

**MINUTES OF A
WORK SESSION
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
OCTOBER 15, 2012**

The Jackson County Board of Commissioners met in a Work Session on October 15, 2012, 1:30 p.m., Justice & Administration Building, 401 Grindstaff Cove Rd., Room A227, Sylva, North Carolina.

Present: Jack Debnam, Chairman
Doug Cody, Vice Chair
Charles Elders, Commissioner
Mark Jones, Commissioner
Joe Cowan, Commissioner

Chuck Wooten, County Manager
J. K. Coward, Jr., Co. Attorney
Pat Parris, Clerk to Board

Chairman Debnam called the Work Session to Order.

(1) RECREATION: Jeff Carpenter, Director, presented a proposal from Equinox Environmental Consultation & Design, Inc. for the preparation of an update of the 10-year Recreation Master Plan. The proposed cost is \$14,940 which was included in the current Recreation & Parks Dept. budget.

He stated the Recreation Advisory Board has been inactive for some time. He recommends reactivating that board because its assistance will be crucial in the planning process for the update to the 10-year Master Plan, review of grant proposals, and assistance with the development of a 5-year capital improvement plan. He recommended the structure of the Advisory Board as follows:

<u>Dillsboro/Qualla Park District</u>	<u>1 member</u>
<u>Sylva/Webster Park District</u>	<u>1 member</u>
<u>Cullowhee Park District</u>	<u>1 member</u>
<u>Western Carolina University</u>	<u>1 member</u>
<u>Jackson County School District</u>	<u>1 member</u>
<u>Jackson County Public Health</u>	<u>1 member</u>
<u>Jackson County Greenway Advisory</u>	<u>1 member</u>
<u>Cashiers/Glenville Park District</u>	<u>1 member</u>
<u>Southwestern Community College</u>	<u>1 member</u>
<u>Board of Commissioners</u>	<u>1 member</u>

(2) **VEHICLES**: Mr. Wooten stated the budgeted amount for the Capital Outlay Contingency Fund was \$645,486. After appropriations for other capital projects in July, the balance is now \$543,491. With the exception of one new vehicle for Animal Control, the requests are for replacement vehicles (with mileage in excess of 100,000 miles) as follows:

Sheriff's Office	5 patrol cars	\$118,190
Inspections	3 pickup trucks	68,718
Health Dept.	1 vehicle (sedan)	20,108
Animal Control	3 pickup trucks	68,718
		\$275,734

In addition, the following is requested:

Code Enforcement renovation completion	\$ 26,472
Upgrading vehicles	30,000
Upgrade Sheriff's radios to digital	30,000
	\$ 86,472

If all requests are approved, the balance in the Fund will be \$136,285. He suggested that the replacement vehicles be added to the surplus property list on the regular meeting agenda.

(3) **PROJECT MANAGER**: Mr. Wooten suggested that a committee be appointed to recommend a Project Manager for the SMH and Blue Ridge School projects.

(4) **BEAR LAKE RESERVE DEVELOPMENT AGREEMENT**: Gerald Green, Planning Director, stated that MDR Bear Lake LLC (MDR) has submitted for review and approval a development agreement for "Bear Lake Reserve" located in the Tuckaseegee Community. MDR acquired the property from Centex. Development of the 3 phases of the project is expect to occur over a period of 20 years During this period the development will be subject to current local ordinances, but is not subject to ordinances enacted subsequent to approval of the development agreement, the County would conduct an annual review for compliance, and the agreement must be recorded and is binding on subsequent owners.

Bear Lake Reserve is an approximate 2,000 acre residential development located off Shook Cove Road adjacent to Bear Creek Lake. Approximately 400 acres have been set aside in a conservation easement (includes a golf course). The development plan calls for dwelling units which would be a mix of estate lots, cottages and condominiums; however, the number of dwelling units not to exceed 914. The minimum lot size is one acre; 30 lots have been sold and 170 lots remain. Water for the development will be provided by a community water system that will be regulated and permitted by the NC Department of Environment and Natural Resources. Individual septic systems will serve lots. Some roads have been constructed, others will be constructed to serve future development. The roads will meet current County standards.

The development standards identified in the agreement and the restrictions and covenants meet or exceed the development standards currently established by ordinances and regulations in place in Jackson County. The proposed agreement provides assurance to current and future Bear Lake Reserve property owners, and the County, of the standards to which the development will be constructed. The next step would be scheduling a public hearing concerning the proposed Development Agreement Ordinance.

(5) WEBSTER METHODIST CHURCH: Gerald Green, Planning Director, presented a Local Historic Landmark Designation Report for Webster Methodist Church. The Church located on the west side of Webster Road (Hwy. 116) in the Town of Webster. The Church, built in 1887, is eligible for designation as a Local Historic Property on the basis that it is one of the oldest and perhaps the most architecturally significant church in Jackson County. With the exception of an interior partition, small addition to the rear of the church and new oak flooring in 1945, the Church is unchanged since its completion in 1887. He recommended that the Webster Methodist Church be designated as a historic landmark. Mr. Green was instructed to draft a proposed Ordinance Designating the Webster Methodist Church as a Local Historic Landmark.

(6) TOURISM DEVELOPMENT AUTHORITY: The Steering Committee had previously presented a proposed resolution. Chairman Debnam presented a revised resolution. Both versions call for levying an additional 1% occupancy tax making a total tax of 4% and appointing a 15-member board.

This issue will be added to the regular meeting agenda for the purpose of selecting which version of the resolution will be presented for public comment at a public hearing.

(7) ABC STUDY COMMITTEE: Mr. Wooten stated he has talked to the Associate Dean of the College of Business at WCU and learned there is a faculty member who may have expertise in evaluating the population and things of that nature in order to understand whether there is a need for another ABC store. He asked if the Board wanted just a recommendation concerning opening a store in Cashiers or should a report also include how Sylva and the County could merge and how the profits would be divided.

Commissioner Jones suggested that Tom Hannon's report be forwarded to the ABC Commission for an opinion as to the validity of his findings. The Commission's opinion could possibly resolve the issue without the necessity of appointing a committee. However, if the ABC Commission's opinion does not adequately address the issues, then a study committee would be appointed to complete a study within 60 days. Mr. Hannon should be appointed one of the members.

CLOSED SESSION;

Motion: *Chairman Debnam 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)(6) Personnel. Commissioner Cody seconded the Motion. Motion carried.*

Chairman Debnam called the work session back to order and stated no action was taken in closed session other than the approval of closed session minutes.

There being no further comments, Commissioner Cody moved to adjourn the work session. Commissioner Jones seconded the Motion. Motion carried and the work session adjourned at 4:15 p.m.

Attest:

Approved:

Patsy C. Parris, Clerk to Board

W. J. Debnam, Chairman