

**MINUTES OF A  
REGULAR MEETING  
OF THE JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
FEBRUARY 15, 2022**

The Jackson County Board of Commissioners met in a Regular Session on February 15, 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 Woody seconded the Motion. Motion carried.

(2) **MINUTES**: Commissioner Woody moved to approve the minutes of a Regular Meeting of February 01, 2022, as presented. Commissioner Stribling seconded the Motion. Motion carried.

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

(4) **COMMISSIONER REPORTS**:

(a) Commissioner Woody stated that the Litter Campaign Task Force was gearing up for spring cleaning. The GIS Department provided a map with all the roads so they could look at how they could be comprehensive about litter pick up in the county. If anyone wanted to participate, there would be an opportunity to do so.

(b) Commissioner Deitz stated that County Staff was installing two green houses on Skyland Drive near Skyland Services Center. They were doing a great job and he thought it was a good use of the space.

(5) **COUNTY MANAGER REPORT**: Mr. Adams stated that he had no formal, but did want to remind the Board of the Budget Retreat on Tuesday, February 2<sup>nd</sup> at the University Center at Western Carolina University. Lunch would be served at noon with the meeting to begin at 1:00 p.m.

(6) **INFORMAL COMMENTS BY THE PUBLIC**: TJ Walker of Dillsboro requested that the Board consider placing the next Dillsboro SRC at the base of the Green Energy Park Campus where the motor pool had been relocated.

(7) **CONSENT AGENDA**:

(a) Darlene Fox, Finance Director, presented the Finance Report for January, 2022 for approval.

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

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

**(8) AUDIT CONTRACT:** Ms. Fox stated that she recommended to award the audit contract to Martin Starnes & Associates, CPAs, P.A., to audit the county records for the fiscal year ending June 30, 2022, in the amount of \$93,600.00.

***Motion:*** Commissioner Stribling moved to approve the audit contract with Martin Starnes & Associates, CPAs, P.A., as requested. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.

**(9) UNIFIED DEVELOPMENT ORDINANCE AMENDMENTS:** Michael Poston, Planning Director, stated that these were the amendments discussed at the last work session. The amendments applied to the following sections:

- Cashiers Development Regulations Section 9.3
- Subdivision Section Article 5
- Multi-Family Development Standards Article 6
- Definition Section Article 11
- Procedural Amendments Article 3

He requested that the Board set a public hearing on March 1<sup>st</sup> at 5:55 p.m.

***Motion:*** Commissioner Jones moved to set a public hearing on March 1<sup>st</sup> at 5:55 p.m. for the Unified Development Ordinance Amendments, as requested. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.

**(10) BOND ATTORNEY ENGAGEMENT LETTER:** Mr. Adams presented the Bond Engagement Letter from Sanford Holshouser, in the amount of \$30,000.00, which was an item at the work session. The Engagement Letter would allow them to proceed forward with the eventual sale of bonds related to the Indoor Pool.

***Motion:*** Commissioner Stribling moved to approve the Bond Attorney Engagement Letter with Sanford Holshouser in the amount of \$30,000.00, as presented. Commissioner Woody seconded the motion. Motion carried by unanimous vote.

**(11) FINANCIAL CONSULTANT ENGAGEMENT LETTER:** Mr. Adams presented the Financial Consultant Engagement Letter from Davenport Public Finance, which was an item at the work session. The financial consultant firm would assist the county with the bond process for the amount of \$65,000.00.

Along with other items, the firm would put together the information the county would need to present to the rating agencies to obtain a rating for the county. The ratings would be used when the county would go out to sell the bonds.

***Motion:*** Commissioner Woody moved to approve the Financial Consultant Engagement Letter with Davenport Public Finance in the amount of \$65,000.00, as presented. Commissioner Stribling seconded the motion. Motion carried by unanimous vote.

**(12) FINAL OFFER FOR LOTS 10 AND 11 MOUNTAIN VISTA:** Ms. Baker stated that on December 14, 2021, the Board approved the initial bid from Cub Lands, LLC of \$1,500.00 for Lots 10 and 11, Mountain Vista (PIN #7545-84-7035). The offer was upset and the final bid was for \$3,300.00 from Dan and Laura Kelley. This had been advertised for ten days with no further upset bids. She requested approval of the final bid, which was \$3,300.00.

***Motion:*** Commissioner Deitz moved to approve the offer for the final bid of \$3,300.00 from Dan and Laura Kelley, as presented. Commissioner Stribling seconded the Motion. Motion carried by unanimous vote.

**(13) BUSINESS AND INDUSTRY ADVISORY COMMITTEE:**

**Motion:** Commissioner Deitz moved to appoint Nicole Owen to fill an unexpired term year term on the Business and Industry Committee. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.

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

**(15) CLOSED SESSION:**

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

**(16) AGENDA:** Chairman McMahan requested to add one item to the agenda: Purchase of Real Property. Commissioner Deitz moved to approve the amended agenda. Commissioner Jones seconded the Motion. Motion carried.

**(17) PURCHASE OF REAL PROPERTY:** Chairman McMahan stated that staff had been evaluating a property in the Qualla-Whittier community, which was adjacent to Smokey Mountain Elementary School. The property consisted of three tracts owned by the same family (PIN#'S 7613-28-2452, 7613-28-5345, 7613-28-7554). The properties were located at the intersection of Sunset Farm Road and Beck Branch. The county wished to move forward and enter into a contract and offer to purchase the three tracts in the amount of \$400,000.00.

Mr. Adams noted that the purpose of the purchase of the property would be to evaluate and move forward with a pocket park in the Qualla-Whittier area, which was the primary reason the county had been searching for property in that area. The specifics of the park would be further conversations among the Board, Recreation Staff and others.

**Motion:** Commissioner Stribling moved to approve the county entering into a contract and offer to purchase for PIN#'S 7613-28-2452, 7613-28-5345 and 7613-28-7554 for \$400,000.00 and to authorize Chairman McMahan to execute all closing documents. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.

There being no further business, Commissioner Stribling moved to adjourn the meeting. Commissioner Jones seconded the Motion. Motion carried and the meeting adjourned at 2:05 p.m.

Attest:

Approved:

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Angela M. Winchester, Clerk to Board

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Brian Thomas McMahan, Chairman