

**MINUTES OF A  
REGULAR MEETING  
OF THE JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
FEBRUARY 01, 2022**

The Jackson County Board of Commissioners met in a Regular Session on February 01, 2022, 6:00 p.m., Justice and Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present:	Brian McMahan, Chairman	Don Adams, County Manager
	Boyce Deitz, Vice Chair	Heather C. Baker, County Attorney
	Mark Jones, Commissioner	Angela M. Winchester, Clerk to the Board
	Tom Stribling, Commissioner (Via Zoom)	
	Gayle Woody, Commissioner	

Chairman McMahan called the meeting to order.

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

(2) **MINUTES**: Commissioner Jones moved to approve the minutes of a Work Session of January 11, 2022 and a Regular Meeting of January 18, 2022, as presented. Commissioner Woody seconded the Motion. Motion carried.

(3) **CHAIRMAN’S REPORT**: None.

(4) **COMMISSIONER REPORTS**:

(a) Commissioner Woody stated that she attended the North Carolina Association of County Commissioners, Board of Directors meeting, where she represented the seven western counties. Chairman McMahan had been an officer in the organization before and it was a wonderful opportunity to network with other Commissioners from across the state.

In a conversation with another county manager and several people that represented the association, they noted that they knew Darlene Fox, Finance Director and proceeded to compliment her work. They knew of Ms. Fox’s integrity and diligence. They were so blessed to have Ms. Fox work on their behalf.

(b) Commissioner Deitz stated that he was out around the county and town on Saturday during and after the snow. He complimented the county Maintenance Staff. They worked to clean up around the buildings and to make sure they were in the best shape they could be for everyone on Monday.

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

(a) **December 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 where the permit was issued. The Planning Department issued three commercial zoning permits and one renovation/addition zoning permit. Code enforcement issued eight commercial permits and two renovation/addition permits.

**(b) Conrad G. Burrell Highway:** The North Carolina Board of Transportation would hold a one-day virtual event on February 2<sup>nd</sup>. The resolution enactment for the Conrad G. Burrell Highway would take place at approximately 2:45 p.m. The public could view the live stream at: <https://livestream.com/nc-dot>

Chairman McMahan stated that he spoke with Juanita Burrell and asked if the family wanted to speak at the event. He offered to use the Board Room as a place to Zoom into the meeting to allow Ms. Burrell to speak, but she declined the opportunity. She was very appreciative of everything that had been done.

**(c) American Rescue Plan Act (ARPA):** The U.S. Department of Treasury issued its final rules regarding ARPA. The final rules allowed for flexibility up to \$10 million dollars when calculating revenue impacts of the pandemic. Any funds saved utilizing this process must be used for general government purposes. Jackson County would receive \$8,534,441 in ARPA funds. \$3,384,949 of these funds had been committed. \$5,149,492 of these funds remained to be allocated. He would place this issue on the next work session and budget retreat to receive input from the Board.

**(d) Construction Projects:**

- Animal Rescue Center/Green Energy Park: The retaining walls were complete and the grading contractor had started on walking paths and storm sewer. The metal building frame and roof were complete. The interior block walls and stud walls were complete.
- The Fairview Press Box/Concession Stand/Restrooms: Demolition for the project was complete. The groundwater issues had been corrected with stone and fabric. 50% of masonry block was complete and the project was on schedule.
- Community Service Center: Final finishes and signage were being completed. A concrete stain had been applied onto the exterior trim of the facility. Staff was working to develop signage for the interior and exterior. Flag poles had been installed.
- Indoor Pool: Clarknexsen continued to develop the construction documents. It was anticipated to take this project out to bid in late Spring, 2022. It was anticipated that the bid opening would be in June, 2022. They would need to move forward with contracting with a financial consultant and bond counsel. These items would be brought to the Board at the February 8<sup>th</sup> work session.
- Library/Historic Courthouse: The security cameras had been installed. The eight cameras provided video coverage over the entire lawn and stairwell from the front of the library to the fountain.

Commissioner Woody that in light of the conversations they had with the pool becoming more expensive and even the Fairview project, were there a lot of cost overruns with the Animal Rescue project as well?

Mr. Adams stated that there were some change orders, but at that point, he was well within the budgeted contingency.

General discussions were held.

**(6) INFORMAL COMMENTS BY THE PUBLIC:** Jackie Moore requested the Board to support the Parks and Recreation's 2022 budget, adding convertible Pickleball/tennis nets at Mark Watson Park. Also, adding lines to the tennis courts. A presentation was made to the Parks and Recreation Advisory Board on January 20<sup>th</sup>, where the requested items were approved. For the last several years, the sport of Pickleball had been dubbed the fastest growing sport in America. There were approximately 109 people that played Pickleball in the county regularly.

**(7) SOUTHWESTERN NC HOME CONSORTIUM BOARD OF DIRECTORS:** Mr.

Adams stated that the Board agreed and joined the Southwestern NC HOME Consortium Board of Directors. Home Investment Partnerships Program (HOME) was a federal grant program through Housing and Urban Development (HUD) that provided grant funds on a reimbursable basis to provide decent, affordable housing to low-income households, expand the capacity of non-profit housing providers, strengthen the ability of state and local governments to provide housing and leverage private sector participation.

The Southwestern NC HOME Consortium served Haywood, Jackson, Swain, Clay and Graham Counties. Haywood County was the lead entity for the Consortium and Southwestern Commission administered the program. The Consortium received \$542,373 annually and had also received \$1.9 in American Rescue Plan funds to be spent by 2030. The Consortium awarded HOME funds based on the Consolidated Plan's identified priorities:

- Increase the supply of new rental housing
- Increase the supply of new homes for ownership
- Preserve and rehabilitate existing housing stock
- Provide ownership and rent assistance
- Provide homeless housing

The Consortium Board of Directors shall serve in an advisory capacity to the Haywood County Board of Commissioners and shall be comprised of one voting member appointed by each participating local government (member did not have to be an elected official). The appointed member should have the capacity to attend at least quarterly meetings and have an interest in housing in their jurisdiction, as well as the region. The appointed member shall serve entirely at the discretion of the local government and the appointed member shall serve until resignation or replacement by the local government.

The Board of Directors would make funding recommendations to the Haywood County Board of Commissioners based on selection criteria and the priorities identified above. Southwestern Commission staff would prepare a report comparing requests for funds to Southwestern NC HOME Consortium's identified priorities, policies and procedures.

He noted that on the agreement, all of the projects had to be generated locally and taken to the board with the understanding that locally, the county would match the funding. Currently, the county had a staff driven Housing Committee. Michael Poston, Planning Director was lead for the Housing Committee and he believed he would be a good fit for this appointment. Any project that would go to the Board of Directors would have to come to the Board of Commissioners for approval because it would require some type of match.

Commissioner Jones stated that it would behoove them to work with their municipalities and neighboring counties on whatever project. They would probably have a better chance at getting the funding if they partnered and it may make a project more doable.

Mr. Adams recommended Mr. Poston to serve as Jackson County's representative on the Southwestern NC HOME Board of Directors.

***Motion:*** *Commissioner Woody moved to appoint Michael Poston to the Southwestern NC HOME Board of Directors, as Jackson County's representative, as recommended by the County Manager. Commissioner Stribling seconded the Motion. Motion carried by unanimous vote.*

**(8) EQUALIZATION AND REVIEW BOARD:** Chairman McMahan stated that Tabitha Ashe, Tax Administrator, provided recommendations for the Equalization and Review Board.

***Motion:*** *Commissioner Stribling moved to reappoint Gail Cooper as Chairperson, Robert Edwards as Vice-Chair, Richard Robson, Norman West and David Noland. All to serve one-year terms on the Equalization and Review Board, expiring April 04, 2023. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.*

**(9) JUVENILE CRIME PREVENTION COUNCIL:** Mr. Adams stated that this item would normally be brought to the Board by Ms. Baker on an annual basis. Ms. Baker was extremely involved as the Chair of the Juvenile Crime Prevention Council (JCPC) and was the County Manager representative on the council. The JCPC consisted of 25 members with seven slots to be appointed by the Commissioners. Currently, they were five of the seven slots filled.

His Executive Assistant, Kerri Tucker, expressed interest to participate and to provide administrative support to JCPC. He would request to appoint Ms. Tucker as a member of JCPC. Ms. Tucker could be appointed as a Commissioner representative or the Board could appoint Ms. Baker as one of their representatives, which would vacate the County Manager representative. He could then appoint Ms. Tucker to be his representative.

Commissioner Jones stated that he was on JCPC for ten years and was the Vice-Chair. They do so much good work with youth organizations. They gave positive direction to troubled youth with hands on education. The cost to house a child in a detention facility was approximately \$100,000 per year. If they could keep them out of the facilities, it was a win-win for everyone.

Ms. Baker stated that Commissioner Deitz served on JCPC as well and had done a great job of attending meetings and was very involved.

***Motion:*** *Chairman McMahan moved to appoint Heather Baker to fill one of the Board's appointments on the Juvenile Crime Prevention Council, as requested. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.*

**(10) PLANNING BOARD:**

***Motion:*** *Commissioner Deitz moved to reappoint Brian Barwatt to a two-year term on the Planning Board. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.*

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

***Motion:*** *Commissioner Woody moved to appoint Adam Holt to an unexpired term as the School representative on the Recreation and Parks Advisory Board. Commissioner Stribling seconded the Motion. Motion carried by unanimous vote.*

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

**(13) CLOSED SESSION:**

***Motion:*** *Commissioner Deitz moved that the Board go into closed session pursuant to G.S.143-318.11(a)(3) Legal. Commissioner Woody seconded the Motion. Motion carried.*

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

There being no further business, Commissioner Woody moved to adjourn the meeting. Commissioner Stribling seconded the Motion. Motion carried and the meeting adjourned at 7:32 p.m.

Attest:

Approved:

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Angela M. Winchester, Clerk to Board

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Brian Thomas McMahan, Chairman