

**MINUTES OF A  
REGULAR MEETING  
OF THE JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
NOVEMBER 5, 2012**

The Jackson County Board of Commissioners met in a Regular Session on November 5, 2012, 2:00 pm, Justice & Administration Building, Room A201, 401 Grindstaff Cove Rd., Sylva, North Carolina.

Present: Jack Debnam, Chairman  
Doug Cody, Vice Chair  
Mark Jones, Commissioner  
Charles Elders, Commissioner  
Joe Cowan, Commissioner

Chuck Wooten, County Manager  
J. K. Coward, Jr., Co. Attorney  
Pat Parris, Clerk to Board

Chairman Debnam called the meeting to order.

**AGENDA:** Chairman Debnam amended the Agenda by adding Request to Schedule Public Hearings for an Elderly and Disabled Operating & Capital 5310 Program Grant and a Community Transportation Program Grant. Commissioner Cowan moved to approve the amended Agenda. Commissioner Jones seconded the Motion. Motion carried.

**MINUTES:** Commissioner Elders moved to approve the Minutes of a Work Session, three Public Hearings and Regular Meeting of October 15, 2012. Commissioner Jones seconded the Motion. Motion carried.

**(1) CHAIRMAN'S REPORT:** Chairman Debnam reported that he and the Commissioners attended two groundbreaking ceremonies earlier today: Groundbreaking Ceremony at Blue Ridge School for the new locker and weight room at 9:30 am and Smoky Mountain High School Fine Arts Center and Gymnasium at 11:30 am.

**(2) COUNTY MANAGER REPORT:** Mr. Wooten reported:

**(a) Regional Building Permit Trend Report:** The report for the period ending September 30, 2012 looks very good for Jackson County when compared against neighboring counties. Jackson lags behind in commercial permits with a total of 18, but the reports reflect a modest increase over the same period from last year. Residential permits were up in 2012 as compared with 2011 and if the fourth quarter is comparable to last year's fourth quarter then there should be an overall increase for the year. Residential permit activity is greater than any other county west of Buncombe. The 2012 activity will not be at the levels of 2010 and before; however, he is cautiously optimistic that there is beginning to be an upward trend in the residential building activity across the county.

**(b) Helen Bryson, Dept. on Aging Director:** Ms. Bryson plans to retire at the end of March 2013 following 23 years of service. She has had a very distinguished career and has guided the growth of senior programs to a point where they are a model for other counties. He recently met with a representative group from the Council on Aging to talk about what they would like to see in a new director. He reassured them that it was his intention to find someone who can continue improving and expanding the programs for seniors. The position will be advertised within the next couple of weeks with the goal of having finalists identified for interviews during the first part of 2013 and a new director be on board following Helen's retirement.

**(c) Work Session:** He requested that a work session be scheduled on November 19<sup>th</sup> at 1:30 pm.

**(d) Community Shredding Program:** A shredding contractor will be in the parking lot of the Justice Center on November 10<sup>th</sup> for citizens to bring documents and other information that they would like to shred rather than just dumping these documents into recycling bins. Hopefully the general public will take advantage of the opportunity to purge their home records that contain sensitive information or personal identification. The program will start at 9:00 am and go until 1:00 pm or until the truck is full.

**(e) Mobile Home Recycling Grant:** Notification has been received approving the county's application to participate in this program. The program was sponsored by Representative Haire. There are several citizens ready to participate in the disposal of obsolete mobile homes.

**(f) Employee Recognition and Holiday Luncheon:** The annual luncheon is scheduled for December 7<sup>th</sup> at the Senior Center.

**(g) Cashiers Sidewalk Project:** The project was re-bid on November 1<sup>st</sup> and the apparent low bidder is Jeff Madden Construction. He hopes to complete the review of the bid and issue a contract soon. The construction period is 45 days.

**(h) ABC Financial Information:** He will be meeting with Mr. Tom Hannon on November 6<sup>th</sup> to review the financial analysis Mr. Hannon prepared relative to an ABC store in Cashiers. He plans to review this information with the NC ABC Commission and continue conversations about establishing a Jackson County ABC Commission.

**(i) East Carolina Dental Clinic:** The transfer of property from Jackson County to the State of North Carolina has been completed. ECU is planning a ground breaking ceremony in the near future.

**(j) Cashiers Recreation Center:** The installation of the flooring has been ongoing for the past week. The building is in the final stages of construction and should be completed by the end of the month.

**(k) Recreation Master Plan:** The updated master planning process for recreation programs has begun. Public forums are scheduled for November 15<sup>th</sup> at the Justice Center and December 5<sup>th</sup> at the Cullowhee Recreation Center. In addition, a survey has been developed and is being distributed. There will also be a link to the survey on the County's Web site.

**(3) CONSENT AGENDA:** Darlene Fox, Finance Director, presented one budget amendment for approval.

**Motion:** *Commissioner Cody moved to approve the consent agenda.*

*Commissioner Jones- seconded the Motion. Motion carried by unanimous vote.*

**(4) ECONOMIC DEVELOPMENT:** Dr Don Tomas, Chairman of the Advisory Committee, gave a brief summary of the “Jackson County Economic Development Strategy” study. The mission of the Economic Development Advisory Committee was to recommend the framework for a new economic development organization and develop a comprehensive economic development strategy that can serve as the foundation for a countywide economic development program. The study includes a county profile, educational resources, SWOT analysis, work plan, new vision and economic development structure options, employment history, infrastructure, and other statistical data. Various options are outlined in the study and a detailed report will be made during an upcoming Work Session.

**(5) WEBSTER METHODIST CHURCH:** Gerald Green, Planning Director, requested that a public hearing be scheduled concerning an Ordinance Designating the Webster Methodist Church as a Local Historic Landmark.

Chairman Debnam scheduled a public hearing on November 19<sup>th</sup> at 5:55 p.m.

**(6) TOURISM DEVELOPMENT AUTHORITY:**

Commissioner Jones stated that some of the comments from the public were very enlightening. Some compromise or changes to the revision that was submitted by the committee should be discussed further. The industry had a document that enhanced the travel and tourism industry and the commissioners have a vision also. There is room for compromise.

Chairman Debnam stated a big step has been made toward establishing a TDA. The committee and commissioners are moving in the same direction, but will need to narrow things down a little more. There is really not that much difference in opinion.

Commissioner Cody thanked everyone who worked on the document for their time and effort. There are some differences, but is looking forward to the potential for growth of the tourism industry. The new TDA will be a stimulus for the tourism industry and will make a positive impact on the county.

Commissioner Elders stated a lot of accomplishments have been and looks forward to finalizing the resolution.

The resolution and potential appointments will be discussed during the November 19<sup>th</sup> work session. Mr. Coward stated that pursuant to the law and statute, action must be taken at the regular meeting on November 19<sup>th</sup> in order for the TDA to become operative on January 1<sup>st</sup>.

Carry over.

**(7) TRANSIT – ELDERLY and DISABLED OPERATING & CAPITAL 5310 PROGRAM GRANT:** Chuck Norris, Transit Director, requested that a public hearing be scheduled.

Chairman Debnam scheduled a public hearing on November 19<sup>th</sup> at 5:45 p.m.

**(8) TRANSIT – COMMUNITY TRANSPORTATION PROGRAM GRANT (CTP):**

Chuck Norris, Transit Director, requested that a public hearing be scheduled.

Chairman Debnam scheduled a public hearing on November 19<sup>th</sup> at 5:50 p.m.

**(9) CASHIERS PLANNING COUNCIL:**

***Motion:** Commissioner Jones moved to appoint Lydia Doyle and Ann M. Austin to 3 year terms on the Cashiers Planning Council. Commissioner Cowan seconded the Motion. Motion carried by unanimous vote.*

**(10) PUBLIC LIBRARY BOARD:**

***Motion:** Commissioner Cody moved to reappoint Tina Jones to a 4 year term on the Public Library Board. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

**(11) RECREATION ADVISORY BOARD:** Jeff Carpenter, Recreation Director, submitted recommendations for members and staggered terms.

***Motion:** Commissioner Jones moved to appoint, for staggered terms, the following:*

<i>David McCoy</i>	<i>Dillsboro/Qualla Park District</i>	<i>2 year term</i>
<i>Kyle Clayton</i>	<i>Sylva/Webster Park District</i>	<i>3 year term</i>
<i>Bill Gross</i>	<i>Cullowhee Park District</i>	<i>1 year term</i>
<i>Dr. Cass Morgan</i>	<i>Western Carolina University</i>	<i>3 year term</i>
<i>Cindi Simmons</i>	<i>Jackson County School District</i>	<i>1 year term</i>
<i>Anna Lippard</i>	<i>Jackson County Public Health</i>	<i>3 year term</i>
<i>Alan Grant</i>	<i>Jackson County Greenway Advisory</i>	<i>1 year term</i>

*Commissioner Cowan seconded the Motion. Motion carried by unanimous vote.*

**Informal Comments by Public:** None

**Press Conference**

There being no further business, Commissioner Jones moved to adjourn the meeting. Commissioner Elders seconded the Motion. Motion carried and the meeting adjourned at 2:55 p.m.

Attest:

Approved:

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Patsy C. Parris, Clerk to Board

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W. J. Debnam, Chairman