NCFASST.
- Create new position titled SHIIP Counselor / Aging Processing Assistant for Department on Aging.
- Turn part-time positions into new 80% Park Attendant/Utility Worker in the Recreation Department.
- Turn part-time position into a full-time Studio Technician in the Green Energy Park.
- It was recommended that a new part-time line item be created for the Sheriff's Office. These part-time funds would be used exclusively to hire certified law enforcement officers on a part-time basis. The proposed amount would allow for 120 hours of part-time assistance a month. The proposed hourly pay rate would be based upon the salary established for a deputy with certifications. It was also requested that the new career path hiring policy be applied to these part-time officers.
- Approved new Sales and Marketing Manager position for the Tourism Development Authority. Funding for the position would come from Occupancy Tax. New positions required approval from the Board of Commissioners.

Increased hospitalization/dental insurance premium would increase 23.11%. Worker's compensation insurance would increase by 2%. Liability insurance would increase by 1.85%.

(c) Capital and Capital Improvements: There were capital and capital improvement needs in the amount of \$2,549,255 that should be addressed in FY19-20. The recommendations were as follows:

- Equipment: \$699,293. Highlights under this category include computers, servers, printers, software, phone systems, garage equipment, cleaning equipment, grounds maintenance equipment, recreation equipment, law enforcement car video and taser replacements and emergency communication equipment. Note: Voting machines were not included in the proposed budget. It was recommended that the Board of Elections go through their selections process and present a request with an implementation timeline when they were ready.
- Vehicles: \$422,852. Highlights under this category include \$246,000 to replace vehicles at the Sheriff's Office, \$36,500 for a jail transport vehicle, \$41,482 for an Aging truck for Project Care/Fire, \$27,500 for a Social Services vehicle and \$71,370 for a Transportation lift equipped raised roof van (90% grant funded).
- Improvements: \$1,457,110. Highlights under this category include signage and expansion of parking lot in Cashiers for Department on Aging; signage and LED light project for DSS; security fencing and replacement of plumbing chase for jail; roofing and painting for Albert-Carlton Library; various HVAC projects; various parking lot repairs at Andrews Park Campground; re-tile bathrooms, replace weight room flooring and replace hot water heater at Cullowhee Recreation Center; address safety and electrical at Fairview Park; site acquisition and construction of new parks in the Whittier and Dillsboro areas; and update master plan and property acquisition for Greenway. Note: It was proposed that these projects be funded from three different sources: \$346,810 from General Fund; \$1,010,300 from CPR Fund; and \$100,000 from Greenway Project Fund.

(d) FY2018-2022 Facility Capital Improvement Plan: The adopted FY2018-2022 Facility Capital Improvement Plan set aside funds for three major facility projects:

- Health Department/One Stop Permitting Center
- Animal Rescue Center
- Justice Center Renovations

The Health Department/One Stop Permitting Center was scheduled to be substantially complete by May, 2020. Schematic design work would be completed on the Animal Rescue Center in FY19-20. It was anticipated that project construction would begin at the end of FY 19-20. Schematic design work for the Justice Center Renovations would begin at the end of FY 19-20.

(e) Board of Education:

- Current Expense: It was proposed to allocate \$7,908,941 to the public schools for FY19-20. This included \$6,796,717 (2% increase \$133,269) for current operations, \$141,928 for PILT, \$448,458 (2% increase \$8,793) in teacher supplements and an additional \$87,680 for an additional curriculum coordinator (\$82,680) and curriculum salary differentials (\$5,000). The additional curriculum coordinator and salary supplements were being recommended to specifically assist in the overall improvement of testing scores within the school system.
- Capital: 40% of the Article 40 (½ cent) sales tax and 60% of the Article 42 (½ cent) sales tax go to public schools for capital. In FY19-20 the following items were proposed to be funded:
 - Capital Outlay: \$235,000
 - Capital Outlay-Technology: \$400,000
 - Capital Outlay – One to One: \$320,700
 - Capital Outlay – Maintenance: \$375,500 – Preventative maintenance on roofs
 - Total \$1,331,200

There would be approximately \$2,000,000 available for public school capital expenditures in FY 19-20 remaining out of Articles 40 and 42 sales tax. There would also be approximately \$1,000,000 in the Article 46 sales tax fund available in FY 19-20 to be used for educational purposes. The estimated costs for facility safety upgrades was approximately \$2,500,000. The public school system needed to upgrade accessibility to the Smoky Mountain High School Baseball field at an estimated cost of \$250,000. It was recommended that proceeds from Article 40, 42 and 46 sales tax be used to meet the public school's safety facility upgrade needs and accessibility needs.

(f) Southwestern Community College (SCC): It was proposed to allocate \$2,050,990 to SCC in current operations for FY19-20. The proposal constituted a \$47,092 or 2.35% increase. The proposed general maintenance capital outlay appropriation was \$431,214. Major items in capital included HVAC replacement in Founders Hall, vehicle repair, forklift purchase, bridge installation, carpeting in Holt Library and re-roofing gazebos.

(g) County Libraries: It was proposed to allocate \$1,154,908 to the Fontana Regional Library System to operate both the Jackson County Library and the Albert Carlton Library. This proposal represented a \$34,791 or 3.11% increase.

(h) Other Appropriations: There were many agencies that requested funds from the county. He divided the discussions into three categories: Safety-Fire, Forestry, Rescue, EMS; Community Development Centers (CDC), non-profits; and Contingencies.

- Safety – Fire, Forestry, Rescue, EMS: It was proposed that Cullowhee, Sylva, Canada, Savannah, Balsam and Qualla Volunteer Fire Departments and the Glenville-Cashiers and Jackson County Rescue Squads receive a 2% increase in allocation. It was proposed that the Forestry Service receive \$80,552 as requested. This amount funds 100% for a smoke chaser's salary for an additional three months. An additional \$147,687 had been budgeted for the new Glenville-Cashiers Rescue Squad Building payment (associated with proposed additional \$0.01). An additional \$190,949 had been budgeted to enable Harris EMS to provide 24 hour EMS service to the Qualla area (associated with the proposed additional \$0.01).
- CDC and Non-profits: It was proposed that Community Development Center funding to all 14 centers remain at current FY18-19 levels. It was proposed that funding to all nonprofits remain at current FY18-19 levels with some exceptions. It was recommended that the Community Table receive \$18,000 in FY 19-20. This was technically less than current year funding due to assistance provided for roof repair. It was recommended that the \$35,000 allotment to Webster Enterprises be reinstated in accordance with past agreements. \$130,000 was budgeted for the homeless program with the understanding that a lead agency still needed to be identified. No other significant increases had been recommended to existing non-profits nor had any new non-profit programs been budgeted.
- Contingencies: A contingency of \$287,601 was budgeted for FY 19-20 and was available for general purposes. An additional \$25,000 was budgeted to continue the internship program and \$630,911 was available for capital purposes identified earlier.

(i) Special Fund Highlights: These funds were separate operating entities from the general fund budget. The general fund budget included transfers to some of these other funds in the amount of \$8,055,506 to support capital projects, recreation and conservation, debt service, the green energy park, economic development, revaluation and school capital reserve. There were additional personnel and capital recommendations in the following summaries:

- Solid Waste Enterprise Fund: The Solid Waste FY19-20 proposed operating budget was \$3,977,866. The proposal constituted an approximate increase of 3.30% (\$127,020) over the current FY18-19 amended budget. The enterprise fund was funded completely from fees collected for services. Employees within this Fund would have their career path reinstated, if applicable and would receive a one-step (2%) pay increase. \$215,000 was budgeted to repair the Transfer Station floor. There were no other major operational changes proposed for FY19-20.

- Emergency Telephone (E911) Fund: The E911 FY19-20 proposed operating budget was \$423,446. The proposal constituted an approximate decrease of 11.31% (\$54,025) under the current FY18-19 amended budget. These operations were funded completely through E911 fees. Employees within this Fund would have their career path reinstated, if applicable and would receive a one-step (2%) pay increase. There were no major operational changes proposed for FY19-20.
- Real Property Revaluation Fund: The proposed FY19-20 revaluation operating budget was \$350,500. The proposal constituted no increase over current year operations. Employees within this Fund would receive a one-step (2%) pay increase. There were no major operational changes proposed for FY19-20.
- Green Energy Fund: The FY19-20 proposed budget was \$245,500. The proposal constituted an approximate increase of 20.69% (\$42,081) over current FY18-19 budget. Employees within this Fund would receive a one-step (2%) pay increase. It was recommended to turn one part-time position into a full-time Studio Technician. There were no major operational changes proposed for FY 19-20.
- Economic Development fund: The FY19-20 proposed budget was \$196,272. The proposal constituted an approximate increase of 28.51% (\$43,541) over the current FY18-19 amended budget. The employee within this Fund would receive a one-step (2%) pay increase. Highlights in this fund included \$35,700 budgeted for an Economic Development Master Plan and \$12,500 for a Dillsboro Park feasibility study.
- Fire Tax Fund: This Fund included both the Highlands Fire and Rescue Operations and the Cashiers-Glenville Volunteer Fire Department. The Highlands Fire and Rescue proposed FY19-20 budget was \$50,000. The proposal constituted level funding from current FY18-19. The current fire tax rate of \$0.0254 per \$100 value would provide the revenues necessary to cover expenses. The Cashiers-Glenville Volunteer Fire Department proposed FY19-20 budget was \$1,156,816. The proposal constituted level funding from current FY18-19 amended budget. The current tax rate of \$0.0233 per \$100 value would provide the revenues necessary to cover expenses.
- Other Funds: This category included other funds such as the Capital Reserve Fund, School Capital Reserve Fund, Economic Development Fund (23, 42 and 64), Community Development Fund, Law Enforcement Fund, Conservation Preservation Recreation Fund, Debt Service Fund, Clean Water Revolving Fund, Airport Authority Fund and all active building funds.

(j) Fee Schedules: The county operated many services that rely on fees to offset the cost of operations. These fee schedules apply to both the general fund and other fund operations. The fee and rate schedule included the following: Mileage reimbursement rate; Hospital/Dental Insurance Rates; Recreation Center Fees and Charges; Pool Fees and Charges; Department on Aging-Heritage Room; Permitting and Code Enforcement Fees; Planning Fees; Health Department Fees; and Solid Waste Fund Fees. It was recommended that adjustments be made to the following fee schedules:

- Hospital/Dental Rates –County’s contribution for employees would be increased by 23.11%.
- Code Enforcement fees increased 60% for light commercial (base fee \$125 to \$200); 20% for large commercial (base fee \$250 to \$300); and 17% for new single family structure (base fee \$300 to \$350).
- Other minor changes in departmental fee and rate schedules were included in the proposal.

(k) Closing: The public hearing was scheduled for June 4, 2019 in regards to the proposed budget. The public would be able to examine the proposed budget on the county’s website and hard copies would be available for inspections at the Administration and Finance Departments. The budget was tentatively scheduled to be approved at the regular scheduled June 18, 2019 Commissioners’ meeting after the Board had the opportunity to make any final adjustments.

He extended his appreciation to all county employees who worked extremely hard to provide the necessary services that made Jackson County a great place to live. He also extended his thanks to the department heads, elected officials and other representatives for their cooperation in fashioning their budget requests to the required specifications and timelines. Last, but by no means least, he thanked Finance Director Darlene Fox and her staff for their tireless effort and attention to detail over the budget development process.

Informational item.

(19) CAPITAL RESERVE RESOLUTION R19-18: Ms. Fox presented Resolution R19-18 Capital Reserve Resolution, which was the final piece to the Health Department project. The total cost of the project was \$7,949,492. She requested that the Board approve a transfer in the amount of \$349,492 from the Capital Reserve Fund to the Project Fund.

Motion: *Commissioner Mau moved to adopt Resolution R19-18, as presented. Commissioner Luker seconded the Motion. Motion carried by unanimous vote.*

(20) AGRICULTURAL ADVISORY BOARD: *Carry over.*

(21) PRESS CONFERENCE: None.

There being no further business, Commissioner Deitz moved to adjourn the meeting. Commissioner Mau seconded the Motion. Motion carried and the meeting adjourned at 4:39 p.m.

Attest:

Approved:

Angela M. Winchester, Clerk to Board

Brian Thomas McMahan, Chairman