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Time Posted: _____
Posted By: Evelyn Baker
Witnessed By: _____

**MINUTES OF A WORK SESSION
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
AUGUST 1, 2011**

The Jackson County Board of Commissioners held a Work Session on August 1, 2011 at 4:00 p.m., Justice & Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Jackson County:

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

Chuck Wooten, County Manager
Evelyn Baker, Clerk to Board
J. K. Coward, County Attorney

Chairman Debnam called the work session to order and stated the purpose was to receive findings from Odell Thompson, Architect, concerning office spaces in the former Southern Lumber Bldg., discuss the buildings at Mark Watson Park and other county property.

(1) **SOUTHERN LUMBER BLDG. OFFICE SPACE**: Odell Thompson presented two office designs for the Housing Dept., Board of Elections, Soil & Water Dept., Veterans Office, and Cooperative Extension Office. Two meeting rooms, one break room and bathrooms would be shared by the five offices. The design for Option #1 depicts two corridors with an “atrium” skylight. Option #2 depicts one corridor with a skylight the entire length.

He stated that in order to separate the two halves of the building with a fire separation wall would cost an estimated \$20,000-\$30,000. A sprinkler system for the entire building would cost approximately \$50,000-\$70,000 and would negate the need for a fire wall. He recommended that windows be placed in all outside walls and a facelift for the main entrance. The estimate for renovation of the approximate 13,879 sf is \$1.325 million and includes a sprinkler system, structural modification for a skylight, entrance facelift, and site work.

Currently the county is leasing space for the Housing Dept. and Veterans Office in the Han Building at a cost of \$40,000/year. Soil & Water Dept. and Cooperative Extension are in the Health Dept. Bldg. and the Board of Elections is in the Justice Center. All of those departments including the Health Dept. have requested additional space.

(2) **MARK WATSON PARK - ROCK BUILDING**: Mr. Wooten stated he met with a local contractor and the county maintenance supervisor on site to ascertain if the old rock building could be renovated for a new Emergency Management Dept. The contractor concluded the building and storage building are beyond repair should be torn down. A new facility could then be constructed for the Emergency Management Dept. The building will be evaluated for lead paint and asbestos.

(3) COUNTY REAL PROPERTY: Mr. Wooten stated the county owns three commercial tracts which should be placed on the market. The properties were recently appraised as follows:

- (a) 1.50 acres on W. Main St./Wilkes-Crescent Dr.- \$185,000
- (b) 1.50 acres in front of the Clearwood Bldg. in Whittier - \$39,000
- (c) 1.48 acres in Jackson Plaza - \$250,000

The Board will need to determine if the county is willing to pay a portion of the sales commission. Chairman Debnam stated it would not be out of the ordinary to pay less than the standard sales commission rate. It was the consensus to advertise the three tracts on the county web site and make a determination about a sales commission when an offer is made.

There being no further comments, Commissioner Cowan moved to adjourn the work session. Commissioner Elders seconded the Motion. Motion carried and the work session adjourned at 5:00 p.m.

Attested By:

Approved:

Evelyn B. Baker, Clerk to Board

W. J. Debnam, Chairman