

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

The Jackson County Board of Commissioners met in a Regular Session on July 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) **AGENDA**: Commissioner Deitz moved to approve the agenda. Commissioner Jones seconded the Motion. Motion carried.

(2) **MINUTES**: Commissioner Woody moved to approve the minutes of a Public Hearing (FY2022-23 Budget) of June 07, 2022; a Regular Meeting of June 07, 2022; a Special Called Meeting of June 14, 2022; and a Regular Meeting of June 21, 2022, as presented. Commissioner Stribling seconded the Motion. Motion carried.

(3) **CHAIRMAN'S REPORT**: Chairman McMahan reported that he and Mr. Adams attended the Regional Vaya Board meeting. The focus of the meeting was around the opioid settlement dollars that would be coming to North Carolina. At a later date, they would get into further details as they started discussing how to expend those funds. The consensus at the meeting was that they should find ways, as a region, to partner together to utilize the funds so they could leverage more services for all of the counties and communities in the region.

(4) **COMMISSIONER REPORTS**:

(a) Commissioner Jones stated that the NCDOT got a lot of heat on various projects. Recently, a citizen spoke to the Board about potholes and pull-offs that needed to be paved along NC 107. He made a phone call and in about two days it was taken care of. Whenever he reported issues to NCDOT, it had always been taken care of in a timely manner. Hats off to the DOT guys.

(b) Commissioner Woody stated that she wanted to acknowledge the hard work that the Clerk to the Board, Angie Winchester, had done in helping to plan the NCACC Regional Meeting. It turned very nicely. It was for the Commissioners of Districts 16 and 17. They had good attendance and it was nicely arranged with great food. Everyone enjoyed being in Jackson County. Also, she appreciated Julie Donaldson and Nick Breedlove providing very nice souvenirs for the county to distribute at the meeting.

(c) Commissioner Deitz noted the sad passing of Brenda Oliver Holt. She was the Mayor and leader of Sylva, but she was also a leader of the county. She was very important to this area.

Chairman McMahan stated that she was a great leader and trailblazer. She represented all of Jackson County on a national level.

(5) **COUNTY MANAGER REPORT**: None.

(6) INFORMAL COMMENTS BY THE PUBLIC: None.

(7) CONSENT AGENDA: Brandi Henson, Tax Collector, presented the Tax Collector and Refund Reports for June, 2022, for approval.

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

(8) COUNTY TAX SERVICES CONTRACT AMENDMENT: Tabitha Ashe, Tax Administrator, presented an amendment to the contract that the Board voted on in 2020 for tax services. The counties requested that a flat fee amount be set for businesses that had never been listed before. Previously, they had to go through the entire audit process to come up with a value to associate it with a fee. The amendment did allow for the setting of a flat rate fee. This was the only change included in the amendment.

Motion: *Commissioner Jones moved to approve the County Tax Services Contract Amendment, as presented. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.*

Commissioner Deitz stated that he had received a lot of positive feedback for Ms. Ashe and that she was doing a great job. He appreciated all that she was doing.

(9) NC 107 BUSINESS RELOCATION GRANT PROGRAM: Tiffany Henry, Economic Development Director, stated that the Board discussed this item at the work session. This would be an opportunity for the county to support businesses that would be relocated and impacted by the R5600 road widening project down the Highway 107 Business Corridor.

She presented a contract that she and Ms. Baker put together for the Board to consider to move forward with the grant program that would be administered through the Chamber of Commerce. The program would be effective July 20, 2022 through a two-year period.

Motion: *Commissioner Woody moved to approve the NC 107 Business Relocation Grant Program, as presented. Commissioner Deitz seconded the motion. Motion carried by unanimous vote.*

(10) OFFER TO PURCHASE AND CONTRACT FROM HUMPHRIES AND RESOLUTION R22-14: Ms. Baker presented an offer she received from Mitchell L. Humphries and Denise C. Humphries for Lot 45, Bear Pen, containing 0.88 acres, (PIN #7545-59-8661) and Lot 48, Bear Pen, containing 1.72 acres, (PIN #7545-59-4338) in Mountain Township for \$4,500.00 for each lot, a total of \$9,000.00. 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 Jones moved to approve Resolution R22-14, as presented. Commissioner Stribling seconded the Motion. Motion carried by unanimous vote.*

(11) CENTER FOR DOMESTIC PEACE LEASE NOTICE: Ms. Baker stated that this item was discussed at the work session. The Center for Domestic Peace (CDP) had taken over all of the space where REACH of Macon County had previously occupied. The CDP requested a new lease to begin October 1st, since there was a 30-day published notice required. If approved the lease would begin on October 01, 2022 and go through June 30, 2026. This was the same nonprofit lease they had used in the past.

Motion: *Commissioner Deitz moved to authorize the lease to Center for Domestic Peace and authorize publication of a 30-day notice in the newspaper for the Center for Domestic Peace Lease, as required by NC statute. Commissioner Woody seconded the motion. Motion carried by unanimous vote.*

(12) DOMESTIC VIOLENCE SHELTER CONTRACT: Mr. Adams presented the proposed contract with Clarknexsen to move forward with the design, construction documents, bidding and construction of the proposed new 7,000 square foot Domestic Violence Shelter. The proposed location was on Plum Street, which was property donated by Mountain Projects.

The budget for the project was \$4,098,995 with an additional \$125,000 for planning and project administration for a total budget of \$4,223,995. The county received a \$2,111,998 grant from Dogwood, which required a 50% match of \$2,111,998. The match would come from county funds from the ARPA savings.

He presented the proposed contact schedule:

- Programming 45 days
- Schematic Design 60 days
- Design Development 60 days
- Construction documents 90 days
- Bidding and contract preparations 30 days
- Construction 300 days

The proposed fee was \$330,000 over the life of the project with an estimated actual construction cost of \$3,500,000. He presented the AIA contract for the Board's consideration. The county did go through a Request for Qualifications process and Clarknexsen was chosen to be the architectural firm to move forward with.

They had until November 2025 to complete this project on the Dogwood Grant timeline. The Dogwood Grant had been approved and the county dollars had also been approved. The next step after approval of the contract would be moving forward with the planning phase of the project.

General discussions were held.

Motion: Commissioner Woody moved to approve the architectural contract with Clarknexsen to proceed forward with the Domestic Violence Shelter, as presented. Commissioner Stribling seconded the motion. Motion carried by unanimous vote.

(13) NCACC ANNUAL CONFERENCE VOTING DELEGATE: Mr. Adams stated that the North Carolina Association of County Commissioner's 115th Annual Conference Business Session would be August 11th-13th. The business meeting would be held on Saturday, August 13th where the Board would need to designate a Voting Delegate.

Motion: Chairman McMahan moved to appoint Commissioner Woody to serve as the Voting Delegate. Commissioner Stribling seconded the Motion. Motion carried by unanimous vote.

(14) FINAL OFFERS: Ms. Baker stated that on April 19, 2022, the Board approved the initial bid from HOOTLA, Inc. for Lot 13, Triple C Investments in the amount of \$1,500.00. The offer was upset and the final bid was for \$5,000.00 from Robert Young.

On April 19, 2022, the Board approved the initial bid from Michael Marvin Jennings for Lot E Big Ridge in the amount of \$1,625.00. The offer was upset and the final bid was for \$6,000.00 from Robert James Stamp.

On May 17, 2022, the Board approved the initial bid from Marvin Gilmore, Jr. for Lots 16A and 44A, Hampton Springs in the amount of \$1,200.00 for each lot. The offer was upset and the final bid was for \$1,500.00 for Lot 16A and \$1,700.00 for Lot 44A from Daniel Clements.

All of the offers had been advertised for ten days with no further upset bids. She requested approval of the final bids for all four offers.

Motion: *Commissioner Woody moved to approve the offer for the final bids for Lot 14, Triple C Investments; Lot E, Big Ridge; and Lots 16A and 44A, Hampton Springs, as presented. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.*

(15) ORDER OF COLLECTION – RESOLUTION R22-15: Ms. Henson stated that the Order of Collection authorized, empowered and commanded the collection of taxes as set forth in the tax records filed in the office of Tax Administration.

Motion: *Commissioner Stribling moved to adopt the Order of Collection Resolution R22-15, as presented. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.*

(16) HEALTH BOARD: Chairman McMahan stated they received a letter from Shelley Carraway, Health Director, stating all members had agreed to serve an additional term on the Health Board with the exception of Luisa McMahan. Ms. Carraway requested reappointment of all members who were willing to continue to serve.

Motion: *Commissioner Jones moved to reappoint Kathy Farmer, Ellerna Forney, David McGuire, Jerry DeWeese, Emily Buchanan, Brandy Hicks, Kim Cowan, David Trigg and Doug Homolka to serve additional three-year terms on the Health Board. Commissioner Stribling seconded the Motion. Motion carried by unanimous vote.*

Commissioner Woody stated the Health Board reflected a diversity of expertise. The way they all had input during Covid was very helpful and she appreciated their willingness to serve again. It was a great representation of health needs in the community.

Chairman McMahan stated that these appointments for the various positions were required by statute.

Commissioner Jones stated that he agreed with Commissioner Woody. He served for approximately ten years on this board and worked with about half of the individuals serving.

(17) PRESS CONFERENCE: None.

Commissioner Deitz recognized Becca Scott, Director of Community and Economic Development, Southwestern Commission, who was in the audience. Ms. Scott introduced the new Project Manager for Southwestern Commission, Millie Smith.

There being no further business, Commissioner Stribling moved to adjourn the meeting. Commissioner Deitz seconded the Motion. Motion carried and the meeting adjourned at 1:42 p.m.

Attest:

Approved:

Angela M. Winchester, Clerk to Board

Brian Thomas McMahan, Chairman