

**MINUTES OF A  
RECONVENED WORK SESSION  
OF THE JACKSON COUNTY  
BOARD OF COMMISSIONERS  
HELD ON  
APRIL 28, 2015**

The Jackson County Board of Commissioners met in a Reconvened Work Session on April 28, 2015, 10:00 am, Justice & Administration Building, Room A227, 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

Vice Chairman Jones called the recessed meeting back to order and stated this is a continuation of discussion regarding the FY 15-16 budget.

**(1) CAPITAL IMPROVEMENTS:** Mr. Wooten and Darlene Fox, Finance Director presented the Five-Year Capital Improvements Plan:

	<u>FY 15-16</u>	<u>FY 16-17</u>	<u>FY 17-18</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>Total</u>
<b>Jackson County Public Schools</b>						
Roofing/Renovations/HVAC	\$2,109,700	\$2,034,000	\$1,273,200	\$2,280,000	\$842,880	\$8,539,780
Smoky Mtn Athletic Improvements	\$650,000	\$900,000	\$1,550,000	\$275,000	\$480,000	\$3,855,000
Testing, Fees & Contingency (15%)	\$413,955	\$440,100	\$333,480	\$221,250	\$198,432	\$1,607,217
Emergency Reserve	\$158,683	\$168,705	\$127,834	\$84,810	\$76,065	\$616,097
Routine Repairs and Renovations	\$235,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,235,000
Information Technology	\$400,000	\$600,000	\$600,000	\$600,000	\$600,000	\$2,800,000
Information Technology - One to One	\$320,700	\$320,700	\$320,700	\$320,700	\$320,700	\$1,603,500
<b>TOTAL JC PUBLIC SCHOOLS</b>	<b>\$4,288,038</b>	<b>\$4,392,805</b>	<b>\$4,134,514</b>	<b>\$3,711,060</b>	<b>\$2,447,377</b>	<b>\$18,653,094</b>
Available Designated Sales Tax Funds	\$1,490,071	\$1,627,900	\$1,771,691	\$1,921,741	\$2,078,364	\$8,889,767
School Capital Reserve Fund Balance	\$876,439					\$876,439
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$2,366,510</b>	<b>\$1,627,900</b>	<b>\$1,771,691</b>	<b>\$1,921,741</b>	<b>\$2,078,364</b>	<b>\$9,766,206</b>
Available (more / less)	(\$1,921,528)	(\$2,362,823)	(\$2,362,823)	(\$1,789,319)	(\$369,013)	(\$9,207,588)
<b>Southwestern Community College</b>						
Health Sciences Building - Advanced Planning			\$500,000			\$500,000
Health Sciences Building - Construction				\$11,000,000		\$11,000,000
Workforce Building						
Routine Repairs and Renovations	\$311,361	\$200,000	\$200,000	\$200,000	\$200,000	\$1,111,361
Rainy Day Fund	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
<b>TOTAL SCC</b>	<b>\$311,361</b>	<b>\$200,000</b>	<b>\$700,000</b>	<b>\$11,200,000</b>	<b>\$200,000</b>	<b>\$12,611,361</b>
<b>Jackson County</b>						
Health Department - Advanced	\$300,000					\$300,000

Planning*						
Health Department - Renovation	\$1,206,000	\$2,000,000	\$1,850,000	\$1,000,000		\$6,056,000
Skyland Services Center	\$1,206,000					\$1,206,000
Animal Shelter / Adoption Center	\$50,000	\$1,000,000				\$1,050,000
Green Energy Park	\$374,409	\$176,663	\$70,630	\$75,755	\$470,575	\$1,168,032
Parking Lot - Aging Center	\$150,000					\$150,000
Parking Lot - Old Tuckaseegee Mills		\$500,000				\$500,000
Justice Center Addition / Renovations - AP				\$1,000,000		\$1,000,000
Justice Center Addition / Renovations					\$16,000,000	\$16,000,000
Property Acquisition	\$150,000	\$750,000	\$150,000	\$750,000	\$150,000	\$1,950,000
Recreation - Indoor Poll		\$350,000	\$4,000,000			\$4,350,000
Dillsboro Park	\$250,000	\$250,000				
Recreation / Greenway	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
Remodel Insp & Code Enforcement - Cashiers	\$150,000					\$150,000
Routine Repairs and Renovations	\$100,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,100,000
Rainy Day Fund	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
<b>TOTAL</b>	<b>\$4,686,409</b>	<b>\$6,026,663</b>	<b>\$7,070,630</b>	<b>\$3,825,755</b>	<b>\$17,620,575</b>	<b>\$38,730,032</b>
<b>GRAND TOTAL</b>	<b>\$9,285,808</b>	<b>\$10,619,468</b>	<b>\$11,905,144</b>	<b>\$18,736,815</b>	<b>\$20,267,952</b>	<b>\$69,994,487</b>
*Medicaid Reimbursements Est: \$800k						

Mr. Wooten stated the county cannot fully fund the capital request of the school system without making other modifications to the budget, increase the tax rate to generate more funds or borrow funds. He recommended allocating \$2,366,510 and allow the school board to decide their priorities.

**Consensus:** *Allocate \$2,366,510 to the school system and allow them set their priorities for the funds.*

Mr. Wooten stated that SCC has requested \$311,361. They would also like to replace two vans at a cost of \$48,000, which could be allocated from contingency.

**Consensus:** *Allocate \$48,000 from contingency to replace the two vans now.*

Mr. Wooten recommended funding the school system to continue teacher assistants for first grade. The fund balance report distributed from the NCACC for the school system states that as of July, 2014, their fund balance was 4.2 mil, which was 59.6% of expenditures. The fund balance is made up of local funds that are not spent. All state funds are accounted for separately and must be sent back to the state if they are not spent. In talking with the school system, 2.8 mil of the fund balance is in the current budget.

**Consensus:** *Have the \$700,000 available in the budget for the teacher assistants to show the Commissioners are committed to funding that request, if needed, but don't allocate the funds until they receive a report showing the school system's fund balance in July.*

**Consensus:** *Move forward with the renovations at the Skyland Service Center and continue to look at options for the Health Department, including renovations, a possible new site at the Aging Center or a new site at another location.*

(2) **NEW POSITIONS REQUESTED:** Mr. Wooten presented Requested New Positions, FTE Increases – General Fund and Green Energy:

<i>Requested New Positions - General Fund</i>				
<b><u>Position</u></b>	<b><u>Grade</u></b>	<b><u>Step</u></b>	<b><u>Salary</u></b>	<b><u>Total w/ Benefits</u></b>
General Utility Worker III	17	1	\$27,937.59	\$41,596.97
Housekeeper (50%)	13	1	\$11,492.17	\$13,333.45
Deputy	SH46	1	\$30,277.83	\$44,305.09
Deputy	SH46	1	\$30,277.83	\$44,305.09
Detention Officer	SH45	1	\$28,836.03	\$42,636.64
Planner I	24	1	\$39,310.99	\$54,758.27
Public Health Educator I (50%)	21	1	\$16,979.16	\$19,699.56
Social Worker II (50%)	22	1	\$18,184.67	\$21,098.22
County Attorney	34	15	\$84,490.81	\$107,040.35
<b>TOTAL</b>				<b>\$388,773.64</b>
<i>Requested FTE Increases - General Fund</i>				
<b><u>Position</u></b>	<b><u>Grade</u></b>	<b><u>Step</u></b>	<b><u>Salary</u></b>	<b><u>Total w/ Benefits</u></b>
Cashiers Senior Center Manager	17	2	\$8,241.59	\$18,743.59
Administrative Asst. I	15	2	\$13,176.96	\$24,454.80
Bailiff	SH46	2	\$6,661.16	\$7,708.29
<b>TOTAL</b>				<b>\$50,906.68</b>
<i>Requested New Positions - Green Energy</i>				
<b><u>Position</u></b>	<b><u>Grade</u></b>	<b><u>Step</u></b>	<b><u>Salary</u></b>	<b><u>Total w/ Benefits</u></b>
Programming Coordinator (50%)	\$13,968.80	17	1	\$16,206.88
Studio Technician (50%)	\$13,968.80	17	1	\$16,206.88
<b>TOTAL</b>				<b>\$32,413.76</b>

**Consensus:** Move forward with advertising for a county attorney.

(3) **NON-PROFITS AND OTHER RELATED ENTITIES FUNDING REQUESTS:**  
Mr. Wooten presented the non-profits and other related entities funding requests:

<b>DESCRIPTION</b>	<b>FY 15-16 ALLOCATION REQUEST</b>	<b>FY 14-15 TENTATIVE ALLOCATION</b>
Appalachian Women's Museum	15,000	-
ARF	-	-
Arts Council	10,000	10,000
Awake- Child Advocacy Center	15,000	15,000
Balsam CDC	1,500	1,500
Barium Springs	5,124	5,124
Barkers Creek CDC	1,500	1,500
Canada CDC	1,500	1,500
Caney Fork CDC	1,500	1,500
Cashiers CDC	1,500	1,500
Cashiers Chamber of Commerce	15,000	12,500
Cashiers Humane Society	4,000	4,000
Catman II	4,000	4,000
CDC Improvements	5,000	5,000
Christmas Connection	5,000	-

Community Table	24,000	15,000
CURVE	19,050	-
Disabled American Veterans	2,000	1,000
Family Resource Center	18,000	18,000
Farmland Preservation	1,000	1,000
Fishes and Loaves	-	-
Glenville CDC	1,500	1,500
Good Samaritan Clinic	61,400	15,500
Highlands Community Child Care	2,500	2,500
Jackson Chamber of Commerce	12,500	12,500
Jackson County CDC	1,115	1,115
Jackson County Cemetery	1,000	1,000
Jackson County Farmers Market	5,000	-
Jackson County Humane Society	4,000	4,000
Juvenile Crime Prevention	19,773	19,773
Juvenile Detention Subsistence	15,000	15,000
Juvenile – Non Secure Detention	2,500	2,500
Miscellaneous Donations	25,000	25,000
Mountain Mediation Services	6,000	4,000
Mountain Projects – Circles of Hope	3,360	3,360
Mountain Projects – Foster Grandparents	4,678	4,678
Mountain Projects – GED Program	4,769	4,769
Mountain Projects – Senior Companion	4,203	4,203
Mountain Projects – Volunteer Center	2,500	2,500
NC Forestry Service	79,650	79,650
Neighbors In Need	10,000	10,000
Norton CDC	1,500	1,500
Pine Creek CDC	1,500	1,500
Pumpkintown CDC	1,500	1,500
Qualla CDC	1,500	1,500
REACH of Macon	50,000	50,000
REACH of Macon – Capital Request - Shelter	-	-
Savannah CDC	1,500	1,500
Smoky Mountain Mental Health	123,081	123,081
Smoky Mountain Senior Games	1,000	1,000
Southwestern NC RC&D Co	1,900	1,900
Southwestern Planning Commission	28,088	28,088
State of Franklin	5,000	5,000
Sylva Garden Club	-	-
The Gathering Table	6,000	-
United Christian Ministries	4,500	4,000
WATR	39,668	20,430
Webster Enterprise	-	-
Willetts CDC	1,500	1,500
WNC Communities	2,000	2,000
Wayehutta CDC	1,500	1,500
<b>TOTALS</b>	<b>687,859</b>	<b>557,671</b>

(4) **GLENVILLE-CASHIERS EMS**: Mr. Wooten stated the Westcare EMS is adding a 2% increase and Glenville-Cashiers EMS is requesting a 4% increase based on their projected budgets, with a commitment from Glenville-Cashiers EMS to only ask for a 2% increase in the next two years. EMS and all fire department contracts are due to expire on June 30<sup>th</sup>. Attorneys are currently reviewing those contracts and they will be presented to Commissioners for review in the near future.

(5) **MACON COUNTY REQUEST FOR EMS/EOC**: Mr. Wooten stated Macon County has made a request for consideration for EMS and EOC service they provide to Jackson County residents. Looking at the Highlands Fire District, rather than using tax value, tax parcels were used. Calculations were made based on Jackson County spending \$15.49 per parcel to staff the 911 call center. The number of parcels that are serviced by Macon County is 302, which would be a total of \$4,677 for consideration for 911 calls. Over the last three years there has been 88 calls to the call center with 87 for alarms and one an emergency situation. The same calculations were used for EMS. Over three years there has only been one call in that area for EMS Service. It is proposed to providing \$9,200 for EMS service on an annual basis.

Commissioner Jones stated that Cashiers-Glenville Fire Department would also show up for a fire call as well in that area. So the county is still subsidizing those services and helping to off-set the costs.

**Consensus**: *Include both \$4,677 and \$9,200 in the budget for compensation to Macon County for providing EMS and EOC Services to those residents in Jackson County.*

There being no further business, Commissioner Greene moved to adjourn the meeting. Commissioner Jones seconded the Motion. Motion carried and the meeting adjourned at 11:49 a.m.

Attest:

Approved:

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Angela M. Winchester, Clerk to Board

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Brian Thomas McMahan, Chairman