

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

The Jackson County Board of Commissioners met in a Regular and Organizational Meeting on December 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
Todd Bryson, Vice Chair	Jill Berry, County Attorney Rep. (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) **AGENDA**: Chairman Letson requested to add one item: Charles Elders Event Center Bid Package; and to remove one item: Tuckaseegee Water and Sewer Appointments. Commissioner Hooper moved to approve the amended agenda. Commissioner Smith seconded the Motion. Motion carried.

(2) **MINUTES**: Commissioner Smith moved to approve the minutes of a Regular Meeting of November 18, 2025, as presented. Commissioner Jennings seconded the Motion. Motion carried.

(3) **CHAIRMAN'S REPORT**: Chairman Letson reported he and Commissioner Smith went to the Little Canada Community Center to talk with community members about ideas for renovations of the community center. It was a good meeting.

(4) **COMMISSIONER REPORTS**: Commissioner Bryson announced that after many months of prayer and discussions with his wife and family, he decided he would not run for re-election. He needed to focus more time on his family and new commitments. He planned to serve the remainder of his term. He thanked the county for the opportunity and it had been an honor to serve. This was a tough decision because he loved the county, but for now, he needed to step aside.

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

(a) **School Projects**: SMHS track bids would be opened on December 4th and the Fairview Elementary project would bid out later in January.

(b) **County Administration Building**: The project was set to bid out the first of January.

(c) **Charles Elders Event Center**: The bid opening was held earlier that day for the mechanical/electrical contractor. The item had been added to the agenda for consideration.

(d) **Library**: At that point, the county had spent approximately \$11,000 on the consultants. The consultants had been informed their services were no longer needed since they had received all the information needed. An ad would be placed in the newspaper and on the county website for a Library Director, which would be a Board directed position. They would go through the process in January and have a director in place by February for the transitional planning.

(e) **Cashiers SRC**: He met with McGill and Associates earlier in the day to work on the planning for the project. The grant would go out in January.

(6) PUBLIC COMMENT:

(a) Chris Bogardus requested that the voting site at WCU remain for the students. Also, he provided a copy of the sex-ed book that was being objected to for the Board to review.

(b) Luther Jones stated he sent an email to Chairman Letson asking questions about the appointments made at the November 18th meeting. He did not receive an answer to his questions.

(7) VICE CHAIR: Chairman Letson stated Commissioner Bryson had served as Vice Chair for the past three years.

Commissioner Bryson stated he would be willing to continue to serve as the Vice Chair

Motion: Commissioner Jennings moved to appoint Commissioner Bryson to continue to serve as Vice Chair of the Board of Commissioners. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.

(8) BONDS FOR SHERIFF AND REGISTER OF DEEDS: Ms. Fox stated the amounts of the bonds had not changed.

- Sheriff Bond \$25,000
- Register Deeds \$50,000

Motion: Commissioner Bryson moved to approve the Bonds, as stated. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.

(9) BOARD OF COMMISSIONER RULES AND PROCEDURES POLICY: Mr. King presented the Board of Commissioner Rules and Procedures Policy, with no changes.

General discussions were held.

Carry over to the work session.

(10) COMMISSIONER APPOINTMENTS: Current appointments:

(a) Chairman Letson:

- Health Board
- Juvenile Crime Prevention Council
- Southwestern Rural Planning Organization
- Southwestern Community College Board of Trustees
- Vaya Health County Regional Board

(b) Commission Bryson:

- Cemetery Board
- Emergency Food and Shelter Board
- Road Naming Board

(c) Commissioner Hooper:

- Mountain Projects
- Tourism Development Authority
- Transit Advisory Board

(d) Commissioner Jennings:

- Fire Commission
- Recreation and Parks Advisory Board

(e) Commissioner Smith:

- Council on Aging
- Public Library Board
- Road Naming Board
- Trails and Greenways Committee

Motion: *Commissioner Bryson moved to continue with all appointments as presented. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.*

(11) **CHARLES ELDERS EVENT CENTER BID PACKAGE:** Mr. King presented the bid tally sheet for the Charles Elders Event Center, which was a 24,000 square foot facility in Whittier. The bid was for mechanical and electrical and received the following three bidders:

- (a) Clark & Leatherwood Base Bid \$1,060,000
- (b) Vannoy Base Bid \$1,935,600
- (c) Ryse Base Bid \$1,240,583

He and McElrath Engineering recommended awarding the bid to Clark & Leatherwood in the amount of \$1,060,000. They had originally planned for approximately \$800,000, but were still under the \$100 per square foot overall for the project.

Motion: *Commissioner Bryson moved to award the bid to Clark & Leatherwood in the amount of \$1,060,000, as recommended. Commissioner Smith seconded the Motion. Motion carried by unanimous vote.*

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

(13) **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)(5) Real Property. 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 was a need to add two items for consideration: Harris Regional-DLP Property / Pam's Child Development Offer to Purchase and Contract and T&S Hardwood Property Building Removal.

(14) **HARRIS REGIONAL HOSPITAL-DLP PROPERTY / PAM'S CHILD DEVELOPMENT OFFER TO PURCHASE AND CONTRACT:** Chairman Letson stated the county made an offer to purchase the Harris Regional Hospital property containing Pam's Child Development (PIN# 7642-63-3197), along with an additional building. The offer was accepted in the amount of \$835,000.

The property was going to be sold and Pam could not move her business. The county decided it was crucial to purchase the property in order to keep Pam's operation to provide child care for families in the county.

Motion: *Commissioner Smith moved to approve the Offer to Purchase and Contract with Harris Regional Hospital-DLP, in the amount of \$835,000 for PIN#7642-63-3197, as presented. Commissioner Hooper seconded the Motion. Motion carried by unanimous vote.*

(15) **T&S HARDWOOD PROPERTY BUILDING REMOVAL**: Chairman Letson stated regarding the T&S Hardwood property the county owned, a bid process would be advertised in the newspaper for the removal of the existing buildings.

Motion: *Commissioner Smith moved to advertise the removal of the existing buildings on the T&S Hardwood property owned by the county. Commissioner Jennings seconded the Motion. Motion carried by unanimous vote.*

There being no further business, Commissioner Smith moved to adjourn the meeting. Commissioner Hooper seconded the Motion. Motion carried and the meeting adjourned at 7:01 p.m.

Attest:

Approved:

Angela M. Winchester, Clerk to Board

Mark A. Letson, Chairman