

**MINUTES OF A  
REGULAR MEETING  
OF THE JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
OCTOBER 07, 2025**

The Jackson County Board of Commissioners met in a Regular Session on October 07, 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               |
| Todd Bryson, Vice Chair           | John Kubis, County Attorney (Via Zoom)   |
| Jenny Lynn Hooper, Commissioner   | Angela M. Winchester, Clerk to the Board |
| Michael Jennings, Commissioner    |                                          |
| John W. Smith, Commissioner       |                                          |

Chairman Letson called the meeting to order.

**(1) PROCLAMATION: FIRE PREVENTION WEEK:** Chairman Letson read a Proclamation declaring September 5–11 as Firefighter, Rescue Squad and First Responder Week. Commissioner Smith moved to approve the Proclamation. Commissioner Bryson seconded the Motion. Motion carried.

Captain Brandon Green, Savannah Fire Department, was present to accept the proclamation. He shared the events and activities in the K-12 schools for Fire Prevention Week.

**(2) PROCLAMATION: DOMESTIC VIOLENCE AWARENESS MONTH:** Chairman Letson read a Proclamation declaring October as Domestic Violence Awareness Month. Commissioner Bryson moved to approve the Proclamation. Commissioner Hooper seconded the Motion. Motion carried.

Thom Brooks, Executive Director, Center for Domestic Peace, was present to accept the proclamation. He thanked the Commissioners for the shelter that was under construction. It was a much needed resource in the county.

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

**(4) MINUTES:** Commissioner Smith moved to approve the minutes of a Public Hearing (Transit Grants) of September 16, 2025 and a Regular Meeting of September 16, 2025, as presented. Commissioner Hooper seconded the Motion. Motion carried.

**(5) CHAIRMAN'S REPORT:** Chairman Letson reported several events were going on around the area. The Cashiers Leaf Festival would be that weekend and Darnell Farms would have several fall events and offerings upcoming.

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

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

**(a) Construction Projects:** Vannoy Construction would place advertisements for several of the major projects in the county, including the middle school, admin building, detention, etc. The ads would seek companies to prequalify to bid on projects. This would take place on October 15<sup>th</sup> at the Justice Center.

**(b) Fair Grounds:** Bids would go out in the middle of November, with HVAC, electrical and plumbing going out in the first quarter of 2026. The county was awarded a \$500,000 grant from the 2025 NC Tobacco Trust for the open air pavilion.

**(c) Domestic Violence Shelter:** The completion date for the shelter would be in December. They were working through several issues and modifications, including the increase of traffic flow.

**(8) PUBLIC COMMENT:**

**(a)** Debbie Jefferies stated the Sylva Library and the Albert Carlton Library were the Organization Recipients of the 2025 Mountain Heritage Award. She requested the Board congratulate the libraries and to reconsider the decision to leave the FRL.

**(b)** Betsey Hamlet stated her concerns about the county's communications infrastructure during a disaster. During Helene, the library offered WIFI to residents in the county. Did the county have a disaster plan in place and what would be the costs?

**(c)** Deborah Smith, Fontana Regional Library Board Member, shared a Fontana Regional Library Press Release with the Board and the public.

**(d)** Rebecca Herbers stated her disapproval of the Board's decision to leave FRL and requested they reconsider the decision.

**(e)** Sarah Hisey stated WCU and Circles of Hope partnered to provide an upcoming poverty simulation at WCU. The event provided a deeper understanding of what citizens in marginalized communities experienced.

**(f)** Bill Gross stated he used the indoor pool at the Cullowhee Aquatic Center. He requested the temperature of the water be turned up to 85 degrees, which matched other neighboring counties' indoor pool temperatures.

**(g)** John Glen requested that the Cullowhee indoor pool temperature be turned up to 85 degrees, so more people could enjoy the pool.

**(h)** Jack Summers stated his disagreement with the Board's words and actions.

**(9) REGISTER OF DEEDS REFUND:** Mr. King stated this was a request for a refund for excess revenue stamps paid to the Register of Deeds. There was an error on the deed where it listed \$750.00 in revenue when it should have been \$498.00. The request was for a refund of \$252.00. They had complied with the law by filing a corrective deed and making written request to the Board of Commissioners for approval.

**Motion:** *Commissioner Hooper moved to approve the refund in the amount of \$252.00, as requested. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.*

**(10) 2026 HOLIDAY SCHEDULE:** Mr. King presented the 2026 Holiday Schedule for consideration of approval, per the Personnel Policy:

| 2026 HOLIDAY SCHEDULE  |                     |                          |
|------------------------|---------------------|--------------------------|
| Holiday                | Observance Date     | Day of Week              |
| New Year's Day         | January 1           | Thursday                 |
| Martin Luther King Jr. | January 19          | Monday                   |
| Good Friday            | April 3             | Friday                   |
| Memorial Day           | May 25              | Monday                   |
| Independence Day       | July 3              | Friday                   |
| Labor Day              | September 7         | Monday                   |
| Veterans Day           | November 11         | Wednesday                |
| Thanksgiving           | November 26, 27     | Thursday, Friday         |
| Christmas              | December 24, 25, 28 | Thursday, Friday, Monday |

**Motion:** Commissioner Bryson moved to approve the 2026 Holiday Schedule, as presented. Commissioner Hooper seconded the Motion. Motion carried by unanimous vote.

**(11) PLANNING AREA MAP AMENDMENT:** Michael Poston, Planning Director, stated the subject properties were located along Monteith Gap Road (881 and 967 Monteith Gap Road), further identified as PINS 7559-29-1349 and 7559-28-0974 and were owned by the Rogers family heirs. When the initial maps were created in 2014-2015, the properties were proposed to be included in the Cullowhee Community Planning District. After discussions with the Rogers family heirs, it was agreed the property would not be include in the district. Gerald Green, the Planning Director, sent an email on December 12, 2014 confirming the intent to not include the Rogers family property in the zoned district.

Recently, it was discovered that portions of the family property were included in the final approved zoning map. After researching the issue, Planning staff determined the above mentioned properties were inadvertently included in the final approved map. He requested the Commissioners call for a public hearing on November 4, 2025 at 6:25 p.m., to consider the amendment.

General discussions were held.

**Motion:** Commissioner Jennings moved to set a public hearing on November 4, 2025 at 6:25 p.m., as requested. Commissioner Hooper seconded the Motion. Motion carried by unanimous vote.

**(12) COMMUNITY DEVELOPMENT BLOCK GRANT NEIGHBORHOOD REVITALIZATION PROGRAM:** Mr. Poston and Tiffany Henry, Economic Development Director, were present for this item.

Mr. Poston stated the county anticipated applying to the NC Department of Commerce for a 2025 Community Development Block Grant Neighborhood Revitalization (CDBG-NR). The county was seeking to apply for up to \$5,000,000 of the FEMA Declared Hurricane Helene Disaster Area Funding under this grant for Housing Projects. Information on the grant requirements included, benefits to low and moderate income persons, eligible activities and other program requirements, would be available.

The county was committed to providing all citizens with equal access to the CDBG-NR Program, regardless of race, color, national origin, religion, sex, age, familial status or disability and encouraged the opportunity to provide oral and written comments on the county's use of CDBG funds. He requested the Commissioners call for a public hearing on October 21, 2025 at 6:25 p.m., for consideration.

General discussions were held.

**Motion:** Commissioner Smith moved to set a public hearing on October 21, 2025 at 6:25 p.m., as requested. Commissioner Bryson seconded the Motion. Motion carried by unanimous vote.

**(13) RESOLUTION SUPPORTING FUNDING FOR BLUE RIDGE PARKWAY**

**R25-22:** Ms. Henry presenting a resolution to support funding for repairs and strategic implementation of Blue Ridge Rising along the Blue Ridge Parkway. The resolution stated the county endorsed and supported funding or repairs; implementation of the Blue Ridge Rising Strategic Plan; collaboration and support; and coalition creation.

**Motion:** *Commissioner Bryson moved to adopt Resolution R25-22 Supporting Funding for Blue Ridge Parkway, as presented. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.*

**(14) AMERICA 250 COMMITTEE:**

**Motion:** *Commissioner Hooper moved to appoint Beth Parris James to serve on the America 250 Committee. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.*

**Motion:** *Commissioner Bryson moved to appoint Michael Moore to serve on the America 250 Committee. Commissioner Hooper seconded the Motion. Motion carried by unanimous vote.*

**Motion:** *Chairman Letson moved to appoint Amelia Golcheski to serve on the America 250 Committee. Commissioner Bryson seconded the Motion. Motion carried by unanimous vote.*

**(15) SOUTHWESTERN COMMUNITY COLLEGE BOARD OF TRUSTEES:**

**Motion:** *Commissioner Bryson moved to appoint Chairman Letson and Dr. Patrick McGuire to serve on the Southwestern Community College Board of Trustees. 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. He congratulated Zeb Holland, the new Emergency Management Director.

There being no further business, Commissioner Hooper moved to adjourn the meeting. Commissioner Smith seconded the Motion. Motion carried and the meeting adjourned at 8:59 p.m.

Attest:

Approved:

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Angela M. Winchester, Clerk to Board

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Mark A. Letson, Chairman