

**MINUTES OF A  
REGULAR MEETING  
OF THE JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
JUNE 21, 2022**

The Jackson County Board of Commissioners met in a Regular Session on June 21, 2022, 1:00 p.m., Justice and Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

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

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

Chairman McMahan called the meeting to order.

(1) **AGENDA**: Commissioner Woody moved to approve the agenda. Commissioner Stribling seconded the Motion. Motion carried.

(2) **MINUTES**: Commissioner Stribling moved to approve the minutes of a Budget Work Session of May 23, 2022; a Budget Work Session of May 24, 2022; and a Budget Work Session of June 06, 2022, as presented. Commissioner Jones seconded the Motion. Motion carried.

(3) **CHAIRMAN'S REPORT**: None.

(4) **COMMISSIONER REPORTS**:

(a) Commissioner Woody mentioned how lovely the red, white and blue flowers were in front of the old courthouse. She thanked staff for working so hard on that.

(b) Commissioner Stribling stated that he attended the Elder Abuse Awareness Walk at the Department on Aging. It was a great event and it went well.

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

(a) **May Zoning and Building Permits**: He provided a report that listed the zoning district (if applicable), the owner/business name, the work permitted and the location of the project. The Planning Department issued one commercial zoning permits and one renovation/addition zoning permit. Code Enforcement issued four commercial permits and four renovation/addition permits.

(b) **NCDOT Division 14 Project Development and Construction Progress Reports**: He shared a list of projects for the county. He noted that Skyland Drive sidewalk project did not receive any bids. The new Let Date would be November 8, 2022. They would try to package this project with other sidewalk projects. Also, the Great Smokey Mountains Expressway from US 441 Gateway Interchange to SR 1391, West Piney Road, modernization project had a Let Date of December 15, 2026.

Chairman McMahan stated there was a prioritization process with DOT, the RPO and elected leaders from each of the municipalities in the county at the RPO District Meeting. A list was presented at the last RPO meeting in May. In a few months, they would go through the list and vote on prioritization.

DOT had some funding reductions, so that had huge implications on what would get funded. R5600 and the sidewalk project would be funded because they were already in right-of-way acquisition. Beyond that, they would start getting into some unknowns. He would keep the Board up to date as they went along.

**(c) NCDOT Letter – Safety Concerns on US Highway 74:** Mr. Adams stated that this was a follow up from a concern of Commissioner Deitz and the Board requesting a letter to DOT recognizing safety issues in this corridor. He shared a letter to Dirk Cody, NCDOT Board of Transportation Representative. The letter stated that this section of highway had seen an alarming number of crashes in recent years. In the past five years alone, there had been six fatalities and 13 serious injuries between Dillsboro and the US 441 Gateway Interchange.

The county believed that the R-5907 project was critical to improving safety and mobility, not just for Jackson County residents, but for all travelers throughout southwestern North Carolina. It was requested to retain full funding for this project and to be reprioritized. Knowing it would take many years to implement the full-scale project, the Board requested immediate, smaller scale safety improvements to better address the most critical concerns to hopefully save lives until the R-5907 project could be built.

**(d) Construction Projects:**

- Animal Rescue Center / Green Energy Park: The contractor completed storm sewer installation and the concrete sidewalks and patios were being installed. Once sidewalks were completed, then the final grade and pavement could be applied to the site. This should be finalized in the months of July and August. The majority of the concrete upper paths were completed and the contractor was installing dog park fencing. These items should be completed in the month of July. The facility itself was 80-85% complete. The contractor would be working on finishes in the months of July and August. The furniture was scheduled to arrive in early August. The anticipated move in would be late August to early September.
- The Fairview Press Box, Concession and Restroom: Construction would be completed on schedule. The contractor was working on fixing a small punch list of items to repair. The facility would be in full use by the end of June.
- The county was going through the process of requesting architectural qualifications for two recreation projects:
  - Splash pad at the Cashiers-Glenville Recreation Complex
  - Qualla / Whittier community parkThe responses were due by June 30<sup>th</sup>. Recommendations would be brought to the Board during at the July 12<sup>th</sup> work session.
- Domestic Violence Shelter: A proposed architectural agreement with Clarknensen would be presented to the Board during the July 12<sup>th</sup> work session for the design.

**(e) Citizens Academy:** He would provide the proposed schedule to the Board at a future work session.

**(f)** He had been working with Victor Lofquist, Engineer, on ideas and concepts for the house next to the Library that the county purchased some time ago. He would bring specific information to the Board in the next month or so regarding estimated costs of demolition and concepts of what could be done with the facility.

**(6) INFORMAL COMMENTS BY THE PUBLIC:** None.

**(7) CONSENT AGENDA:**

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

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

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

**(8) OFFER TO PURCHASE AND CONTRACT FROM COX AND RESOLUTION**

**R22-13:** Ms. Baker presented an offer she received from Jacob Cox for Lot 3, Creekwood, PIN #7565-20-7298, containing approximately 1.29 acres; Green Area No. 1, Creekwood, PIN #7565-30-1049, containing 0.32 acres; and Green Area No. 2, Creekwood, PIN #7565-40-0636, containing 0.13 acres in Hamburg Township for an initial bid of \$800.00, but raised the amount to \$1,450.00 just prior to the meeting. 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 Woody moved to approve Resolution R22-13, as presented. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.

**(9) CAPITAL PROJECT ORDINANCE:** Ms. Fox presented a Capital Project Ordinance that authorized the Indoor Pool Facility for a total amount of \$24,181,308. The revenues anticipated included \$20,000,000 from Bond Proceeds and \$4,181,308 from the General Fund.

Mr. Adams stated that they did close last week and the Bond Proceeds were transferred into the county account on June 16<sup>th</sup>. He thanked Legal and Finance Staff for making all go smoothly.

***Motion:*** Commissioner Stribling moved to approve the Capital Project Ordinance authorizing the Indoor Pool Facility in the amount of \$24,181,308, as presented. Commissioner Woody seconded the motion. Motion carried by unanimous vote.

**(10) CONSTRUCTION CONTRACT FOR AQUATICS FACILITY:** Mr. Adams presented Construction Contract for the Aquatic Facility to the Board. He requested that the Board award the contract to New Atlantic Contracting, Inc. and authorize County Staff and the Chairman to execute all documents necessary to proceed forward with the contract. The contract amount was \$21,174,000, including all alternates as discussed.

***Motion:*** Commissioner Jones moved to approve the Construction Contract for the Aquatics Facility in the amount of \$21,174,000 and authorize County Staff and the Chairman to execute all documents necessary to proceed, as requested. Commissioner Stribling seconded the motion. Motion carried by unanimous vote.

Mr. Adams noted that this was an 18-month construction period along with two to three months for the notice to proceed to occur. They were looking to have the facility open and operational in two years.

**(11) JULY MEETING SCHEDULE:**

***Motion:*** Chairman McMahan moved to cancel the regular meeting on July 5, 2022. Commissioner Woody seconded the motion. Motion carried by unanimous vote.

**(12) RECREATION AND PARKS ADVISORY BOARD:**

***Motion:*** Commissioner Woody moved to appoint Kelly Donaldson to a three-year term on the Recreation and Parks Advisory Board. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.

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

(14) **CLOSED SESSION:**

***Motion:*** Commissioner Stribling moved that the Board go into closed session pursuant to G.S.143-318.11(a)(6) Personnel. 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.

(15) **AGENDA:** Chairman McMahan requested to add one item to the agenda: Request for Review of Service Career Path for the Sheriff's Office for Detective Position. Commissioner Stribling moved to approve the amended agenda. Commissioner Woody seconded the Motion. Motion carried.

(16) **REQUEST FOR REVIEW OF SERVICE CAREER PATH FOR SHERIFF'S OFFICE FOR DETECTIVE POSITION:** Mr. Adams stated the county had a policy in place that allowed County Management and the Finance Office to review service of new applicants to allow them to hire people above Step 1. Their authority extended to Step 12. Above Step 12 of the pay plan must be approved by the Board. The Sheriff was looking to hire Robert Cope for a Detective position at Grade 23. With Mr. Cope's 22 years of direct experience, they all agreed that he would qualify for Step 22. He requested that the Board approve the new hire for the Sheriff at a Grade 23, Step 22.

***Motion:*** Commissioner Stribling moved to approve the request to hire Robert Cope to a Detective position in the Sheriff's Office at Grade 23, Step 22, as requested. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.

There being no further business, Commissioner Woody moved to adjourn the meeting. Commissioner Stribling seconded the Motion. Motion carried and the meeting adjourned at 1:48 p.m.

Attest:

Approved:

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Angela M. Winchester, Clerk to Board

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Brian Thomas McMahan, Chairman