

**MINUTES OF A
REGULAR MEETING
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
JUNE 02, 2016**

The Jackson County Board of Commissioners met in a Regular Session on June 02, 2016, 6:00 p.m., Justice & Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Brian McMahan, Chairman
Mark Jones, Vice Chair
Charles Elders, Commissioner
Vicki Greene, Commissioner
Boyce Deitz, Commissioner

Chuck Wooten, County Manager
Angela M. Winchester, Clerk to Board
Heather C. Baker, County Attorney

Chairman McMahan called the meeting to order.

(1) **AGENDA**: Chairman McMahan amended the agenda by deleting item: Community Service Building/Health Department needs assessment update. Commissioner Greene moved to approve the amended Agenda. Commissioner Elders seconded the Motion. Motion carried.

(2) **MINUTES**: Commissioner Elders moved to approve the minutes of a Work Session of May 17, 2016, a Public Hearing of May 19, 2016 and a Regular Meeting of May 19, 2016. Commissioner Greene seconded the Motion. Motion carried.

(3) **CHAIRMAN'S REPORT**: Chairman McMahan stated he had the opportunity to travel to Raleigh to the legislature to lobby for the Trout Capital Designation for the county. Both Representative Joe Sam Queen and Senator Jim Davis presented the request, but it could not be presented as an official bill until the long session. It was a very good, fruitful day in Raleigh.

(4) **COMMISSIONER REPORTS**:

(a) Commissioner Greene stated she was honored to represent the Board of Commissioners at the American Legion ceremony on Memorial Day, it was well attended and well done.

(b) Commissioner Jones stated that he recently spoke with Carolyn Franz, who stated that the Glenville Community Center project was moving forward. She invited Commissioners to a groundbreaking ceremony on July 30th.

(c) Commissioner Elders thanked the Chairman for traveling to Raleigh and that he thought the county deserved the Trout Capital Designation.

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

(a) **Safe Kids Award**: Michael Forbis, Chris Moore and Ruby Lawrence were recognized at the Safe Kids state conference for the program they administer to provide smoke detectors to homes across the county. He invited them to provide an update to the Commissioners and he recognized them for their service to the citizens of the county.

Chris Moore, Fire Inspector, stated they were grateful for the opportunity to participate in the program, which had been a great success and was still ongoing.

(b) Food Stamp Application Processing: The county DSS continued to achieve a 95% or better standard in processing food stamp applications on a timely basis. Fortunately, significant progress has also occurred across the entire state and it now appears that the 95% threshold is being met on a statewide basis. Obviously, this accomplishment removes the potential loss of federal matching funds if the 95% goal had not been reached.

(c) DSS and Health Department Director Searches: He was told that the DSS Board was interviewing candidates that week and the Health Board had completed their interviews and may extend an offer that week. It would appear that both of these searches would be finalized in time to have a person on board by the 1st of August, when Bob Cochran and Paula Carden retire.

(d) Building Permits Statistics: During May 2016, 14 permits for new residential construction were issued with estimated home values of \$10,181,787. The 14 permits were 2 more than issued during the same month in 2015 and year to date, the total new permits are 52 as compared to 49 for 2015. Total permits for all categories year to date were 574 as compared to 552 for the same time in 2015.

(e) Informal Appeals for 2016 Revaluation: The responses to informal appeals were mailed that week and property owners would have two weeks to determine if they wish to move their appeal to the formal stage and appear before the Board of Equalization and Review.

(f) Upcoming Meetings:

June 14, 2016	10:00 am	June Work Session
June 16, 2016	6:00 pm	Regular Meeting of Commissioners
July 4, 2016		Offices Closed
July 21, 2016		Regular Meeting of Commissioners

(g) Pedestrian Bridge: He had a commitment from the contractor that June 15th would be the completion date. He wanted to have a ribbon cutting ceremony, if possible, before the end of the month, so that it can be opened officially to the public.

(h) Community Service Building/Health Department needs assessment: He had received a response back from Ron Smith and he would have a proposal by Monday for Commissioners to review at the June 14th work session.

(6) INFORMAL COMMENTS BY PUBLIC: None.

(7) JUVENILE CRIME PREVENTION COUNCIL (JCPC): Steve Lillard, JCPC Chair, stated the Department of Juvenile Justice allocates funds to counties on an annual basis. He presented selected programs, certification, membership list and proposed funding for FY2016-17 in the total amount of \$141,127. The selected programs are Project Challenge, Hawthorn Heights and COMPASS (COMPASS and Inside Out). The required local match is \$20,015.

Motion: Commissioner Jones moved to approve the programs, certification, membership list and funding plan. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.

(8) AUDIT CONTRACT: Darlene Fox, Finance Director, stated Dixon Hughes Goodman, LLC, submitted a contract for the audit period beginning July 1, 2015 and ending June 30, 2016. The audit fee is \$76,000 for preparation of financial statements and did not reflect an increase from last year.

Motion: Commissioner Greene moved to approve the audit contract. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.

(9) CASHIERS COMMERCIAL AREA LAND DEVELOPMENT ORDINANCE AMENDMENT – SANDWICH BOARD SIGNS: A public hearing was held on June 2nd, at 5:55 p.m. Michael Poston, Planning Director, presented proposed amendments to the Cashiers Commercial Area Development. No public comments were made.

Motion: *Commissioner Jones moved to adopt the Amendment (sandwich board signs) to the Cashiers Commercial Area Development Ordinance. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

(10) CASHIERS COMMERCIAL AREA LAND DEVELOPMENT ORDINANCE AMENDMENT – FOOD CARTS/TRUCKS: A public hearing was held on June 2nd, at 5:55 p.m. Michael Poston, Planning Director presented proposed amendments to the Cashiers Commercial Area Development. No public comments were made.

Motion: *Commissioner Jones moved to adopt the Amendment (food carts/trucks) to the Cashiers Commercial Area Development Ordinance. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

(11) STATEMENT OF ZONING CONSISTENCY: In regards to the amendments to the Cashiers Commercial Area Land Development ordinance regarding food trucks, food carts, and a-frame signs in the General Commercial (GC) District and the Village Commercial (VC) District of Cashiers. The Jackson County Board of Commissioners found the amendments to the ordinance are supported by the Jackson County Land Development Plan and find the proposed amendments to the Cashiers Commercial Area Land Development Ordinance to be consistent with the Cashiers goals identified on page 23 of Jackson County’s Land Development Plan. Therefore, the Board considers the amendments to be reasonable and in the public interest.

Motion: *Commissioner Greene moved to adopt the Consistency Statement regarding the amendments to the Cashiers Commercial Area Development Ordinance. Commissioner Jones seconded the Motion. Motion carried by unanimous vote.*

(12) RESOLUTION DECLARING SURPLUS PROPERTY (R16-10): Ms. Baker presented a Resolution with two vehicles listed and requested that the Board declare the same as surplus and authorize conveyance to another unit of government in North Carolina.

Motion: *Commissioner Greene moved to adopt the Resolution and declare the vehicles surplus and authorize conveyance to another unit of government in North Carolina. Chairman McMahan seconded the Motion. Motion carried by unanimous vote.*

(13) RESOLUTION: LEASING PROPERTY FOR A TERM OF UP TO TEN YEARS (R-16-11): Ms. Baker stated this resolution would approve the lease for a space at the historic courthouse located at 310 Keener Street, Sylva, with the Historical Society. The lease would begin on June 3, 2016, for five years with an optional additional five year term.

Motion: *Commissioner Elders moved to adopt Resolution R16-11 to approve a lease with the Historical Society. Commissioner Greene seconded the Motion. Motion carried by unanimous vote.*

(14) RESOLUTION: LEASING PROPERTY FOR A TERM OF UP TO TEN YEARS (R-16-12): Ms. Baker stated this resolution would approve the lease for a space at the historic courthouse located at 310 Keener Street, Sylva, with the Genealogical Society. The lease would begin on June 3, 2016, for five years with an optional additional five year term.

Motion: *Commissioner Jones moved to adopt Resolution R16-12 to approve a lease with the Genealogical Society. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

(15) RESOLUTION: LEASING PROPERTY FOR A TERM OF UP TO TEN YEARS (R-16-13): Ms. Baker stated this resolution would approve the lease for a space at the historic courthouse located at 310 Keener Street, Sylva, with the Arts Council. The lease would begin on June 3, 2016, for five years with an optional additional five year term.

Motion: *Commissioner Greene moved to adopt Resolution R16-13 to approve a lease with the Arts Council. Chairman McMahan seconded the Motion. Motion carried by unanimous vote.*

(16) APPLICATIONS FOR TWO ROAD NAME CHANGE ORDINANCES: Ms. Baker stated requested that a public hearing be set for two applications that have been received for road name changes: Gay Road to Greenway Road; Mountain Trace Road to Cloverdale Road.

Ms. Baker stated that a petition had been received from 9 of the 10 property owners on Gay Road to change the name to Greenway Road. A petition had been received from the only two property owners on Mountain Trace Road to change the name to Cloverdale Road.

Motion: *Commissioner Deitz moved to set a public hearing on July 21st at 5:50 p.m. to be held at the Justice & Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

(17) HISTORIC PRESERVATION COMMISSION:

Motion: *Commissioner Deitz moved to appoint Pam Meister to serve a three year term on the Historical Preservation Commission, term expiring December 31, 2018. Commissioner Greene seconded the Motion. Motion carried by unanimous vote.*

(18) AGRICULTURAL ADVISORY BOARD:

Motion: *Commissioner Elders moved to reappoint Bryan Bumgarner to serve a three year term on the Agricultural Advisory Board, term expiring June 7, 2019. Commissioner Greene seconded the Motion. Motion carried by unanimous vote.*

(19) COMMUNITY ADVISORY COMMITTEE FOR LONG TERM CARE:

Motion: *Commissioner Greene moved to reappoint Diane Parker, Mary Ellen Moody and Sara Hinnant to serve three year terms on the Community Advisory Committee for Long Term Care. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

(20) PRESS CONFERENCE: None

(21) CLOSED SESSION:

Motion: *Commissioner Greene moved that the Board go into closed session for one item 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 no action was taken in closed session.

There being no further business, Commissioner Greene moved to adjourn the meeting. Commissioner Elders seconded the Motion. Motion carried and the meeting adjourned at 8:30 p.m.

Attest:

Approved:

Angela M. Winchester, Clerk to Board

Brian Thomas McMahan, Chairman