

**MINUTES OF A
WORK SESSION
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
AUGUST 18, 2015**

The Jackson County Board of Commissioners met in a Work Session on August 18, 2015, 12:30 pm, Justice & Administration Building, Room A227, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Brian McMahan, Chairman	Chuck Wooten, County Manager
Mark Jones, Vice Chair	Angela M. Winchester, Clerk to Board
Charles Elders, Commissioner	J. K. Coward, Jr., County Attorney
Vicki Greene, Commissioner	
Boyce Deitz, Commissioner	

Vice Chairman Jones called the meeting to order.

(1) EMPLOYEE RECOGNITION: Mr. Wooten recognized the following employees for their years of service and retirement:

James Dillard	7 Years of Service	Public Works – Housekeeping	Retiring August 1 st
Sue Evans	16 Years of Service	Department of Public Health	Retiring September 1 st
Ronald Mathis	28 Years of Service	Sheriff’s Office	Retiring September 1 st

(2) PERMITTING AND CODE ENFORCEMENT ROK SOFTWARE: Tony Elders, Permitting and Code Enforcement Director; Mike Murphy, ROK Software Developer; Tiffany Qualls, Permitting Software Coordinator; Darin Allison, Field Inspector; and Kevin Jamison, GIS Director were present for discussion. The new software is linked to the county GoMaps site and shows a dot on the map if any permits were issued on a property. By further clicking on the “globe”, it will show if any of their neighbors have permits so they can investigate work that may have occurred without a permit in the area. The new software gives a list of any permits that have been issued off of the original land development permit. Rather than writing down numbers to go to several different screens to look at these permits, simply hit the print icon and view the entire permit without having to go anywhere else. Every permit they issue in the new software has the ability to hold file attachments. This will free up storage space on their file servers and save paper and ink.

Some information about the software being developed for Permitting & Code Enforcement:

- They were currently issuing permits and scheduling inspections in the old permitting software (FUSION) and the new permitting software (ROK) to be sure that we can collect the same data that we need for reporting from both programs.
- They have been using ROK to perform building inspections for over a year now and were getting ready to introduce the ‘Save & E-mail’ function to contractors. This will allow for contractors to have their inspection results e-mailed to them as soon as the inspector keys in a result.
- To date, there are more 4,600 permits than have been entered into the software; 2,900 land development permits, more than 1,000 residential building permits, more than 150 commercial building permits, almost 500 miscellaneous permits, and around 75 manufactured home permits.

- Of all of the permits that are issued by the Permitting & Code Enforcement offices, they have platforms in place on the ROK software to issue 75% of these permits.
- Their current software (FUSION) only issues four types of permits; residential, miscellaneous, manufactured home, and commercial. Their new system (ROK) incorporates all of these forms into its system while adding in permitting forms for land development permits and erosion control large projects. They are currently working to incorporate permitting for fire, floodplain permits and inspections into the new system.
- Their goal was to have every permit issued in one common system that will have access available to all county departments and develop a portal for the public to view this information as well.
- There is a section of the software that allows for the Planning Office to review applications in all regulated districts; this includes all municipalities, the areas of the county that are zoned, and the Mountain and Hillside Development District. All of their zoning permits, sign permits and other approvals may be entered there and available for all departments to view. They are awaiting guidance from the new planning director for an implementation schedule of these functions.
- Notification of any permits that are issued on a property can be e-mailed directly to any department in the county (ex. the Tax Office can get permit copies quicker for property assessment).
- They were working on a multi-departmental complaint form that will notify Building Inspectors, Erosion Inspectors and Environmental Health inspectors of any customer complaints. Since these forms will be housed in one common area, this will allow the departments to stay connected while dealing with multiple issues on the same piece of property.
- Environmental Health has been working to develop permitting for their septic and well permits. The permit information shows up on the related permit lists on their side of the software so that they can see a permit as soon as it's issued in Environmental Health. The advancements made recently by GIS staff in assisting the health department with GPS locations of wells and septic systems have opened up an entire new layer of information that will be incorporated into the software.

Informational item only.

(3) HEALTHCARE SERVICES FOR THE DETENTION CENTER: Sheriff Chip Hall; Captain John Buchanan, Jail Administrator; Laura Busby and Shannon Middleton of TransformHealthCS, Inc. (THCS) were present for discussion. THCS is a “Georgia grown” business headquartered in Statesboro. They have been delivering correctional healthcare for over a decade and view themselves as the innovators in that space. They have the lowest litigation experience in the state. They do not incentivize their medical team to withhold care and put the county at risk for future lawsuits. They deliver care within a case management model, much like the county’s own medical plan.

Healthcare Service: THCS will identify inmate needs and coordinate their care while in or outside of the facility.

(a) Onsite Services: Healthcare assessments shall be completed within 14 days and reviewed by a physician or physician extender.

- Physician or Physician Extender Services: THCS will provide a licensed healthcare provider to render services onsite.
- Pharmaceutical Service: THCS contracts with pharmacy to deliver medications. This pharmacy only operates in the correctional space and has several different methods in delivering medications. THCS is responsible for ensuring record keeping is accurate and timely. The turnaround for this service is generally less than 24 hours.

- Laboratory Services: THCS contracts for lab testing. Specimens are obtained onsite by nursing staff. THCS maintains membership in a large buying group in order to obtain discounted pricing for supplies and pharmacy for the facility and labs performed.
 - Radiology Services: THCS will provide the management of radiology services when available. X-rays will be performed onsite using mobile machines with digital technology. Other radiology services will be coordinated using local providers.
 - Bio-Hazard Management: THCS has contracted with a national partner to handle waste.
- (b) Outside Medical Services:
- Dental: THCS will provide the management of dental services.
 - Specialty Services: THCS will arrange specialty care services on-site, when possible. To the extent specialty care is required and cannot be rendered on-site, THCS will make appropriate off-site arrangements. County will be responsible for specialty service costs.
 - Hospitalization Services: THCS will arrange for admission and hospitalization of any inmate, who in the opinion of THCS's medical director, requires hospitalization. County will be responsible for the cost of the hospitalization.

(c) Price Proposal: THCS has prepared this proposal specifically for the county, based on an average bed capacity of 72. THCS will provide health care coverage service 7 days a week.

Clinic Staffing Matrix	
Services	
24 hour call center	24/7
Provider	Weekly
Mental health	Bi-Weekly
Nursing	56 hours per week (Sunday - Sunday)
Annual Cost	\$201,405.64
Monthly Cost	\$16,783.80

Mr. Wooten stated the Sheriff's Department currently has \$159,494.87 budgeted for this item. The proposed contract from THCS is \$201,405.64, with a difference of \$41,910.77. There are also start-up costs, which would include equipment such as an EKG machine, etc. The cost of the equipment can be divided up over six months. The difference would come from the contingency fund.

Jackson County Jail Medical Expense							
Fiscal Year	Medical Services	Jail Doctor	Drugs	Jail Nurse	Total	THCS Contract	Additional Requirement
2009-2010	42,342.94	57,000.00	20,421.88	62,869.80	\$ 182,634.62	\$ 201,405.64	\$ 18,771.02
2010-2011	17,973.46	57,000.00	14,240.24	62,869.80	\$ 152,083.50	\$ 201,405.64	\$ 49,322.14
2011-2012	55,396.23	57,000.00	11,823.51	62,869.80	\$ 187,089.54	\$ 201,405.64	\$ 14,316.10
2012-2013	8,152.32	57,000.00	14,491.65	63,863.68	\$ 143,507.65	\$ 201,405.64	\$ 57,897.99
2013-2014	65,286.22	57,000.00	17,850.64	65,793.27	\$ 205,930.13	\$ 201,405.64	\$ (4,524.49)
2014-2015	275,863.90	57,000.00	20,064.71	65,793.27	\$ 418,721.88	\$ 201,405.64	\$ (217,316.24)
2015-2016	25,000.00	57,000.00	20,000.00	57,494.87	\$ 159,494.87	\$ 201,405.64	\$ 41,910.77

JAIL NURSE EXPENSE					
Wages	Fica	Med	Loc	Ins	TOTAL
47,647.00	2,954.11	690.88	3,211.41	8,366.40	\$ 62,869.80
47,647.00	2,954.11	690.88	3,211.41	8,366.40	\$ 62,869.80
47,647.00	2,954.11	690.88	3,211.41	8,366.40	\$ 62,869.80
47,647.00	2,954.11	690.88	3,368.64	9,203.04	\$ 63,863.68
49,329.00	3,058.40	715.27	3,487.56	9,203.04	\$ 65,793.27
49,329.00	3,058.40	715.27	3,487.56	9,203.04	\$ 65,793.27
42,202.07	2,616.53	611.93	2,861.30	9,203.04	\$ 57,494.87

Mr. Wooten stated the item was on the agenda for the regular meeting that evening.

(4) JUSTICE CENTER SECURITY ORDINANCE: Mr. Wooten stated the Justice Center Security Ordinance is designed to maintain a safe and contraband-free environment within the criminal and civil courtrooms and other areas of the Justice Center. The ordinance also provides the guidelines for day-to-day operations throughout the Justice Center. The ordinance has been reviewed by the county attorney and Judge Letts.

The predetermined times for access to the building for staff and the general public will be 7:45 a.m. until 5:30 p.m., Monday through Friday. During these times, there will be Sheriff Deputies on site at the screening location at the north entrance. Anyone that would need access before 7:45 a.m. or after 5:30 p.m. will have to be an approved employee that would use their I.D. card for electronic access. Some exceptions would include court related activities, such as when court would extend beyond the normal hours. Also, Commissioner's meetings will continue to be held in the building after hours. Everyone attending the meeting will have to go through the screening process. They will try to limit any other after hour meetings in the building. If the building is used after hours, there will be costs associated. This will probably be an hourly rate, which has not yet been determined.

September 8th will be the date of implementation for the single-point of entry. The Sheriff's Department will also be responsible for monitoring the enhanced camera system that is now in place. Individuals who violate the provisions of the ordinances could face penalties, which will be considered a misdemeanor and also possible revocation of the individuals I.D. access card. Also, forming a Security Committee has been proposed. The committee would be the eyes and ears of the building, making recommendations to Commissioners to modify the ordinance and security procedures as needed.

Mr. Wooten requested the Commissioners call for a public hearing at their regular meeting later that day.

(5) SAVANNAH FIRE DEPARTMENT CAPITAL PROJECT: Chief Woodard, of the Savannah Fire Department, stated that in regards to the proposed substation at Greens Creek, they have a few items that will need to be done before they can move forward with the project. There is an acceptable site for the septic system, but they will need to install a pump and tank. They received fill material from SCC that has been compacted and they will now need to have a compaction test performed. Alpha Environmental of Asheville has quoted \$900 for the test. They also need a surveyor to set the flood plain elevation at a cost of \$600.

Mr. Wooten stated they now need to obtain proposals from builders so that they can move forward with having plans engineered for the project. It is left to the discretion of the fire department on how they would like to move forward with a builder since they will be the owner of the building.

Informational item only.

(6) CULLOWHEE FIRE DEPARTMENT CAPITAL PROJECT: Fire Chief Tim Green and Terry Ashe, Treasurer, stated they are making a determination of what is required to get the project's construction drawings ready for bid. They would need to incur approximately \$81,000 of costs. What is being proposed is the site work being broken out separately from the building because of the re-compacting at the site. The site would be prepared and then be ready for the building construction, rather than that be a part of the general contract making this two different bids.

Mr. Wooten had asked Mr. Ashe to get an idea of what they would be looking at for debt service if they had to borrow \$4 mil:

- 10 year loan \$463,000 annual payment
- 20 year loan \$293,000 annual payment

Mr. Wooten stated that before they go to the point of soliciting bids, the Commissioners would need to be on board with the idea of supporting that service at a \$4 mil level. It would be the next budget year before they would be committing anything to this project and even then it would probably be a construction loan, which would be interest only payments until the building is complete.

Commissioner Greene asked if they had considered implementing a fire tax in the Cullowhee District.

Chief Green stated he felt it was time to do a fire tax in Cullowhee. They were in need of a 24/7 staff based on their call volume.

Informational item only.

(7) DREXEL PROPERTY IN WHITTIER – NEXT STEPS: Joe Ward, local farmer, presented a proposal for the Drexel site:

The site consist of approximately 30 acres with a structure of approximately 82,000 square feet. This site, if utilized properly, could be a true asset to the residents of the county and eventually a family fun destination for the region.

(a) Phase One: This site could provide a great facility for local farmers to have a site to package their product. This project would include approximately 20,000 square feet on one end of the building. Mr. Ward, along with five other farmers: William Shelton, Kent Cochran, Jeff Darnell, Nathaniel Darnell and Brian Bumgarner, plan to develop an LLC to operate this packaging facility. The facility would offer other farmers access for a small fee, which would be used to support the overhead costs associated with operations. The farmers have agreed to provide equipment needed if the county will allow them access to the building. Several of the farmers are in the process of becoming GAP certified, at which time this facility will likely be turned into a GAP certified packing facility.

Costs associated with the project:

- Insurance - \$1 mil liability policy at \$6,000 per year
- Roof repair
- Electric to code
- Machines
- Ongoing costs include utilities, power and water, which will be paid by the LLC

(b) Phase Two: Turn the outside of the space/acreage into a fairground, which the county could maintain ownership of. The facility has the potential to house multiple venues and events such as county fair events. Being that the facility is in the floodway, all of the events would need to be moveable.

It is determined that there are multiple grant funding sources such as Tobacco Trust Fund, NC Department of Agriculture and The Little Tennessee. Proposal is for a ten year lease for the 20,000 square foot section of the building for \$10.00 per year.

Commissioner Elders stated that he felt the community as a whole would like to see this property developed and would support efforts to preserve the building for some type of use. All of the farmers mentioned are respectable and capable men.

Vice Chair Jones stated that if the farmers would work out the liability issue and come up with a financial plan for the Commissioners to review, he felt that the ten year lease would give time to observe the use of the building and prolong the life of the building.

Commissioner Greene stated she would like the Chairman to talk with the Eastern Band of Cherokee Indians to see if they are interested in the property for a walking path, etc. and talk about having some of their heritage crops that they or Mr. Ward could have access to for planting. She stated she wanted to give it back to the people who had it originally.

Informational item only.

(8) TWSA PROJECTS UPDATE: Dan Harbaugh, Executive Director, presented items of interest to the county:

(a) Cashiers WWTP Design – Phase I:

- Culmination of multi-year / \$870K effort to date to address long term needs for expanded sewer capacity for this community.

- 16 Acre site acquired on Horsepasture River for plant / discharge.
 - NPDES Permit process competed and 3 phase permit in hand.
 - FY 2015-16 Capital Improvement Plan includes \$320K in funds to proceed with design.
 - Follow on effort in CIP is Advanced Planning for improvements to the sewer collection system to direct flows to new / expanded treatment facility, funded in FY 2015-16 at \$25K
 - Work to secure financing for project has begun and will continue through the design phase to align funding availability to design / permits completion.
- (b) Whittier Sanitary District (WSD) – Thomas Valley Road sewer extension:**
- Project to provide for the installation of gravity sewer to serve +/- 9 properties along Thomas Valley Road.
 - Project Budget \$341.8K funded 90% by Rural Center, 10% Local Match of \$34.18K (Currently by WSD).
 - Funding frozen during Rural Center reorganization.
 - Area property has had recent septic tank failures forcing displacement of multiple families.
 - Funds are still available, reapplication is in progress with Dept. of Commerce who is handling project post Rural Center.
 - WSD Board has requested Jackson County Board of Commissioners to reconsider providing local match.
- (c) WSD – long term ownership**
- System constructed through funding by grants from state agencies, Jackson County, Eastern Band of Cherokee and Church of God.
 - Connections to system haven't been made as rapidly as financial forecasts indicated. System currently has 37 Accounts with revenues running less than operating expenses.
 - Long Term Ownership / Viability of system reviewed in Study by Martin McGill completed in 2012-13. Recommendations include transfer of ownership & steps toward financial success.
 - TWSA has committed to take lead in discussions with all interested parties to determine / implement best ownership / operational options. TWSA has a FY 2015-16 CIP line item with \$7.5K funding, recommended match by Jackson County
- (d) Cashiers water system study:**
- Project jointly funded by Jackson County and TWSA in FY 2014-15 to study feasibility of existing system owned by Jackson County becoming basis of future TWSA owned Public System in Cashiers.
 - Report to be available in late fall 2015, with joint review discussion with both parties at that time.
 - Comments and final report with recommendations to follow.
 - Anticipating recommendations TWSA has a FY 2015-16 line item with \$7.5K funding for this activity, has recommended local match by Jackson County
- (e) Hwy 441 South Corridor and Comprehensive Plan update project:**
- In TWSA Budget Process, Jackson County Staff Identified the HWY 441 South Corridor from Dillsboro toward Franklin as a priority for future planning efforts.
 - In addition, TWSA has been performing "Small Area Plans" over the past two FY's in anticipation of completing an update of their "Comprehensive Plan" once Jackson County issues their updated Comp Plan in 2016.
 - This project is intended to complete the work of both of these items in FY 2015-16.
 - TWSA has a FY 2015-16 line item with \$30K in TWSA funding for this activity, has recommended local match by Jackson County of \$20K.

(f) Dillardtown sewer extension:

- TWSA and Jackson County staff have been working to identify potential target areas for Community Development Block Grant funded infrastructure projects.
- These are driven by income level and environmental need.
- Targeted area selected is Dillardtown area, outside Sylva town limits.
- Initial phase of sewer and extensive water system work completed by TWSA in 2012-13. Addition phases of sewer is project target.
- TWSA has a FY 2015-16 line item with \$5K in TWSA funding for this activity, has recommended local match by Jackson County of up to \$5K.
- Targeting spring 2016 application cycle.

Informational item only.

(9) **HUMAN RESOURCE WELL@WORK UPDATE:** Danielle Wittekind, Human Resource Director, and Melissa McKnight, Health Education Supervisor, presented Well at Work:

(a) History:

- Started in 2011 after grassroots wellness initiative
- “An employee wellness program designed for the employees of Jackson County, by the employees of Jackson County.”
- Employee volunteer committee chartered by the Board of Commissioners to create a wellness program for Jackson County employees to promote healthy lifestyles.
- Participatory wellness program under HIPAA guidelines

(b) Original program:

- Incentive:
 - \$50 Visa Gift Card if 5 wellness points earned
- How Points Earned:
 - Attending educational classes
 - Completing monthly challenges
 - Activities completion (fitness classes, golf, walking club, yoga classes, organized races)
- Communication:
 - Weekly Wellness Wednesday email tips and ongoing reminder emails
- In the first year we only had 22 people get 5 or more wellness points

(c) Surveys and feedback:

- Survey Conducted
- What we learned:
 - Specified times for educational and fitness classes didn't work
 - Employees loved monthly challenges
 - Goodies and incentives are motivators, recognition important
 - Lack of supervisor support
 - Employees want options in what activities they complete rather than specified list
 - More ways to meet the goal of 5 wellness points
 - Most employees want to improve overall health with eating healthier and engaging in physical activity

(d) Success: Employees who participated in Well@Work reported the following health behavior changes:

- Weight Loss (49%)
- Tobacco Cessation (5%)
- Stress Management (21%)
- Increase in Physical Activity (72%)
- Dietary Changes (36%)

- (e) Other wellness initiatives within the county:
 - Employee Clinic
 - Discounted Recreation Center Memberships
 - Employee Assistance Programs
 - Health Risk Assessments & Disease Management
 - Classes at Health Department:
 - Eat Smart, Move More, Weigh Less
 - Freshstart
 - Diabetes Prevention Program
 - Diabetes Self-Management Program
 - Medical Nutrition Therapy

Informational item only.

(10) HUMAN RESOURCE BONUS LEAVE UPDATE: Danielle Wittekind, Human Resource Director, presented:

Bonus Leave:

(a) Fiscal Year: 2014-2015: During the preparation of the FY14-15 budget, bonus leave was issued to all employees who were employed on or before July 1, 2014. The leave allotted was a total of 2.5 days prorated based on full-time equivalent and shift. The guidelines regarding administration of the bonus leave included:

- To be used prior to the end of the fiscal year.
- Accrued compensatory time must be used prior to bonus leave.

At the end of FY14-15, there was a total of 451.51 hours of unused bonus leave. Employees who did not have the opportunity to take bonus leave were in the Sheriff's Office and Emergency Management; these offices/departments typically have higher rates of accrued compensatory time and these employees were unable to exhaust compensatory time to use the bonus leave.

(b) Fiscal Year: 2015-2016: During the preparation of the FY15-16 budget bonus leave was issued to all employees who were employed on or before July 1, 2015. The leave allotted was a total of 2.5 days prorated based on full-time equivalent and shift. Administration of bonus leave was discussed during a previous work session and options in administration of such leave were requested to be researched and findings are below:

Agency	Administration with Other Leave Types	Rollover Provisions	Included in Terminal Payout
State of North Carolina*	Bonus leave shall be used after holiday compensatory time, over-time compensatory time, gap hours compensatory time, callback compensatory time, on-call compensatory time, travel compensatory time, and emergency closing compensatory time.	Any balance of bonus leave on December 31 will be retained by the employee and transferred into the next calendar year. It will not be as part of the maximum 240 hours of vacation that can be retained. Not subject to conversion of sick leave.	Yes.
Transylvania County	Can be used at any time regardless of other available leave types.	No rollover. Must be used by end of calendar year.	No.
Martin County	Prior to the use of annual leave or sick leave an employee must exhaust bonus leave, comp time and holiday pay (in that order).	Not specified.	Not specified.

(c) Recommendations: As there is concern in the equitable administration in bonus leave there are different ways the bonus leave can be administered to provide employees the opportunity to take the given leave while at the same time limiting the potential financial liability it holds as a terminal payout upon separation of an employee.

(d) Option One – Change Order of Leave Usage. Currently compensatory time is to be exhausted prior to the use of bonus leave. Jackson County could elect to allow bonus leave to be used prior to compensatory time so that employees who have accrued compensatory time will be able to use the provided leave prior to the end of the fiscal year.

(e) Option Two – Allow Carryover/Conversion. Currently compensatory time is to be used prior to the end of the fiscal year or the remaining bonus leave is removed. Jackson County could elect to allow bonus leave to carry over from year to year. As the unused bonus leave is a financial liability as a terminal payout, would recommend setting a limit to the amount of bonus leave that can be carried over and anything in excess of the elected amount would roll over into sick leave. Unused sick leave counts toward service credit within the Local Government Employees’ Retirement System.

(f) Option Three – Combination of Option One and Two. A combination of both changing the order to which leave is used and allowing for carryover/conversion would both provide opportunities for all employees to use the bonus leave or if not used still receive benefit from the leave being converted into sick leave, thus converted into creditable service.

Chairman McMahan recommended Option One. Also, he asked Ms. Wittekind to put together a plan that would recognize years of service for potential employees to be reported back to the Commissioners in the next two months.

(11) GOLDEN LEAF COMMUNITY BASED GRANTS MAKING: Mr. Wooten presented:

(a) Community Assistance Initiative (CAI) (2007-13) a brief history:

- Board approved initiative to target Tier 1 counties that had not received any direct GLF grantsmaking.
- Later expanded to any county that was or had been Tier 1 from 2007 through end of 2012.
- \$2 million reserve for each Tier 1 county.
- In October 2013, process was completed in 46 counties – 201 grants made totaling over \$89.1 million.
- Public, community-based process took 6-7 meetings, 437 meetings total.

(b) Community based grants initiative (CBGI) FY 2016:

- Providing for clearly identified priorities/solving needs at local level.
- For those competitive projects, awarding significant grants per county (up to \$1.5 million).
- Targeting counties that are the most in need.
- Promoting economic growth and development in long term.
- Doing the most good for the most people.

(c) Major points:

- The county manager serves as the key contact of the process, in terms of responsibility for submitting a slate of projects that are ready to go. Projects do not have to be administered by county government.
- To be competitive, a 20% cash match for the project must be secured or pending.
- The CBGI only accounts for just over one-third of Golden Leaf’s grantsmaking this year.
- Three step review and decision process: county manager selects and submits project letters of inquiry (LOI), Golden Leaf Board invites or declines to invite full proposal based on LOI, Golden Leaf Board approves or declines full proposal applications.

(d) Projected process:

- August 5-6: Briefings on CBGI process.
- October 1: LOI for 1-3 projects.
- October 23: President provides feedback on submissions.
- December 3: Golden Leaf Board of Directors votes on LOI.
- January-February 2016: Golden Leaf conducts site visits.
- April 7, 2016: Golden Leaf Board votes on full proposals.

Informational item only.

(12) OTHER CAPITAL PROJECTS: Mr. Wooten presented Five Year Capital Improvement Plan:

	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Total
Jackson County Public Schools						
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 (5%)	\$ 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
Total Jackson County Public Schools	\$ 4,288,038	\$ 4,392,805	\$ 4,134,514	\$ 3,711,060	\$ 2,447,377	\$ 18,653,094
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
Total Funds Available	\$ 2,366,510	\$ 1,627,900	\$ 1,771,691	\$ 1,921,741	\$ 2,078,364	\$ 9,766,206
Available more(less)	\$ (1,921,528)	\$ (2,764,905)	\$ (2,362,823)	\$ (1,789,319)	\$ (369,013)	\$ (9,207,588)
Southwestern Community College						
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
Total SCC	\$ 311,361	\$ 200,000	\$ 700,000	\$ 11,200,000	\$ 200,000	\$ 12,611,361
Jackson County						
Health Department - Advanced Planning**	\$ 300,000					\$ 300,000
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 Pool		\$ 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
Total	\$ 4,686,409	\$ 6,026,663	\$ 7,070,630	\$ 3,825,755	\$ 17,620,575	\$ 38,730,032
Grand Total	\$ 9,285,808	\$ 10,619,468	\$ 11,905,144	\$ 18,736,815	\$ 20,267,952	\$ 69,994,487
4/23/2015						
** Medicaid Reimbursements Est: \$800k						

Mr. Wooten stated they have approximately \$2 mil in the capital reserve account. He recommended they begin moving forward with the following projects:

- Remodel of the Inspection and Code Enforcement Office in Cashiers.
- Paving the parking lot at the Aging Center
- Skyland Services Center

Chairman McMahan stated he was concerned about storm water and requested the county manager look at alternatives to paving the Aging Center parking area.

Commissioner Deitz requested the Animal Shelter Task Force give the Commissioners an update on their progress at an upcoming meeting.

Mr. Wooten suggested a joint work session with the Health Board and Odell Thompson to review the options for the Health Department and obtain a consensus on the next steps in order to move forward.

(13) LANDSLIDE MAPPING: Chairman McMahan stated Jackson County Landslide Mapping Project

(a) Project Deliverables:

- Complete the Landslide Inventory for the County in GIS
 - Pre-field GIS work with air photos and LiDAR Digital Elevation Models
 - Field verification of landslide locations
 - Data QA/QC
- Landslide Susceptibility Maps
 - Where Natural Debris Flows Might Start – Map layer showing areas natural landslides might start during heavy rain events
 - Where Natural Debris Flows Might Go – Map layer showing areas natural landslides might affect during heavy rain events
 - Slope Construction Caution Areas – Map layer showing slopes where landslides on modified slopes tend to occur
- User’s Guide
- Educational brochure for the public
- Participation in Stakeholders meetings
- Public education and outreach meetings
 - Includes map use workshop for County personnel users and workshop for real estate and construction industry groups or other interested organization
- Work with project partners on online map distribution

(b) Estimated Costs: We estimate the total cost for this project as \$143,000. This represents a reduction of \$15,000 from the \$158,000 estimate we gave the Planning Board in July, 2014. This reduction is due to improved efficiencies in the modelling process. Project costs could be spread over two fiscal years.

(c) Estimated project timeline: Total project completion will take a year and a half. We anticipate allotting one year to complete the inventory and 6 months to complete susceptibility modelling and education and outreach efforts. This is dependent upon stakeholder scheduling and review of products, weather, and funding timelines.

Mr. Wooten stated the item was on the agenda for the regular meeting that evening.

(14) WIRELESS COMMUNICATIONS ORDINANCE: Mr. Coward stated revisions had been made the ordinance from suggestions during the work session earlier in the day. The item was on the agenda for the regular meeting that evening.

There being no further business, Commissioner Deitz moved to adjourn the meeting. Commissioner Greene seconded the Motion. Motion carried and the meeting adjourned at 5:08 p.m.

Attest:

Approved:

Angela M. Winchester, Clerk to Board

Brian Thomas McMahan, Chairman