

**MINUTES OF A
REGULAR MEETING
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
JANUARY 30, 2017**

The Jackson County Board of Commissioners met in a Regular Session on January 30, 2017, 6:00 p.m., Justice & Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina.

Present: Brian McMahan, Chairman
Charles Elders, Vice Chair
Boyce Deitz, Commissioner
Mickey Luker, Commissioner
Ron Mau, 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**: Chairman McMahan amended the agenda by adding an item: Set a Public Hearing for Financing Contract for School Improvements Loan. Commissioner Elders moved to approve the amended Agenda. Commissioner Deitz seconded the Motion. Motion carried.

(2) **MINUTES**: Commissioner Elders moved to approve the minutes of a Regular Meeting of January 09, 2017, a Work Session - Budget Workshop of January 10, 2017 and a Work Session of January 17, 2017. Commissioner Mau seconded the Motion. Motion carried.

(3) **CHAIRMAN'S REPORT**: Chairman McMahan stated that he attended the RPO Transportation Board meeting held in Franklin that past week. A few significant items from the meeting: (1) a draft STIP Plan 4.0 was presented showing projects that had been placed in the STIP for the years 2018-2027, which were broken into two blocks of years 1-5 and 6-10. These were the projects that had been under consideration for some time. All of the six counties in the Southwestern RPO region had at least one project in the plan. The Jackson County project on the 1-5 year plan was "modernization roadway from NC 281 South towards Glenville", which was working through the process. (2) They also discussed Prioritization 5.0, which would involve starting the process over again and going through all of the steps to determine how future road projects would be ranked.

Chairman McMahan recognized Jack Debnam, Division 14 Board of Transportation Member. Mr. Debnam stated that the rural areas had gotten short-changed. He would be going back to Raleigh then next day to take up the issue again to try and have more weight placed in rural areas. Jackson County did not get a single state funded project that year, while 51% of the money awarded in the state stayed in Wake County. That was two cycles in a row that Jackson County did not get a state project.

Chairman McMahan thanked Mr. Debnam for his efforts.

(4) COMMISSIONER REPORTS:

(a) Commissioner Luker stated he had attended the Department on Aging Board meeting. They would be holding another firewood cutting at the Cullowhee Methodist Church on Saturday. He also attended the School Board meeting on Tuesday night. Dr. Carpenter from WCU gave a presentation of the Catamount Lab School and how the program would be integrated with Smoky Mountain High School. There was also an update on the One to One program with the Golden Leaf Grant for the laptops, which were being distributed that week. Blue Ridge did receive a one-time private donation for laptops to be distributed down to the seventh grade.

(b) Commissioner Elders stated that he served on the Mountain Projects Executive Board and he was required to obtain additional training for that Board each year. He had completed his training for the year. Also, he had attended his first meeting with the Health Board and he felt the new Health Director would be an asset to the county and he looked forward to serving on this board.

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

(a) **Freedom Park:** It was anticipated that the precast stone cap would be delivered that day. It was projected that the project would be complete in February or March 2017. The exact completion date would be weather dependent. It was anticipated that the grand opening would be held sometime in spring of 2017. An exact date could be planned once the project was complete.

(b) **R-5600 – NC 107 Improvements Public Meeting:** NCDOT would hold a meeting on Thursday, February 23rd in Room 102C, Burrell Building at Southwestern Community College. The purpose of the meeting would be to discuss the proposed improvement to NC 107 (R-5600). There were two separate meetings, one with a local officials briefing from 2:00 - 3:30 p.m. and a drop-in style workshop for the general public from 4:00 - 7:00 p.m.

(c) **Homelessness Case Management Update:** Southwestern Child Development and Jackson Neighbors in Need had been working since November to shelter and provide case management for the homeless during the cold weather season. As of January 26th, there had been 51 individuals that received shelter, 18 of these individuals were children. The cost to date of \$31,120.40, would soon surpass last year's amount.

Southwestern Child Development hired a full-time case manager beginning December 5, 2016 and had also been using two interns from WCU. Two part-time positions would be filled the next week. Dr. Marilyn Chamberlain began establishing procedures for sheltering people and establishing guidelines in making decisions. She based the standards on a program called "Housing First Model" that had been adopted by HUD and many other shelters across the country. Dr. Chamberlain also put together an advisory management team to begin the next phase. The management team would begin meeting in February. The primary goals were as follows:

- Put together next year's budget request to maintain one full-time position, two part-time positions and to fund sheltering of the clients. This goal would be accomplished within the current budget process time frame.
- Southwestern Child Development administration case Management would work with the management advisory team to develop and research multiple methods on how to serve the homeless population in the county. Best management practices would be taken into consideration when looking at different models and needs for each model would be identified allowing for cost estimates to be developed. It was anticipated that this goal will be accomplished in six months. When the models were identified and cost estimates were put together, there would need to be a process that identified which model had community support.

(d) Upcoming Meetings:

Monday, February 6, 2017 – Regular Commissioner Meeting at 3:00 p.m.

Monday, February 13, 2017 – Commissioner Work Session at 1:00 p.m.

Monday, February 20, 2017 – Regular Commissioner Meeting at 6:00 p.m.

(6) INFORMAL COMMENTS BY THE PUBLIC:

(a) Eric Myers of Sylva stated he had submitted an application to serve on the Trails and Greenway Committee, but had not heard back. He was very interested in serving and wanted to ask the status of his application.

Chairman McMahan stated that there were appointments open for this committee and they would discuss making appointments and moving forward on this matter later in the meeting.

(b) Sandy Davis of Cullowhee stated she had spoken with Brian Burch with NCDOT and John Jeleniewski of the Planning Department to make them aware of a situation. There was a traffic hazard in Cullowhee on Speedwell Road. The road was narrow and she feared an injury or death may occur if there was not a solution. She proposed making Speedwell Road a one-way street. She would be willing to help identify and participate in a solution.

(7) CONSENT AGENDA:

(a) Darlene Fox, Finance Director, presented the Finance Report for December, 2016 for approval.

(b) Darlene Fox, Finance Director, presented two Budget Ordinance Amendments for fiscal year ending June 30, 2017, for approval.

(c) Brandi Henson, Tax Collector presented, Tax Collector and Refund Reports for December, 2016, for approval.

***Motion:** Commissioner Luker moved to approve the Consent Agenda. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

(8) AUDIT REPORT FOR FISCAL YEAR ENDING 06/30/2016: Ms. Fox stated that a copy of the audit report had been previously distributed to the Commissioners, for their review. Brian Broom of Dixon Hughes PLLC, would be available at the February 6th regular meeting to present a summary report and answer any questions.

Informational item.

(9) FINANCING CONTRACT FOR SCHOOL IMPROVEMENTS LOAN: Ms. Fox requested a public hearing be set for the financing contract for school improvements. This was regarding the \$9 mil QZAB funding for construction projects for the schools.

***Motion:** Commissioner Elders moved to set a public hearing on February 20th at 5:45 p.m., to be held at the Justice & Administration Building, Room A201, 401 Grindstaff Cove Road, Sylva, North Carolina. Commissioner Luker seconded the Motion. Motion carried by unanimous vote.*

(10) WIRELESS CO-LOCATION FEE WAIVER REQUEST: Michael Poston, Planning Director, stated the Planning Department received a request from WCQS to waive the \$2,500 co-location application fee for the relocation of their equipment from their existing tower located at the airport (scheduled to be removed) to the county's newly constructed airport tower. The Airport Authority agreed to lease WCQS space on the tower for their antenna. WCQS was a non-profit organization that provided radio programming to Jackson County residents at no cost. The request still required that they submit all engineering documents and comply with all of the standards for co-locations, per the county's Telecommunications Ordinance.

Jason Reed, Director of Technology at WCQS, stated that WCQS had been broadcasting from the airport since 1987 and they were a nonprofit organization providing service to the residents of the county, at no cost. Waiving the fee would allow them to divert those funds into improving their services to the county.

***Motion:** Commissioner Deitz moved to approve the request to waive the \$2,500 co-location fee for WCQS on the county's newly constructed airport tower. Commissioner Mau seconded the Motion. Motion carried by unanimous vote.*

(11) TOURISM DEVELOPMENT AUTHORITY (TDA) RESOLUTION R12-34 AMENDMENTS: A public hearing was held prior to this meeting with no public comment.

Motion: *Commissioner Luker moved to approve the amendments to Resolution R12-34. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

(12) RESOLUTION R17-02 APPROVAL OF AMENDMENT TO INTER-LOCAL AGREEMENT - TRANSIT: Chuck Norris, Transit Director, presented Resolution R17-02 approving the execution of the Second Amendment to the Inter-Local Agreement and Contract Concerning the SoNCVET: Southwestern NC One-Call One Click Center for Veterans Transportation project.

Motion: *Commissioner Mau moved to adopt Resolution R17-02 approving execution of the Second Amendment to the Inter-Local Agreement. Commissioner Luker seconded the Motion. Motion carried by unanimous vote.*

(13) WIRELESS COMMUNICATIONS ORDINANCE AMENDMENTS: A public hearing was held prior to this meeting where written public comment was available.

Motion: *Commissioner Elders moved to adopt the amendments to the Wireless Communications Ordinance, as presented. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.*

(14) WIRELESS COMMUNICATIONS ORDINANCE AMENDMENTS CONSISTENCY STATEMENT:

Motion: *Commissioner Elders moved to approve the Wireless Communications Ordinance Amendments Consistency Statement. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.*

(15) CASHIERS COMMERCIAL AREA LAND DEVELOPMENT ORDINANCE AMENDMENTS – SIGNS AND CONSISTENCY STATEMENT: A public hearing was held prior to this meeting with public comment.

Commissioner Deitz stated that Mr. Slaughter spoke during public comment at the public hearing. He inquired if his question had been satisfactorily answered.

Mr. Slaughter stated he had spoken with John Jeleniewski of the Planning Department and his question had been answered satisfactorily.

Motion: *Commissioner Elders moved to adopt the amendments to the Cashiers Commercial Area Land Development Ordinance, as presented, along with the Consistency Statement. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.*

(16) GOOD SAMARITAN CLINIC APPOINTMENT:

Motion: *Commissioner Elders moved to appoint Chairman McMahan to serve on the Good Samaritan Clinic Board. Commissioner Luker seconded the Motion. Motion carried by unanimous vote.*

(17) ADJUSTMENT BOARD: Commissioner Mau recommended Marcus Metcalf for his appointment. Commissioner Deitz recommended Krissy Mabry for his appointment.

Motion: *Commissioner Luker moved to reappoint Joel Johnson and Norman West (alternate) and appoint Marcus Metcalf and Krissy Mabry to three year terms on the Adjustment Board, terms to expire September 4, 2019. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.*

(18) CASHIERS PLANNING COUNCIL:

Carry over.

(19) CEMETERY BOARD: Commissioner Mau recommended reappointment of Billie Bryson. Commissioner Elders recommended reappointment of Randy Cabe.

Motion: *Commissioner Elders moved to reappoint Billie Bryson and Randy Cabe to four year terms on the Cemetery Board, terms expiring February 2, 2021. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.*

(20) FIREMEN'S RELIEF FUND:

Carry over.

(21) PLANNING BOARD CHAIRMAN AND VICE CHAIR:

Motion: *Commissioner Deitz moved to reappoint Scott Baker as Chairman and to appoint Bonnie Claxton as Vice-Chair of the Planning Board, for one year terms to expire December 31, 2017. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

(22) TOURISM DEVELOPMENT AUTHORITY:

Carry over.

(23) TRAILS AND GREENWAY COMMITTEE: Ms. Baker stated there had been some questions from the Commissioners regarding the structure of this committee. She stated it was actually a subcommittee of the Parks and Recreation Board and therefore there were no previous procedures in place. Lance Elzie, Outdoor Recreation Manager, had been working on new procedures and requested to be present at the February 6th regular meeting to discuss those procedures, the applications they had received and their recommendations for those appointments. She requested the item be carried over until February 6th so that Mr. Elzie could be available to answer any questions the Board may have.

Carry over.

(24) PRESS CONFERENCE: None.

(25) CLOSED SESSION:

Motion: *Commissioner Deitz moved that the Board go into closed session pursuant to G.S.143-318.11(a)(4) Business Expansion, G.S.143-318.11(a)(5) Real Property and G.S.143-318.11(a)(6) Personnel. Commissioner Mau seconded the Motion. Motion carried.*

Chairman McMahan called the regular meeting back to order and stated no action was taken in closed session except the approval of the closed session minutes.

(26) AGENDA: Chairman McMahan amended the agenda by adding an item: Personnel Change. Commissioner Deitz moved to approve the amended Agenda. Commissioner Elders seconded the Motion. Motion carried.

(27) **PERSONNEL CHANGE**: Chairman McMahan stated a request had been made by the County Manager to reclassify Tim Thomas from I.T. Director to Computer Systems Admin. II at a Grade 26, Step 27.

Motion: *Commissioner Deitz moved to approve the reclassification request. Commissioner Elders seconded the Motion. Motion carried by unanimous vote.*

Chairman McMahan stated a request had been made by the County Manager to promote Kelly Fuqua to the position of I.T. Director at a Grade 31, Step 1.

Motion: *Commissioner Elders moved to approve the promotion request. Commissioner Deitz seconded the Motion. Motion carried by unanimous vote.*

There being no further business, Commissioner Deitz moved to adjourn the meeting. Commissioner Mau seconded the Motion. Motion carried and the meeting adjourned at 8:07 p.m.

Attest:

Approved:

Angela M. Winchester, Clerk to Board

Brian Thomas McMahan, Chairman