

**MINUTES OF A  
REGULAR MEETING  
OF THE JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
APRIL 19, 2022**

The Jackson County Board of Commissioners met in a Regular Session on April 19, 2022, 1:00 p.m., Justice and Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Brian McMahan, Chairman  
Boyce Deitz, Vice Chair  
Mark Jones, Commissioner  
Tom Stribling, Commissioner  
Gayle Woody, Commissioner

Don Adams, County Manager  
Heather C. Baker, County Attorney  
Angela M. Winchester, Clerk to the Board

Chairman McMahan called the meeting to order.

**(1) LAW ENFORCEMENT OFFICERS WEEK AND PEACE OFFICERS MEMORIAL DAY PROCLAMATION:** Commissioner Woody read a Proclamation declaring May 15<sup>th</sup> - 21<sup>st</sup> as Law Enforcement Officers Week and May 15<sup>th</sup> as Peace Officers Memorial Day. Commissioner Stribling moved to approve the Proclamation. Commissioner Jones seconded the Motion. Motion carried.

Sheriff Hall expressed appreciation to the Board for recognizing the hard work of the men and women in law enforcement. They were fortunate that there were men and women who were willing to step up and serve their community and he was proud to serve with them.

He recognized the Law Enforcement representatives in attendance from the Jackson County Sheriff's Office, Sylva Police Department, Western Carolina University Police Department and the North Carolina Wildlife Resources Commission.

**(2) SHERIFF'S OFFICE RECOGNITION AWARD:** Sheriff Hall stated he wanted to take the opportunity to recognize the service provided to the citizens of the county by the men and women of the Sheriff's Office. They were excited to have Officer Steve Davis in attendance.

Chief Matt Wike stated that Officer Steve Davis had worked for the county for 20 years, with six years in housekeeping and 14 years with the Sheriff's Office. Captain McCoy had nominated Officer Davis for the Medal of Honor because of the work that he had done on February 22, 2022.

Officer Davis was doing his ordinary duties in the detention center checking on inmates and in the course of doing this work, he came across an inmate attempting to commit suicide. Officer Davis sprang into action and saved the inmate's life by administering first aid and summoning EMS to the jail. His actions that day saved a life.

This was an ordinary task, but an extraordinary event because of what Officer Davis did. They were thankful for Officer Davis being committed to his job and to caring for the people in their custody in the jail. They felt his actions deserved special recognition. On behalf of the Sheriff, a service award was presented to Officer Davis.

**(3) AGENDA:** Commissioner Woody requested to add one item: County Home Monument. Commissioner Jones moved to approve the amended agenda. Commissioner Woody seconded the Motion. Motion carried.

(4) **MINUTES**: Commissioner Jones moved to approve the minutes of a Regular Meeting of April 05, 2022, as presented. Commissioner Stribling seconded the Motion. Motion carried.

(5) **CHAIRMAN'S REPORT**: Chairman McMahan stated that there were a lot of roadside litter pickups going on with Cleaning Up the Mountains over the past week. He encouraged everyone to find a group to join or pickup in their own community to be involved to help make a difference in the county.

(6) **COMMISSIONER REPORTS**:

(a) Commissioner Stribling stated that he, along with Commissioner Woody, attend the Phil Haire Dedication for the AWAKE Child Advocacy Center. It was a great event. Also, he started working with a group that helped repair driveways that had been washed out that people could not afford to fix.

(b) Commissioner Jones stated that as they saw the mountains greening up, he reiterated the importance of Cleaning Up the Mountains. Also, the pull-offs that Dick Darnall spoke about at a previous meeting did need repair and were dangerous. He requested staff to contact NCDOT or for the county to provide gravel in those locations.

(b) Commissioner Woody reiterated that they were just starting the two week Cleaning Up the Mountains campaign. They had great partners working with them and there were dedicated groups in many areas of the county. They were very pleased with the citizens stepping up and taking on that responsibility. She urged everyone to join in. She thanked Chad Parker, Public Works Director and his staff for being on the front line of getting supplies out to citizens to help them do a safe job with litter pickup.

(d) Commissioner Deitz thanked Chairman McMahan for giving him the opportunity to speak on his behalf for the county and the Board at the SCC Health Sciences Building opening. He enjoyed it and there was a really good crowd and a lot of very proud people. The county was lucky to have this facility. Citizens could go to school for twelve years in a good public school system, attend a great community college in SCC and then go on up the road to get their doctorate, if they so wished.

(7) **COUNTY MANAGER REPORT**: Mr. Adams stated that he did not have a formal report, but wanted to bring a few items to the Board's attention:

(a) **Western North Carolina Fire Fighter's Association**: The Cullowhee Fire Department would host the Western North Carolina Fire Fighter's Association on April 20<sup>th</sup> at 5:30 p.m. The Commissioners were welcome to attend.

(b) **Golden Leaf**: Previously, he brought information to the Board regarding the Golden Leaf Community Based Grants Initiative. The process required whoever wished to apply for the grants to go through the County Manager. His job was to vet projects and make sure they would be competitive since this was a regional competitive grant process. They were eligible to receive up to \$1.5 million within the community.

Projects were submitted from Westbridge Vocational (formerly Webster Enterprises) and Southwestern Community College. Southwestern Community College received \$777,337 to go towards buying additional equipment for the Health Sciences Building, workforce training and a community clinic operation within the facility. Westbridge Vocational received \$628,000 to expand manufacturing with additional equipment, which would add 25 jobs at an average of \$14 per hour. Both organizations put a lot of work into the grant process.

(c) **Meeting Calendar**: He provided the Board with a copy of the tentative meeting calendar detailing upcoming budget meetings. There may be a need to schedule additional budget meetings.

(8) **INFORMAL COMMENTS BY THE PUBLIC**: Margo Capparelli stated that she was the founder of Equinox Ranch, which was a program for combat veterans in Cullowhee. They had been transforming the old Cotton Robinson place into a ten-bedroom, handicapped accessible facility with the help of a lot of people and companies. The program consisted of two one-week sessions. She wanted everyone to know they were open. She invited the Commissioners to come out for a tour.

**(9) CONSENT AGENDA:**

(a) Darlene Fox, Finance Director, presented the Finance Report for March, 2022 and a Budget Ordinance Amendment for fiscal year ending June 30, 2022, for approval.

(b) Brandi Henson, Tax Collector, presented the Tax Collector and Refund Reports for March, 2022, for approval.

***Motion:*** Commissioner Woody moved to approve the Consent Agenda. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.

**(10) REZONING REQUEST – CULLOWHEE PLANNING DISTRICT:** Anna Harkins, Planner I, stated that the Planning Department received an application from DT Ventures II, LLC, requesting a Zoning Map Amendment for 3264 Old Cullowhee Road (PIN #7559-45-1434) and a portion of the adjoining property (PIN #7559-45-2354). The request was to rezone the subject properties from Institutional to Commercial.

The Cullowhee Planning Council and the Planning Board both unanimously recommended that the Commissioners consider approval of the proposed map amendment. She requested that the Board of Commissioners set a public hearing to consider this Map Amendment request on May 3<sup>rd</sup> at 5:55 p.m.

Commissioner Jones asked if there were any objections at the Cullowhee Public Hearing?

Ms. Harkins stated no, there were no objections.

***Motion:*** Commissioner Deitz moved to set a public hearing on May 3<sup>rd</sup> at 5:55 p.m. for the Map Amendment, as requested. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.

**(11) WEBSTER SOFTBALL FIELD AND FACILITIES LEASE WITH THE BOARD OF EDUCATION:** Rusty Ellis, Parks and Recreation Director, stated that he previously discussed this item with the Board about the possibility of creating a small community park in Webster. He met with Jake Buchanan, Assistant Superintendent of Schools, the school attorney and Ms. Baker.

He presented a lease agreement between the Board of Education and the county to lease the Webster softball field and facilities in order to create a small community park. This would be the same agreement as they had for the Fairview Complex. The agreement would be for 25 years, ending on June 30, 2047. The county would assume all responsibility of taking care of the field, which the county already did. The difference would be that county park attendants would have restrooms and facilities cleaned and opened for the public to utilize.

Commissioner Jones inquired about the inclusive playground equipment for this site?

Mr. Ellis stated they submitted a grant for the equipment.

Commissioner Woody stated that she appreciated Mr. Ellis' efforts on the grant. There was a short turnaround on a possibility through a Lowes Grant. Mr. Ellis' department worked hard on the application to meet the deadline. They were hopeful they would receive the funding for the equipment.

***Motion:*** Commissioner Woody moved to approve the Webster Softball Field and Facilities Lease Agreement with the Board of Education, as presented. Commissioner Stribling seconded the Motion. Motion carried by unanimous vote.

**(12) COOPERATIVE EXTENSION SALARY REQUEST:** Rob Hawk, Cooperative Extension Director, stated that in April of 2019, the NC State Extension initiated a new Career Ladder for Extension Agents across the state. It was their intention to follow that process to address low salaries for County Extension Directors and County Operations Support Staff. Due to lack of an approved state budget and HR restrictions caused by COVID, they were unable to implement these raises.

With the new state budget and lifting of HR restrictions, they could now implement these much deserved increases. The plan was to enter these increases effective June 1, 2022. The amount requested annually for the County Extension Director was \$1,242.35 (30% Jackson County match, 20% Swain County match to equal the 50% from the state). The amount requested annually for the Administrative Assistant was \$1,751.32 (50% match with the state).

Commissioner Deitz stated that Mr. Hawk and his staff did a great job. They were very important to the county and were very helpful.

***Motion:*** *Commissioner Deitz moved to approve the Cooperative Extension Salary Adjustments, as requested. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.*

**(13) REGISTER OF DEEDS REFUND:** Ms. Baker stated that 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 \$20.00 in revenue when it should have been \$0.00. The request was for a refund of \$20.00. They had complied with the law by filing a corrective deed and making written request to the Board of Commissioners for approval.

***Motion:*** *Commissioner Jones moved to approve the refund in the amount of \$20.00, as requested. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.*

**(14) OFFER TO PURCHASE AND CONTRACT FROM JENNINGS AND RESOLUTION R22-03:** Ms. Baker presented an offer she received from Michael Marvin Jennings for Lot E, Big Ridge Road, containing 1.14 acres in Hamburg Township (PIN#7575-81-1253) for \$1,625.00. If approved, this would be published in the newspaper for the upset bid process.

***Motion:*** *Commissioner Jones moved to approve Resolution R22-03, as presented. Commissioner Stribling seconded the Motion. Motion carried by unanimous vote.*

**(15) OFFER TO PURCHASE AND CONTRACT FROM HOOTLA, INC. AND RESOLUTION R22-04:** Ms. Baker presented an offer she received from HOOTLA, Inc. for Lot 13, Milk Sick Cove, containing 2.85 acres in Cullowhee Township (PIN#7547-81-3345) for \$1,500.00. If approved, they would send letters to all of the adjoining property owners. This would also be published in the newspaper for the upset bid process.

***Motion:*** *Commissioner Deitz moved to approve Resolution R22-04, as presented. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.*

**(16) BRIDGE NAMING REQUEST:** Mr. Adams presented a request to the Board to name the bridge in Dillsboro “The Wade and Becky Wilson Bridge”. He presented all of the information required for the NCDOT application. Also, the Town of Dillsboro adopted a resolution of support on August 09, 2021. This request would also require the county to adopt a resolution in support. The family had agreed to pay the \$2,000 fee associated with the request. If the Board chose to move forward, all of the elements had been checked off for the application requirements.

*Carry over.*

**(17) BUDGET REQUESTS FY2022-23:** Mr. Adams stated that he and Ms. Fox had been meeting with all of the departments and operations and would continue to do so over the next couple of weeks.

Ms. Fox provided the Board with an updated summary of budget requests:

**(a)** Capital Outlay Detail total of \$2,084,906.92.

- (b) Capital Improvements Detail total: \$3,859,417.31
  - General Fund total: \$1,105,417.31
  - Conservation Preservation Recreation Fund total: \$2,702,500.00
  - Greenway Fund total: \$51,500.00
- (c) Personnel Requests total \$123,415.27
- (d) Nonprofits list total \$645,255.00. She noted that there was one new nonprofit request from Rolling Start NC for \$8,400.00

General discussions were held.

Chairman McMahan stated that a year ago, they had discussions about funding some of the nonprofit request using recovery funds. They discussed developing an application for organizations to submit requests for funding. They went through an educational process about what they could or could not use the funding for. They had earmarked some of the funds for emergency service programs that benefited the community. If there were special one-time requests for items such as capital improvements, they may want to consider funding out of the other source.

Mr. Adams stated there were some requests above and beyond the list that was provided, such as for the AWAKE facility. He also noted, that they had not yet received the request from the Board of Education. He previously mentioned to the Board that there would be a significant request from the Board of Education regarding a mandate from the state requiring all non-instructional staff make \$15 per hour minimum or receive a 2.5% pay increase.

*Informational item.*

The Board took at ten-minute recess.

Chairman McMahan called the meeting back to order.

**(18) SAFETY DISCUSSIONS:** Paige Dowling Sylva Town Manager and Mike Beck, Sylva Fire Chief, were present for this item.

Mr. Adams provided information to the Board regarding potential funding methodology for the safety requests. He also provided an overview of the requests presented to the Board at the March 10<sup>th</sup> special called budget meeting:

- (a) Glenville-Cashiers Rescue Squad:
  - Building Construction: up to \$4,500,000
  - Reimbursement for grading, etc.: \$350,000
  - Raises for employees: \$289,676

(b) Sylva Fire Department. The Town of Sylva requested the department go full-time. The necessary personnel budget:

- Total Budget: \$1,393,933
- Cost of Personnel: \$805,255
- Amount needed from the county: \$1,171,728

(c) He provided the following information for fire and rescue expenditures/revenue:

New Funding Request:		County GF Tax Rate
Sylva-personnel	\$805,255.00	
Sylva shortfall	<u>\$69,300.00</u>	
Total additional requested from Sylva	\$874,555.00	<b>0.7512</b>

(d) Earlier in the year, the Board approved EMS raises for Harris. The request was for \$237,690.00. Budget and tax rate to provide additional EMS and Rescue services:

		<b>Tax Rate</b>
Harris contract wage increase	\$237,690.00	
Glenville-Cashiers Rescue wage increase	\$289,676.00	
Loan - GCR building project		
\$4,500,000 @ 4.5% for 20 years	\$343,596.40	
Previous allocation for building project (debt service)	( <u>\$147,687.00</u> )	
<b>Total expenditures for new ambulance and rescue expense</b>	<b>\$723,275.40</b>	<b>0.6212</b>

(e) Budget and tax rate to provide additional Fire and Rescue services:

		<b>Tax Rate</b>
Harris contract wage increase	\$237,690.00	
Glenville-Cashiers Rescue wage increase	\$289,676.00	
Loan - GCR building project		
\$4,500,000 @ 4.5% for 20 years	\$343,596.40	
Previous allocation for building project	( <u>\$147,687.00</u> )	
<b>Total expenditures for new ambulance and rescue expense</b>	<b>\$723,275.40</b>	<b>0.6212</b>
<b>Total Sylva request for fire services</b>	<b>\$874,555.00</b>	<b>0.7512</b>
<b>Total funds/taxes needed for requests</b>	<b>\$1,597,830.40</b>	<b>1.3724</b>

These options were assuming the Board wanted to look at general fund taxation. There had been a discussion about funding in a service district. He provided information if they looked at creating a Sylva Service District and taxed that district only for this request.

(f) Sylva Fire District:

<b>Sylva Fire District</b>		<b>County GF Tax Rate</b>
Tax Value of \$1,361,519,471 1 cent @ 98.83% collection rate = \$134,559		
Estimated Costs and Fire District Tax Rate if Towns continued funding		
Total Operations:	\$1,393,933.00	
Less Town Revenue Sources	( <u>\$222,205.00</u> )	
<b>Total Sylva District</b>	<b>\$1,171,728.00</b>	<b>8.7079</b>
Estimated Costs and Fire District Tax Rate of Towns stopped funding		
<b>Total Sylva District proposed budget and tax rate</b>	<b>\$1,393,933.00</b>	<b>10.3593</b>

Mr. Adams stated that these were the initial thoughts about a general fund tax and also a service district tax specific to the fire department. He requested direction from the Board.

Chairman McMahan stated that he recently had conversations with Chief Beck. In the current budget, the county had two paid positions that worked at the Sylva Fire Department that the county funded. The new request for twelve staff members was taking into consideration that those two people currently working would become town employees. He inquired if that had been factored into the cost shown?

Mr. Adams stated that he would do further research, but that could reduce the amount.

Chairman McMahan stated that the Board already approved the increased funding for the Harris contract, which had already gone into effect. The three items they had not approved were:

- Glenville-Cashiers Rescue wage increase
- Glenville-Cashiers Rescue building
- Sylva Fire Department request

Before they moved forward, was there a desire to find a way to fund these requests? If they wanted to fund the requests, they would have to do further research for funding. The County Manager provided several options, but there were also others.

This was a part of a larger conversation. They knew they had the school system coming with a large request. Also, the swimming pool would be added on to the tax base request. This item was just one part of a bigger picture. They would have to figure out if they could afford this, was it something that was needed and if they wanted to do it, could they make it happen in that year.

Commissioner Stribling asked if instead of getting 12 people for Sylva Fire, could they start with six and then get six more in the next year?

Chairman McMahan stated they had to have a certain number of members on a shift to be able to function in the way it had been designed. Cashiers and Cullowhee both started with eight to have two people per shift.

Chief Beck stated that eight would be a minimum.

Ms. Dowling stated that eight would run a 24/48 shift. Ten would run a 24/72 shift, which was why they recommended that shift because they could get the additional personnel without paying for overtime or part-time.

Commissioner Deitz asked who would decide who would get the job?

Ms. Dowling stated that the Town Manager would decide.

Commissioner Deitz stated that these individuals would need to have the physical and mental training to fight fires and save lives. He thought there should be very rigid qualifications to do these jobs. It took a lot of stamina and strength to do these tasks.

Chairman McMahan stated that other full-time paid fire departments had different hiring criteria. He felt sure one would be that they would want fire fighters that were state certified. It was much more stringent to be a paid, full-time, professional fire fighter than it was to be a volunteer on any department.

General discussions were held.

Commissioner Jones stated there had been some discussions regarding service districts for rescue squads throughout the county. Could they combine rescue with Sylva Fire for a service district in the county without the Cashiers Fire District?

Mr. Adams stated that he and Ms. Baker discovered over the last several weeks that the answer would be based on specific circumstances. There were restrictions for countywide service districts. The only way to do this and meet statutory law would be to exclude municipalities from the service district.

They could not have a single service district to cover everyone. If they took fire out and discussed general terms of rescue, it could be two districts. If they had a countywide district for rescue and EMS, it would have to exclude municipalities.

The municipalities would have to consider adopting a resolution to allow overall taxation to the municipalities. Technically, they could set up a district for both, but adding fire would become very complicated. If they did a fire tax, they would have to look at different fire districts throughout the county.

Ms. Baker stated that the North Carolina Constitution required citizens to be taxed equally. They had to have the same tax across the board. An exception to this was a service district. They could only do a service district if there was no countywide way to do it. If they were talking countywide, they could do that by raising the general tax. An exception to this would be a service district, which would allow them to tax for a service for that specific district.

General discussions were held.

Mr. Adams stated that if they separated rescue from fire, there was potential there. It would have to be a northern and southern conversation. They would still need the municipalities to participate on the northern end. They would have to pass a resolution stating they allowed this to occur within the municipality. It would not appear to be their tax, but they would have to be willing to participate. He thought if they looked at fire, they would have to start looking at individual service districts.

Chairman McMahan stated that they had tried to avoid the individual service districts because of the burden it placed on taxpayers. They always tried to do what they could in order to lessen the burden. He inquired about fire tax numbers from neighboring jurisdictions.

Mr. Adams provided last year's information put together by Michael Forbis, Fire Marshall. As the Chairman mentioned, they were trying to avoid the inequities of having ten cents in one community and three cents in another as in other counties. Whether it be fire or rescue, if the Board wished to continue these conversations as a potential choice, these were the requirements:

- The service district would have to be defined.
- The Board would have to make certain findings based on statutory requirements.
- The Board would hold a public hearing, which would require a week's notice in the newspaper.
- A mail notice had to be sent out to everyone in the service district four weeks prior to the public hearing.

If the Board wished to consider any version of a service district, May 10<sup>th</sup> would be the deadline to make a final decision in order to proceed forward. They would need to postmark the mailings four weeks prior to a public hearing on June 21<sup>st</sup>.

Chairman McMahan stated that the easiest solution to fund the request, at that point, would be to make an adjustment to the overall county tax rate. To provide enough funds for the requests, it would require a 1.37 cent increase. He asked Mr. Adams if there were any other funding mechanisms to look at to pay for the potential services.

Mr. Adams stated that he was only aware of the general fund or a version of a service district.

Commissioner Jones stated that he would like to explore the north-south consideration for the rescue component.

Mr. Adams stated that he was basing information on utilizing Cashiers-Glenville Fire Department service area as the rescue service area, but they did not match exactly. Generally speaking, he was using approximately 55.5% for the southern end and 44.5% for the northern end. The northern end was approximately 1.976 and the southern end was approximately 1.967.

There was approximately a \$10,000 difference in cost for northern and southern. This was assuming that all of the municipalities would agree to participate. The southern end would look at an approximate 3.1 service tax and the northern end would be an approximate 3.8 service tax. This would not reduce the general fund tax. This would be for all of the additional costs.

General discussions were held.

Commissioner Jones emphasized the importance of the mutual aid agreements between all of the fire departments.



Chairman McMahan stated that he thought there were some questions they wanted to see additional answers and numbers for. He polled the Board to see their willingness to continue dialogue and look further at the numbers.

Was there a general understanding and approval of this concept, along with continuing to look at it further before making a final decision? If there was no consensus among the Board on these items individually, then staff did not need to continue with research. If there was a consensus that they did want to continue to look at this and find a way to fund it, then that would empower staff to gather additional information and come back to the Board to make hard decisions on how they would fund these requests.

**Consensus:** *Continue conversations on the Glenville-Cashiers wage increase and loan payment.*

**Consensus:** *Continue conversations on the Sylva Fire Service to include information with eight and ten paid members as well.*

Commissioner Deitz stated that he had done further research on this item. He felt that it was something they needed to do and would be good. This conversation showed how difficult it was when someone made a request of the Board. It was not always easy to say yes. They had to find ways to pay for the requests. They had to decide if they wanted to charge the taxpayers more to do this. He wanted to look at a way to do this first class so they could all be proud of it. This should not be political. It should be about an alarm going off and people answering the call that they knew could handle the situation.

Chairman McMahan stated that he thought they all felt the same way.

Mr. Adams stated that with the consensus to move forward with continued conversations about the fire department, was there a consensus about a service tax for the fire department? He would bring back information based on eight, ten and twelve employees with three proposed general fund tax rates. Did the Board wish to continue any conversations as far as a service tax?

Chairman McMahan stated that concerning the fire request, he would not want to do the fire district. He would rather find a way to incorporate it into the general fund for two reasons. He thought that based on conversations they all had, fire department response was more countywide because of the required mutual aid. They were responding to other parts of the county, so it was fair for all citizens to share the cost to make sure all departments were strong. Also, they were all aware that they wanted to lessen the impact and the burden on the taxpayers. He was in favor of the general fund approach and not having fire districts.

**Consensus:** *In favor of the general fund approach and not have fire districts.*

**Consensus:** *In favor of the general fund approach for the new ambulance and rescue expenses.*

**(19) MEETING SCHEDULE:** Mr. Adams stated there were some conflicts with some of the upcoming budget dates. He requested to move the Thursday, May 19<sup>th</sup> and Friday, May 20<sup>th</sup> special budget work session dates to Monday, May 23<sup>rd</sup> and Tuesday, May 24<sup>th</sup> at 8:30 a.m.

**Motion:** *Commissioner Woody moved to change the May 19<sup>th</sup> and 20<sup>th</sup> special budget work session dates to May 23<sup>rd</sup> and 24<sup>th</sup> at 8:30 a.m., as requested. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.*

**(20) COUNTY HOME MONUMENT:** Commissioner Woody stated that Bill Crawford, who had served as the head of the Genealogical Society and the Historical Society, had a monument that was in front of the old County Home. He requested that the monument be erected at the cemetery that the county owned and maintained. Mr. Crawford requested permission for the county's grounds crew to assist him with putting the monument up. The monument listed the County Commissioners at the time the County Home was built in 1924.

Mr. Adams stated there was a Cemetery Board that helped to provide oversight to this cemetery. Randy Cabe, County Landscaping Supervisor was in charge of helping to maintain the area.

Ms. Baker stated that the Cemetery Board existed for this cemetery. Mr. Cabe was also on the Cemetery Board and was aware. She thought it would be good to go before the Cemetery Board and then they could take the next steps necessary.

Commissioner Woody stated she would forward the information to Mr. Adams to work it all out to move forward.

*Informational item.*

**(21) FINAL OFFER FOR LOTS:** Ms. Baker stated that on December 07, 2021, the Board approved the initial bid from Divine Consulting, LLC of \$2,000.00 for:

Lot 46, Phase 2, River Rock (PIN #7556-84-2919)

Lot 57, Phase 2, River Rock (PIN #7556-75-9085)

Lot 77, Phase 4, River Rock (PIN #7556-54-7333)

Lot 86, Phase 4, River Rock (PIN #7556-55-5241)

The offer was upset and the final bid was for \$7,552.00 from Divine Consulting, LLC. This had been advertised for ten days with no further upset bids. She requested approval of the final bid, which was \$7,552.00.

***Motion:*** *Commissioner Woody moved to approve the offer for the final bid of \$7,552.00 for Lot 46, Phase 2; Lot 57, Phase 2; Lot 77, Phase 4; and Lot 86, Phase 4 of River Rock, as presented. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.*

**(22) RESOLUTION ON STATEWIDE WORKFORCE BOARD REALIGNMENT R22-05:** Mr. Adams stated that at a previous meeting, it was requested that the Board adopt a resolution to formally request to retain its current designation, geographic boundary and appointed entities to carry out WIOA programs and activities.

***Motion:*** *Commissioner Woody moved to approve Resolution R22-05, as presented. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.*

**(23) OFFER TO PURCHASE AND CONTRACT FROM FARM DOGS, LLC AND RESOLUTION R22-06:** Ms. Baker presented an offer she received from Farm Dogs, LLC, for 653 Scotts Creek Road, Sylva (formerly Tuckasegee Mills), containing 7.43 acres in Sylva City Township (PIN#7642-73-7377) for \$743,970.00. This would also be published in the newspaper for the upset bid process. She also noted that a 5% deposit was being held as well. She inquired if the Board wished for staff to send letters to adjoining property owners since this was not a tax foreclosure.

Chairman McMahan stated that he did not believe there was a need to send letters to adjoining property owners.

***Motion:*** *Commissioner Deitz moved to approve Resolution R22-06, as presented. Commissioner Stribling seconded the Motion. Motion carried by unanimous vote.*

**(24) ABC BOARD:**

***Motion:*** *Commissioner Jones moved to reappoint Thomas Albert to another three-year term on the ABC Board. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.*

***Motion:*** *Commissioner Jones moved to reappoint David Noland to another one-year term as Chair of the ABC Board. Commissioner Stribling seconded the Motion. Motion carried by unanimous vote.*

Chairman McMahan noted that this was a joint appointment with the Town of Sylva. This request would go before the Town Board for approval as well.

(25) **HISTORIC PRESERVATION COMMISSION**: *Carry over.*

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

(27) **CLOSED SESSION**:

**Motion**: *Commissioner Woody moved that the Board go into closed session pursuant to G.S.143-318.11(a)(5) Real Property. Commissioner Jones seconded the Motion. Motion carried.*

Chairman McMahan called the regular meeting back to order and stated that no action was taken in closed session.

There being no further business, Commissioner Stribling moved to adjourn the meeting. Commissioner Jones seconded the Motion. Motion carried and the meeting adjourned at 4:57 p.m.

Attest:

Approved:

\_\_\_\_\_  
Angela M. Winchester, Clerk to Board

\_\_\_\_\_  
Brian Thomas McMahan, Chairman