

**MINUTES OF A  
REGULAR MEETING  
OF THE JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
OCTOBER 29, 2019**

The Jackson County Board of Commissioners met in a regular session on October 29, 2019, 3:00 p.m., Justice and Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Brian McMahan, Chairman  
Boyce Deitz, Vice Chair  
Ron Mau, Commissioner  
Gayle Woody, Commissioner  
Absent: Mickey Luker, Commissioner

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

Chairman McMahan called the meeting to order.

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

(2) **MINUTES**: Commissioner Woody moved to approve the minutes of a Regular Meeting of October 15, 2019. Commissioner Mau seconded the Motion. Motion carried.

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

(4) **COMMISSIONER REPORTS**:

(a) Commissioner Woody stated that on Tuesday she attended the SCC Advisory Board Meeting, as she had been on the Heritage Arts Advisory Board for SCC for five years. It was gratifying to hear about the programs SCC had developed, how they were growing and the emphasis on workforce development. That was a wonderful report from President Tomas.

(b) Commissioner Mau stated that at the last meeting, he reported that there would be a public meeting regarding the Cullowhee Small Area Plan. He attended that meeting, which had a good turnout with over 50 people.

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

(a) **Citizens Academy**: Graduation for Citizens Academy would be that night with dinner being served at 5:00 at the Department on Aging.

(b) **Public Schools**: He was asked to give the Board an update regarding safety upgrades at the school system. He invited Jake Buchanan, Assistant Superintendent of Jackson County Public Schools to provide the update.

Mr. Buchanan stated that he wanted to update the Board on their progress. The program to upgrade safety in the school system was twofold. One was additional personnel, which Commissioners funded six additional Student Support Specialist. They had previously shared data over the summer regarding the impact that had made and it was a tremendous addition to the schools.

The second part was making capital improvements to the buildings. There were four buildings, in particular, that had designs that did not make a single entry point feasible. Those schools were Smoky Mountain High School, Fairview, Smokey Mountain Elementary and both Blue Ridge Annexes. Those campuses needed additional work to bring them up to a true single entry point, which all the research showed was the direction that schools needed to move to increase safety. In addition, adding more camera systems to monitor what was going on in schools for real time information and to aid law enforcement.

They separated the two programs for cost savings. They contracted with John Cort to design plans for all four of the campuses for single entry point and the plans had gone through all of the approval levels. They met for the better part of a year with local law enforcement, emergency management, the fire chiefs and code enforcement to develop the plans. The plans had been submitted to the two state agencies beyond local code enforcement, which were North Carolina Department of Insurance and North Carolina Department of Public Instruction.

Currently, Mr. Cort had received the last questions and feedback on the designs and he was clarifying and making adjustments. Mr. Cort thought they would be able to out to bid for the project on December 2<sup>nd</sup>. He had indicated that they were probably looking at an 18 month project. The bids would go out in multiple ways to capture the best bid for the budget.

They decided to separate out the camera project from the larger project in an effort for cost savings. For the last six to nine months, they had worked on building their own internal capacity to be able to install the video cameras themselves, so those projects would be going on at the same time. They had staff that was trained to install the cameras to make their dollar go further. They were looking to add approximately 134 additional cameras. The technology had advanced with the security systems and the program they were looking at had the ability to identify weapons and could alert everyone necessary.

Commissioner Woody asked if staff would have to enter at the single point or would there be an ability to enter at other locations?

Mr. Buchanan stated that as a part of the project, he submitted a grant for state funds for safety equipment. They were also putting in a lot of swipe cards to be placed in strategic locations.

Commissioner Deitz inquired about the ADA ramp to the field house.

Mr. Buchanan stated that the baseball field was the one they had a timeline on. The ramp to the football field was on the ten year master plan of capital projects. They were on a timeline to put in an ADA bathroom, parking lot and seating in the lower section of the baseball field at the high school. They had completed gallery seating at the top with a handrail, which was phase one. That project would go out on January 2<sup>nd</sup> for bid.

Mr. Adams stated that Dr. Kim Elliott, Superintendent, had a prior commitment and could not attend the meeting. Also, he noted that John Cort had merged with McMillan, Pazdan and Smith.

**(6) INFORMAL COMMENTS BY THE PUBLIC:**

(a) Ralph Slaughter of Cashiers, stated that at the meeting on October 15<sup>th</sup>, he spoke regarding Commissioner Luker. He felt that they had a gentlemen listed as one of the Commissioners, but they had not seen Commissioner Luker for some time. Two or three years ago, the Board approved a set amount given each month regardless, instead of a monthly expense report. Did Commissioner Luker still receive that even though he was not present? He would like to see a decision made on Commissioner Luker. Also, he had a request from the Cashiers Chamber that it had been some time since the Board had been to Cashiers for a Commissioners meeting.

(b) Dick Darnall of Glenville stated that he had two road issues. Highway 107 from Tuckasegee for about  $\frac{3}{4}$  mile was rough because the roll out when they laid the asphalt was too much, so they did not do a good roll out. Second, on Pine Creek there was an area where the road was breaking away. There was a traffic count for dump trucks and semi-trucks on that road.

**(7) CASHIERS COMMERCIAL AREA DEVELOPMENT ORDINANCE TEXT**

**AMENDMENT:** Caroline LaFrienier, Planner I, stated that the Cashiers Planning Council and Planning Staff worked on amendments to Section 9.3.5 of the Cashiers Commercial Area section of the Unified Development Ordinance. The proposed amendments would support village character with architectural design guidelines and standards as recommended in the Cashiers Small Area Plan. The Planning Department requested that the Board call for a public hearing on December 3<sup>rd</sup> at 5:55 p.m., regarding the amendments to Section 9.3.5 of the Unified Development Ordinance, to give the public an opportunity to comment.

**Motion:** *Commissioner Deitz moved to set a public hearing on December 3<sup>rd</sup> at 5:55 p.m., Justice and Administration Building, Room A201. Commissioner Woody seconded the Motion.*

**Discussion:**

Commissioner Mau stated that they may want to consider holding this meeting in Cashiers given the request they just heard.

Commissioner Woody stated that she would be in Washington, D.C. with the North Carolina Association of County Commissioners on December 3<sup>rd</sup>.

General discussions were held.

**Motion:** *Commissioner Deitz amended the motion to set a public hearing on December 12<sup>th</sup> at 5:55 p.m. to be held at a location in Cashiers to be determined. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.*

**(8) AGENDA:** Commissioner Mau moved to amend the agenda to add one item: First business meeting in December. Commissioner Woody seconded the Motion. Motion carried.

**(9) FIRST BUSINESS MEETING IN DECEMBER:** Chairman McMahan stated that it had been proposed to change the first business meeting in December from the 3<sup>rd</sup> to the 12<sup>th</sup> to be located in Cashiers at a location to be determined at 6:00 p.m.

**Motion:** *Commissioner Mau moved to change the first business meeting in December to December 12<sup>th</sup> at 6:00 p.m. in Cashiers at a location to be determined. Commissioner Woody seconded the Motion. Motion carried by unanimous vote.*

**(10) 2020 HOLIDAY CALENDAR:** As stated in the personnel policy, Mr. Adams presented the 2020 Holiday Calendar for consideration of approval:

<b>2020 HOLIDAY SCHEDULE</b>		
<b>Holiday</b>	<b>Observance Date</b>	<b>Day of Week</b>
New Year's Day	January 1	Wednesday
Martin Luther King	January 20	Monday
Good Friday	April 10	Friday
Memorial Day	May 25	Monday
Independence Day	July 3	Friday
Labor Day	September 7	Monday
Veteran's Day	November 11	Wednesday
Thanksgiving	November 26, 27	Thursday, Friday
Christmas	December 24, 25, 26	Thursday, Friday, Monday

Mr. Adams noted that Commissioner Woody noticed an error on the calendar. December 26 should be December 28.

***Motion:*** Commissioner Woody moved to approve the 2020 Holiday Calendar, with the noted correction. Commissioner Mau seconded the Motion. Motion carried by unanimous vote.

**(11) ANIMAL RESCUE CENTER:** Mr. Adams stated that he provided information to the Board continuing the conversation with the idea that by the work session on November 12<sup>th</sup>, they would be prepared to start discussing next steps.

**(a)** Email from Kennedy McGill: The Animal Rescue Center was a pre-engineered metal building with metal wall panels.

**(b)** Enlarged Elevations of the Animal Rescue Center. What they quoted was for metal siding, but they could upgrade to other materials and add-ons depending on the budget. This was to show that what was priced was a basic pre-fab metal building with a pitched roof.

**(c)** Total Estimated Project Budget:

Total Estimated Construction Cost	\$2,734,005
Total Estimated FF&E	\$312,719
Total Estimated Professional Compensation	\$217,353
Total Estimated Owner's Expenses	\$32,340
Subtotal Estimated Probable Project Cost	\$3,296,418
Contingency	<u>\$195,881</u>
<b>Total Estimated Probable Project Cost</b>	<b>\$3,492,299</b>

<b>Clarification Break Down</b>		
Building + Soft Cost (Including Design Contingency)	\$2,929,299	Target \$3M
Site Work (Including Design Contingency)	\$367,119	Target \$.5M
Contingency	<u>\$195,881</u>	
	<b>\$3,492,299</b>	Target \$3.5M

*Add Alternate Radiant Flooring \$40,000*

*Add Alternate Epoxy Flooring in Animal Areas \$25,014*

**(d)** Original budget approximately \$3,600,000

**(e)** Summary of Phases and Costs:

- Phase 1:
  - Relocate existing kilns
  - Demo existing concrete slab and steel structure
  - Total \$79,656.00
- Phase 2:
  - Demo existing SRC and regrade the area to the level of the Art Center
  - Demo existing concrete bays and regrade to the Art Center level
  - Clear and prepare site for future innovation center
  - Spread excess topsoil on landfill
  - Install a mix of native plantings on landfill
  - Total \$473,415.19
- Phase 3:
  - Construct a 10,000 SF animal rescue center and open space
  - Demo existing greenhouses
  - Construct new internal loop drive, north entrance and parking lot
  - Construct new event plaza at the Art Center
  - Total \$4,336,524.00

- Phase 4:
  - Construct walking trails on landfill
  - Enhance native plantings and gardens on landfill
  - Construct dog park on landfill
  - Total \$157,320.00
- Phase 5 (Site only)
  - Construct south entry of internal loop drive and add parking
  - Improve main park entry drive
  - Total \$369,627.08
- Estimated Total \$5,416,542.27
- Phase 5 (Center)
  - Construct innovation center on prepared site
  - Total \$2,145,000.00

Mr. Adams stated that at that point, he was reporting to the Board that the cost estimates for the Animal Rescue Center would fall within the anticipated amount of what they had always been talking about.

Chairman McMahan stated that this was information that had been coming in so that they would be able to prepare their thoughts about questions they may have. When they got to November, they would be able to hone in on the information in depth and be able to make final hard and fast decisions. This was information for the Board to review in depth, so they were fully comfortable when it was time to make decisions.

Commissioner Woody stated that she was pleased to see the breakout for the erosion control, particularly in light of the fact that it was close to the Tuckasegee River and they knew what had been happening with some construction projects within the county. They wanted to be examples of the best practices.

*Informational item.*

Chairman McMahan stated that the next five items were appointments that would expire in December. They have been placed on the agenda to make everyone aware they were coming up and they were very important appointments. He was not looking for any recommendations that day, but they would need to make the appointments in upcoming meetings.

(12) **AIRPORT AUTHORITY**: *Carry over.*

(13) **HISTORIC PRESERVATION COMMISSION**: *Carry over.*

(14) **PLANNING BOARD**: *Carry over.*

(15) **TOURISM DEVELOPMENT AUTHORITY**: *Carry over.*

(16) **TUCKASEEGEE WATER AND SEWER AUTHORITY**: *Carry over.*

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

(18) **CLOSED SESSION**:

**Motion**: *Commissioner Mau moved that the Board go into closed session pursuant to G.S.143-318.11(a)(3) Legal and G.S.143-318.11(a)(5) Real Property. Commissioner Deitz 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 minutes.

**(19) AGENDA:** Commissioner Mau moved to amend the agenda to add one item: November 19<sup>th</sup> regular meeting. Commissioner Woody seconded the Motion. Motion carried.

**(20) NOVEMBER 19<sup>TH</sup> REGULAR MEETING:** Chairman McMahan stated that it had been proposed to change the November 19<sup>th</sup> regular meeting to November 25<sup>th</sup> at 3:00 p.m.

**Motion:** *Commissioner Deitz moved to change the November 19<sup>th</sup> regular meeting to November 25<sup>th</sup> at 3:00 p.m. Commissioner Mau seconded the Motion. Motion carried by unanimous vote.*

There being no further business, Commissioner Mau moved to adjourn the meeting. Commissioner Woody seconded the Motion. Motion carried and the meeting adjourned at 5:16 p.m.

Attest:

Approved:

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Angela M. Winchester, Clerk to Board

\_\_\_\_\_  
Brian Thomas McMahan, Chairman