

**MINUTES OF A
REGULAR MEETING
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
JULY 15, 2025**

The Jackson County Board of Commissioners met in a Regular Session on July 15, 2025, 6:30 p.m., Justice and Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Mark A. Letson, Chairman
Jenny Lynn Hooper, Commissioner
Michael Jennings, Commissioner
John W. Smith, Commissioner

Kevin King, County Manager
John Kubis, County Attorney (Via Zoom)
Angela M. Winchester, Clerk to the Board

Absent: Todd Bryson, Vice Chair

Chairman Letson called the meeting to order.

(1) **AGENDA**: Commissioner Smith moved to approve the agenda. Commissioner Jennings seconded the Motion. Motion carried.

(2) **MINUTES**: Commissioner Hooper moved to approve the minutes a Special Called Joint Meeting with FRL of June 19, 2025; a Special Called Meeting of June 24, 2025; a Regular Meeting of July 01, 2025; and a Work Session of July 01, 2025. Commissioner Smith seconded the Motion. Motion carried.

(3) **CHAIRMAN'S REPORT**: Chairman Letson stated he enjoyed a wonderful fireworks show on July 3rd.

(4) **COMMISSIONER REPORTS**: Commissioner Hooper congratulated Cal Raleigh on winning the MLB Homerun Derby. He was from Cullowhee and attended Smoky Mountain High School. He would play in the MLB Allstars that night in Atlanta.

(5) **COUNTY MANAGER REPORT**: Mr. King reported:

(a) **Center for Domestic Peace**: The project was scheduled to be completed by the end of July. There had been issues with getting materials and subs, so the project completion would be delayed until the end of August or the first of September. He would meet with the contractor the next day to go over the schedule.

Commissioner Smith asked about penalties in place for missing the deadline.

Mr. King stated they were looking at the contract for liquidated damages based on the lack of inactivity.

(b) **School Projects**: Weekly meetings were being held with the construction manager at risk, architects and engineers. They were working on Fairview Elementary and the bus garage. The Blue Ridge project was in the programming phase. They were in the due diligence period on the property for the middle school.

(c) **Justice Center, Detention and Administration Building**: Programming had begun, soil borings had been done on the Skyland site and had all civil design work. They should be ready by February for the LGC approval. The Detention Center kickoff would be next week. The Justice Center would be in two phases, to include the detention portion and the new courtrooms.

(d) **Fair Grounds:** Footers were being completed for the new buildings to be done by the end of the year. They were working with EBCI for the water extension and were hopeful for a grand opening in spring 2026.

(6) INFORMAL COMMENTS BY THE PUBLIC:

- (a) Becky Abel stated concern for the Board's decision to exit the FRL.
- (b) Dick Darnall stated concern for the use of fluoride in the water supply. Also, he requested ways to honor Randy Dillard for all he had done for the county.
- (c) Susan Bogardus stated concern about the Library's services being maintained or made better.

(7) NCACC ANNUAL CONFERENCE VOTING DELEGATE: Chairman Letson stated the North Carolina Association of County Commissioners 118th Annual Conference would be held on August 21st – 23rd in Pitt County. The Board would need to designate a Voting Delegate. He asked the Board to check their schedules.

Informational item.

(8) INTERLOCAL AGREEMENT WITH THE BOARD OF EDUCATION: Mr. King presented an agreement between the county and the school board concerning all the projects. The verbiage in the agreement coincided with the construction manager at risk (CMAR) for the projects. Also, they did not have a project manager on staff as it was in the prior arrangement, since they were using CMAR. Meetings were held weekly, so they were constantly updated with information. At the meetings, a synopsis and schedule would be provided to both boards.

Motion: *Commissioner Smith moved to approve the Interlocal Agreement with the Board of Education, as presented. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.*

(9) RULES AND PROCEDURES POLICY: Mr. King stated they had previously discussed creating a more precise Rules and Procedures Policy. The Board discussed the proposed policy at the last work session, where it was requested to amend the first regular meeting of the month time to 6:30 p.m. and the work session to 7:00 p.m. The third Tuesday regular meeting time would remain at 6:30 p.m.

Chairman Letson stated he requested to change the public comment section to reflect if they hit the 45-minute mark, the Board could table public comment so county staff could finish business and then come back to public comment.

Motion: *Commissioner Smith moved to adopt the Rules and Procedures Policy, as presented. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.*

(10) OFFERS TO PURCHASE AND CONTRACT: Mr. King stated in closed session, the Board discussed two properties for purchase adjacent to the 56 acres identified for the middle school project. By acquiring the two additional properties, it would give the ability to work with DOT and possibly make a frontage road to Old Cullowhee Road to mitigate some of the traffic concerns.

The properties were as follows:

- (a) Painter property containing 1.7 acres, PIN#7640-74-9519, for a purchase price of \$225,000
- (b) Miller property containing 0.59 acres, with a house, PIN#7640-74-8453, for a purchase price of \$355,000

General discussions were held.

Motion: *Commissioner Hooper moved to approve the two offers to purchase and contract, as presented and to authorize the Chairman to sign all documents associated with the two purchases. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.*

(11) **TAX COLLECTOR REPORT:** Brandi Henson, Tax Collector, presented the Tax Collector and Refund Reports for June 2025, for approval.

Motion: *Commissioner Hooper moved to approve the Tax Collector and Refund Report for June, as presented. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.*

(12) **ORDER OF COLLECTION RESOLUTION R25-18:** Ms. Henson stated the Order of Collection authorized, empowered and commanded the collection of taxes as set forth in the tax records filed in the office of Tax Administration. She requested approval of the Order of Collection Resolution R25-18.

Motion: *Commissioner Smith moved to adopt the Order of Collection Resolution R25-18, as presented. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.*

(13) **BOARD OF EQUALIZATION AND REVIEW RESOLUTION R09-26 (AMENDED):** Mr. King stated this item was discussed at the work session. There were some verbiage changes in the document and it was proposed to amend the resolution to align the schedule for tax reassessment, as well as the appointments.

Motion: *Commissioner Smith moved to approve Resolution R09-26 (Amended), as presented. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.*

(14) **EQUALIZATION AND REVIEW BOARD:**

Motion: *Commissioner Smith moved to extend the appoints of Roger Bartlett, Robert Edwards, Richard Robson, David Noland and Norman West, to four-year terms on the Equalization and Review Board. Commissioner Hooper seconded the Motion. Motion carried by unanimous vote.*

(15) **HEALTH BOARD:** Recommendations were submitted by Anna Lippard, Health Director.

Motion: *Commissioner Jennings moved to reappoint Dr. David Trigg, Dr. David LeMay, Dr. Brandi Hicks, Emily Buchanan, Kim Cowan, Jerry DeWeese, Kathy Farmer, Ellerna Forney and Kyle Clayton, to serve additional three-year terms on the Health Board. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.*

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

(17) **CLOSED SESSION:**

Motion: *Commissioner Smith moved that the Board go into closed session pursuant to G.S.143-318.11(a)(3) Legal and G.S.143-318.11(a)(6) Personnel. Commissioner Hooper seconded the Motion. Motion carried.*

Chairman Letson 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, Commissioner Smith moved to adjourn the meeting. Commissioner Hooper seconded the Motion. Motion carried and the meeting adjourned at 7:13 p.m.

Attest:

Approved:

Angela M. Winchester, Clerk to Board

Mark A. Letson, Chairman