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Posted By: Evelyn Baker
Witnessed by: _____

**MINUTES OF A
BUDGET WORK SESSION
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
FEBRUARY 5, 2009**

The Jackson County Board of Commissioners met in a Budget Work Session on February 5, 2009 at 5:30 pm, Room A227, Justice & Administration Building, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Brian T. McMahan, Chairman	Ken Westmoreland, County Mgr.
Tom Massie, Vice Chair	Darlene Fox, Finance Director
Joe Cowan, Commissioner	Evelyn B. Baker, Clerk to Board
William Shelton, Commissioner	
Mark Jones, Commissioner	

Chairman McMahan called the meeting to order and stated the purpose was to discuss capital projects.

(1) Solid Waste Transfer Station: Wayne Sullivan, Design Engineer, Municipal Engineering, presented final designs and stated all permits have been approved and the project should be bid within the next month. Phase I is building a new access road, new scale house and pump station; Phase II is construction of a new 10,000 sf building and the existing building will be used for a recycling center. The new facility will be connected to the sewer system and will accommodate leachate which at present is a “pump and haul” expense. The new facility should meet the county’s needs for a minimum of 20-30 years. One option being studied to cut cost is incorporating the existing Mineral Springs/Balsam SRC into the transfer station site. The construction timeline is eight to nine months at a cost estimate, including sitework, of \$3.9 million. Mr. Sullivan did not recommend advertising grading as a separate bid because of the complexity of the project. This critical need project has been submitted to state/federal agencies as a stimulus package. It was the consensus of the Board that the design engineers proceed with preparation of a bid package.

(2) Sylva Library: Donnie Love, Project Manager/McMillian Smith Architects, presented final exterior and interior designs. The new facility will be 20,000 sf in addition to approximately 9,000 sf in the old courthouse. The plan includes 54 parking spaces. The old courthouse will house the Historical Society, Arts Council and Genealogical Society in addition to conference rooms, a 150/250-seat community room, and small catering kitchen. The third floor of the old courthouse will primarily be used for mechanicals and storage.

The construction timeline is approximately 18 months at a base cost estimate of \$7.6 million which includes renovation/restoration of the old courthouse and 5% for furniture/equipment. Alternates include restoration of the steps/walls to the fountain (\$200,000), terrace (\$150,000) and three skylights or stained-glass skylights with back lighting (\$120,000), for a total estimate of \$8.1 million. Staffing and operation costs have not been determined. This project has been submitted to state/federal agencies as a stimulus package. It was the consensus of the Board that the architects proceed with preparation of a bid package including the alternates.

(3) SCC/SMHS – EARLY COLLEGE BUILDING: Dr. Groves, President, stated SCC is undergoing a significant growth (12% +) period at this time and he anticipates the same enrollment growth to continue for another two to three years. The 9th and 10th grade early college students need some degree of separation from college students. The present facilities are inadequate due to SCC's growth combined with the rapid enrollment in the early college program. He stated the construction cost for a 6,000 sf building on the Macon Campus for its early college program, which would be adequate for the Sylva Campus, was less than \$900,000 exclusive of furniture. This project will be considered during the budget process.

(4) SYLVA FIRE STATION EXPANSION: Chris Carter, Interim Town Mgr., presented the 8,200 sf design which includes a second floor, elevator, kitchen, living quarters for two firemen (which will be used as offices until the need arises), and meeting room. The estimated cost including sitework and 16-space parking is \$2,383,160. An Interlocal Agreement for the county to cover principal and interest payments is required by the Local Government Commission in order for the town to secure a loan. This critical need project has been submitted state/federal agencies as a stimulus package. It was the consensus of the Board that Sylva prepare bid packages (one for sitework and one for construction).

(5) BOARD COMMENTS: Commissioner Massie suggested that a formal capital projects process be implemented which includes annual applications, cost estimates, funding sources, ongoing maintenance costs, operating and personnel expenses. Capital projects would then be prioritized, subjectivity reduced and staff would have sufficient opportunity to evaluate each project. This process would assist the county in drafting a 10-year capital improvement plan.

At 9:15 p.m., Chairman McMahan recessed the work session until 5:00 p.m. February 12.

Attest:

Approved:

Evelyn B. Baker, Clerk to the Board

Brian Thomas McMahan, Chairman

