

**MINUTES OF A
REGULAR MEETING
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
SEPTEMBER 02, 2025**

The Jackson County Board of Commissioners met in a Regular Session on September 02, 2025, 6:30 p.m., Justice and Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present:	Mark A. Letson, Chairman	Kevin King, County Manager
	Jenny Lynn Hooper, Commissioner	John Kubis, County Attorney (Via Zoom)
	Michael Jennings, Commissioner	Angela M. Winchester, Clerk to the Board
	John W. Smith, Commissioner	
Absent:	Todd Bryson, Vice Chair	

Chairman Letson called the meeting to order.

(1) **PROCLAMATION: FIREFIGHTER, RESCUE SQUAD AND FIRST RESPONDER WEEK**: Chairman Letson read a Proclamation declaring September 7–13 as Firefighter, Rescue Squad and First Responder Week. Chairman Letson moved to approve the Proclamation. Commissioner Hooper seconded the Motion. Motion carried.

(2) **PROCLAMATION: OPIOID AWARENESS MONTH**: Chairman Letson read a Proclamation declaring September as Opioid Awareness Month. Chairman Letson moved to approve the Proclamation. Commissioner Smith seconded the Motion. Motion carried.

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

(4) **MINUTES**: Commissioner Hooper moved to approve the minutes of a Regular Meeting of August 19, 2025, as presented. Commissioner Smith seconded the Motion. Motion carried.

(5) **CHAIRMAN’S REPORT**: Chairman Letson stated he attended a small function at High Hampton, where \$1.2M was donated to various nonprofits in the community. It was a very good event and he thanked the members for their generosity to the community.

(6) **COMMISSIONER REPORTS**: Commissioner Hooper stated she attended the AWAKE fundraiser event at Castle Ladyhawke. It was a very well-attended and successful event.

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

(a) **County Service Districts**: He and Mr. Kubis had been discussing districting for fire coverage in the county. Cashiers was the only area with the district at that time. During the budget process, the Board discussed an alternative for a countywide service district. They were in the development stage of a resolution and he would provide further details to the Board in October.

(b) **Fair Grounds:** The Charles Elders Event Center building was underway. County staff did the new concrete work since it did not meet the threshold of the bidding process. In the future, they would bid out electrical, HVAC, plumbing, etc. The building was bid out and they were within the bidding guidelines per general statute.

(c) **School Projects:** The property closing for the middle school would be on September 9th. They were working weekly on the process with the school board and school personnel. There were many moving parts with the traffic study, etc. He would provide more updates as they went along. The Fairview project would be bid out in April. The topo and survey were completed for the Blue Ridge project, but it would take longer since it was more complex.

(8) PUBLIC COMMENT:

(a) Luther Jones addressed his concerns regarding the removal of Todd Dillard as director of Emergency Services.

(b) Cornelia Waldrum stated the importance of community and neighbors and the concern of failed representation in District Two.

(9) OFFER TO PURCHASE AND CONTRACT FROM SMG REALTY HOLDING LLC AND RESOLUTION R25-19: Kerri Tucker, Executive Assistant to the County Manager, stated the county received an offer from SMG Realty Holding, LLC for property owned by the county, containing 1.11 acres off Dicks Creek Road/Kitty Hawk Road (PIN #7622-66-5196) in the amount of \$4,000.00.

She presented Resolution R25-19 for consideration.

Motion: Commissioner Smith moved to approve Resolution R25-19, as presented. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.

(10) TRANSIT 5311, 5310, CAPITAL PROJECTS PROGRAM GRANTS: Mr. King requested to hold a public hearing for the FY27 Community Transportation Program Grant Applications on September 16th at 6:25 p.m. at the Albert Carlton Library in Cashiers.

Motion: Commissioner Jennings moved to set a public hearing on September 16th at 6:25 p.m. at the Albert Carlton Library in Cashiers, for Transit 5310, 5311 and Capital Projects Program Grants. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.

(11) ORDINANCE O2025-01 DECLARING TEMPORARY TRAFFIC REGULATION FOR THE YOUTH ARTS FESTIVAL HAYRIDE COUNTY EVENT: Mr. King stated the Youth Arts Festival set September 20, 2025 as the date for the annual Hayride for a Youth Arts Festival event. The NCDOT rules and regulations required the Commissioners to adopt an ordinance approving the event. There would be no road closures and no public hearing was required.

Motion: Commissioner Jennings moved to adopt Ordinance O2025-01 for the Youth Arts Festival Hayride, as presented. Commissioner Hooper seconded the Motion. Motion carried by unanimous vote.

(12) ORDINANCE O2025-02 DECLARING TEMPORARY TRAFFIC REGULATION FOR THE GREENING UP THE MOUNTAINS 5K COUNTY EVENT: Mr. King stated the Recreation and Parks Department set April 25, 2026 as the date for the annual Greening Up the Mountains 5K event. The NCDOT rules and regulations required the Commissioners to adopt an ordinance approving the event. There would be no road closures and no public hearing was required.

Motion: Commissioner Hooper moved to adopt Ordinance O2025-02 for the Greening Up the Mountains 5K event, as presented. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.

(13) RESOLUTION APPOINTING REVIEW OFFICERS R25-20: Tabitha Ashe, Tax Administrator, stated the Board was required to appoint Review Officers to review plats before recording. These resolutions would need to be adopted from time to time with staff changes. She requested consideration of Resolution R25-20 Appointing Review Officers.

Motion: *Commissioner Smith moved to adopt Resolution R25-20 Appointing Review Officers, as presented. Commissioner Hooper seconded the Motion. Motion carried by unanimous vote.*

(14) AMERICA 250 COMMITTEE:

Motion: *Chairman Letson moved to appoint Amber Albert, Keith Blaine, Kitti Chisholm, Tracy Fitzmaurice, Elmer Humbert and Jay Spiro, to serve on the America 250 Committee. They would look to appoint one more citizen to the committee. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.*

(15) JURY COMMISSION: A recommendation was submitted by Kimberly Poteet, Clerk of Court.

Motion: *Commissioner Smith moved to reappoint Bruce Anne Clement to serve an additional two-year term on the Jury Commission. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.*

(16) PRESS CONFERENCE: None.

There being no further business, Commissioner Hooper moved to adjourn the meeting. Commissioner Jennings seconded the Motion. Motion carried and the meeting adjourned at 7:00 p.m.

Attest:

Approved:

Angela M. Winchester, Clerk to Board

Mark A. Letson, Chairman