

**MINUTES OF A
WORK SESSION
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
OCTOBER 10, 2017**

The Jackson County Board of Commissioners met in a Work Session on October 10, 2017, 1:00 p.m., Justice and Administration Building, Room A227, 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) LANDSLIDE MAPPING PROJECT: Jennifer Bauer and Stephen Fuemmeler, Principle Geologists at Appalachian Landslide Consultants, PLLC, presented the final report for the Landslide Mapping Project for the county:

(a) Results: The project resulted in a completed landslide inventory and susceptibility maps for the county (outside the Qualla Boundary). The geo-database inventory included locations of known landslides and landslide deposits to help users become more aware of where landslides had occurred and what impacts they had. The inventory included subsidence points indicating areas that could be repaired before they completely fail and impact slopes and oftentimes streams below. Database fields indicate the relative potential for future movement, water quality impact upon failure and public safety impact upon failure. The fields made it easy to sort the database for locations that had the highest likelihood of failing and impacting public safety and water quality, providing prioritization for targeting funding for repair or evacuation during sustained heavy rain events.

The susceptibility maps indicated areas that were more prone to being affected by landslides during heavy rain events. They also included a layer that indicated where care should be taken when planning and building. These maps targeted user's attention to where they needed to take special care when developing to prevent the destabilization of a slope that was near instability in its natural state or may be more likely to fail if not constructed carefully. These maps helped to promote the concept of building, according to the suitability of the natural resources, which subsequently helped to reduce potential impacts to properties as well as erosion and water quality impact.

(b) Inventory Statistics:

- 461 total landslides
 - 187 naturally occurring, 274 on constructed slopes
 - 45 active landslides
 - 79 had an imminent or high potential for future movement
- 22,772 acres of ancient landslide deposits
 - These areas indicated where landslide activity in the past had deposited soil and rock that could become unstable when modified
 - 1,434 mapped polygons
- 60 areas of subsidence
 - These could be repaired before catastrophic failure

(c) Susceptibility Map Statistics:

- 83% of debris flow type landslides on unmodified slopes were captured within the “Where Debris Flows Might Start” model area
- 89% of the landslides that start on constructed slopes fall within the “Slope Construction Caution Area”

(d) Inventory: Creation of this inventory brought to light stories of the impact of the 1940 flooding event on portions of the county. Through review of the 1953 air photos, 115 landslide locations were added to the database with a movement date of 1940. These were locations where confidence was high that the feature on the photo was a landslide. 45 of these sites were field verified, 36 by ALC and nine by the NCGS. Seeing these landslide features in the field, as well as speaking to those whose families were impacted by these landslides and floods in the local communities, increased confidence about features seen on the air photos.

(e) Outreach: Creation of the maps was not enough to create awareness, so the project included several outreach and education components, including stakeholder meetings, one-on-one contact and educational meetings. These outreach and education components helped to increase citizens’ awareness about landslides in the county and how to protect themselves and their investments.

Four stakeholder meetings were held, one at the beginning of the project and interim update reports to the Planning Board, the Cashiers Planning Council and the Cullowhee Planning Council. These meetings involved stakeholders from local municipalities, county government, local real estate professionals, local business owners and others. ALC also gave a presentation to the Cashiers Valley Rotary Club about the landslide mapping. During field work for the project, ALC talked to 65 property owners and handed out brochures about the project.

In February, 2016, ALC submitted a press release to several media outlets. The project received press coverage from:

- Smoky Mountain News
- The Highlands News – “Native Highlander part of team to map JC landslides”
- The Mountaineer – “Jackson Landslide Mapping Kicks Off”
- Mountain Express – “Jackson County begins landslide mapping project”
- WLOS News 13 – “Jackson County invests in landslide mapping”
- In February, 2017, ALC contributed photos and information for an article about landslide mapping in the Sylva Herald, published February 22, 2017.

ALC also wrote a professional paper for the 3rd North American Symposium on Landslides, held in Roanoke, Virginia in June of 2017.

(f) Future Work: After the initial review of the data by County Staff, ALC would post the User’s Guide and maps on the online map view at: appalachianlandslide.com/landslide-hazard-maps/. ALC would also work with county GIS Staff regarding online map distribution.

At least one final meeting would be held to present the results to the County Commissioners, Planning Board Members and other stakeholders in the future. In order for the maps to be understood and used effectively, ALC would facilitate a workshop on using the online landslide maps. ALC would also continue to work to increase awareness of the mapping through an additional press release. With a continued presence and communication efforts about how to effectively use the mapping, the citizens of the county could be informed and prepared for the next landslide triggering rain event.

Chairman McMahan stated that he thought this information complimented what the county already had, as it corroborated and supported what they had been doing with the Mountain Hillside Development Ordinance and he thought staff had agreed with that. This would be valuable to have as an additional resource for people who wanted to use it, such as professional staff, potential property owners and buyers or whoever wanted to use the information.

He thought they should have a way to display it on the county website so people could publicly access it for free and link it to ALC's website as well. Also, he thought they should move forward with the training sessions for whoever wanted to learn how to use it. He felt it was very valuable and he appreciated the work they did.

Informational item.

(2) COUNTY SIDEWALKS: Michael Poston, Planning Director, stated that sidewalk infrastructure was a common public facility in the municipalities of Sylva, Dillsboro and Webster. Those municipalities were responsible for the maintenance to those facilities. While it was less common for counties to maintain sidewalk facilities, the county entered into agreements with NCDOT to maintain segments of sidewalks located outside municipal limits on a project by project basis. The three most prominent were the sidewalk along Frank Allen Road in Cashiers, the sidewalk along US 441 from the entrance to the Qualla Boundary to Catamount Travel Center and the proposed sidewalk along Old Cullowhee Road from the end of the new bridge north to the Cullowhee Café. The sidewalk segments were located in portions of the county that had a more urban land development pattern where traditionally, sidewalk infrastructure was more predominant. These areas were also located within the three zoned districts of the county (one in each Cashiers, 441 Gateway and Cullowhee).

As development in these areas continued, the expansion of sidewalk infrastructure would also increase as the zoning ordinance in all three required new development or redevelopment to install sidewalks along the existing roadway. NCDOT would allow sidewalk infrastructure in the rights-of-way as long as there was a governmental agency willing to maintain the sidewalks. This was accomplished through the execution of three party encroachment agreements between NCDOT, the county and the property owner.

Staff requested clarification on the county position regarding acceptance of sidewalks installed by developers and if deemed appropriate by the Board, to create a sidewalk acceptance and maintenance policy in order to effectively manage sidewalk infrastructure as development continued in these areas.

After general discussion, the Board requested this item be added to an agenda for consideration.

Consensus: *Add this item to the next regular meeting agenda for consideration.*

(3) COMMUNITY ADVISORY COMMITTEE FOR LONG-TERM CARE: Larry Reeves, Long, Regional Long Term Care Ombudsman and Sara Jane Melton, Area Agency on Aging Administrator stated the following changes:

(a) Appointment Process post House Bill 248:

- Application at the county commission
- Clerk notifies Regional Ombudsman
- Regional Ombudsman verifies whether nominee meets minimum requirement and is free of conflict of interest
- Regional Ombudsman trains / member attests
 - SLTCO certifies and designates
 - Regional Ombudsman notifies county to appoint to committee
 - SLTCO can refuse, suspend and remove designation of member

(b) Community Advisory Committee Members appointed must:

- Meet the minimum requirements in accordance with the State Long-Term Care Ombudsman Program Policies and Procedures
- Have received initial training; and
- Receive on-going training requirements in accordance with the Ombudsman Policies and Procedures.

Informational item.

(4) **JACKSON-MACON COUNTY LINE**: Bobby McMahan, Tax Administrator, presented the following timeline of events:

- Originally, the two counties started having conversations about the location of the county line, which was common and all 100 counties did this with their neighbors from time to time, for different reasons.
- 2010-11 both Jackson and Macon Counties were working on revaluation information and started questioning where the line actually was in a couple of places.
- A lot of the border was Forest Service property. Some of the border went through high-end communities, which was where a lot of the concern was.
- 2011-2012 the counties started the legal process to have the boundary line reviewed, at no cost to the counties, as there was a North Carolina County Survey Line and Boundary Chief.
- At that time, they brought the item before the Board of Commissioners and then made application to the state for the review.
- Spring of 2013, there was a joint meeting held in Macon County, where they were informed there were eight projects ahead of this one, including the North Carolina – South Carolina state boundary line.
- August of 2013, both counties started sending requested information to the Survey Supervisor.
- October of 2014, the County Manager requested an update. The state was analyzing and compiling information that had been sent to them from the two counties.
- August of 2014, the Survey Supervisor retired.
- 2016, a new Survey Supervisor was hired.
- April of 2016, a work session was held and information was reviewed as preliminary. The state indicated they had more work to do.
- March of 2017, the Survey Supervisor contacted his office and sent an additional file with a preliminary report.
- September of 2017, after a news article came out about the boundary, Mr. McMahan inquired on the progress with the state. The state indicated they did not have their final lidar set in a useable format yet. It would probably take another 4-5 months before they would have a product ready for review in its final state.

Mr. McMahan stated that the county line would not move very much. He stressed that the information was preliminary and nothing could be final until the Jackson County and Macon County Boards of Commissioners agreed and voted. Then, at that point, the General Assembly in Raleigh, according to Statute, would have to ratify it.

Mr. Adams stated that the news article stated there could be up to \$1.2mil of tax levy up for discussion.

Mr. McMahan stated he was not aware of where they came up with those numbers, but it would not be anywhere near that amount.

Informational item.

(5) BRUNCH BILL SB155: Present for discussions: Stephanie Edwards, Executive Director, Cashiers Chamber of Commerce; Malice Grant, President, Cashiers Chamber of Commerce; and Nick Breedlove, Executive Director, Tourism Development Authority.

Ms. Edwards stated that on behalf of the Cashiers Area Chamber, representing more than 400 business, nonprofit and associate members in Cashiers and Hamburg Township Communities, they urged the Commissioners' prompt and favorable action to allow the sale of alcoholic beverages beginning at 10:00 a.m. on Sundays.

They understood that the recently passed North Carolina legislation, referred to as the "brunch bill" authorized counties and municipalities to adopt ordinances that would allow this. As an unincorporated community, they requested the Commissioners' leadership to extend the hours, which would financially benefit the food and beverage industry, create hospitality jobs and enhance the visitor and resident dining experience.

She also provided two letters of support from the Jackson County Tourism Development Authority and NC Restaurant and Lodging Association. She stated there were no restaurants in Cashiers that did not support the bill.

Mr. Breedlove added that since Sylva adopted the ordinance, their sales had increased.

Commissioner Deitz stated that it bothered him that the legislature could have done this itself, instead of leaving it for each County Board of Commissioners to decide. Also, it bothered him that just because other municipalities had done this, people believe that Jackson County should do it also. He thought it seemed that they went more and more in the direction of taking away some of the things that they had done traditionally in the south on Sundays. Traditionally, there was not hunting or using guns on Sunday, but it was decided that was not important anymore. He thought it was a slippery slope they were all sliding down and no one seemed to care, but he cared.

Commissioner Elders stated that voting for this would be against his conscience. He thought the world of all of the churches in the county. He did not try to infringe upon anyone to go to the church that he attended, but he respected everyone that did go to church. He did not sell alcohol at his business, but he did not say a word against anyone that did. He felt if they were going to have to do this, why could they not wait and have respect for the churches in the county and give them time, as most adjourn service around noon on Sunday. He would like to see everyone's business increase, but he did not believe they gained that much in two hours on a Sunday. He did support the churches and respected the people that went to church and out of respect for them, he thought they could wait two hours.

Commissioner Mau stated this was legal according to the state, the general assembly said they could do this. Personally, he was into less government, not more, so he favored the brunch bill. He thought the competitive disadvantage issue was big as Sylva would be able to do it, so they would be putting people in the county at a disadvantage, business-wise. It was up to the people to make their own choice. As an individual he could decide if he wanted to consume a mimosa – he probably would not, he would probably be at church, but that did not mean he should put those beliefs on somebody else's back. Same with a business owner, if they want to be open and sell those things that was freedom of choice.

Also, he went to church, but not all religions state that the Sabbath was on Sunday. Then it came down to the question he had asked the County Attorney, did this get into the Establishment Clause of the Constitution and then the Lemon Test and the Coercion Test that the Supreme Courts used to, over time, rule against Blue Laws and that had been the trend and that was really what was going on was the Blue Law. Looking at the history of how the Supreme Courts ruled on that, it had been more and more that it could not be established or coerce people to behave in a certain way.

Ms. Baker stated that he was correct and it was probably subject to challenge.

Commissioner Mau stated that when he took office, the oath he took was to uphold the U.S. Constitution, so he had to do what his oath was when he took office.

Ms. Edwards stated that from their perspective, they did not come to the meeting to position this as a church and state or church versus consumption issue, it was an economic issue and the fact of the matter was that tourism did drive a huge part of the economy and this was directly related to the guest and tourist experience. She urged the Board to consider the issue with those factors in mind, it was not emotional as much as it was economical.

Commissioner Luker stated he agreed a lot with what Commissioner Elders and Commissioner Deitz had said, that was how he was raised and he did believe in keeping the Sabbath holy as much as possible, but what was the Sabbath. This would be a tough decision to make, but as Commissioner Mau stated, he took an oath of office as well to uphold that. He thought the state looked at this as a chance to put this off on local municipalities and that put other parts of the county at a disadvantage. He was always in favor of less government as they had too much at the time. It would be a tough decision personally, but at the same time, he did have a duty and an oath that he had to adhere to. He requested that the item be put to a vote.

Chairman McMahan stated he thought they should put the item on their next regular meeting agenda and vote it up or down.

Commissioner Luker stated that there would be a public comment section during the regular meeting that would give anyone that wished to speak three minutes to do so.

Consensus: *Add this item to the next regular meeting agenda for consideration.*

(6) CULLOWHEE RECREATION CENTER MASTER PLAN: Rusty Ellis, Recreation and Parks Director, presented the Parks and Recreation Department Master Plan Update Overview: Brief History of the Four Plans:

(a) 1969 Plan, Park, Facilities, and Open Spaces 1991-2000, Master Plan 2005 and Master Plan Update 2013.

(b) In 1984, the Recreation and Parks Advisory Board determined that the 1969 plan was no longer useful. The Advisory Board then focused on six facility priorities and those facilities were identified as:

- Softball Complex
- Indoor Recreation
- Management of a facility in Cashiers
- Meeting place in Cullowhee
- Trails-jogging, horse, hiking and bicycle
- Senior Center

(c) Those same six remained the focus of the Parks, Facilities, and Open Spaces Master Plan 1991-2000. The focus was expanded to include two directions:

- Projects requiring major capital outlay
- Projects requiring minimal capital outlay
- Projects requiring major equipment included:
 - Large county park of 20 acres or more in the Cullowhee District
 - Gymnasium apart from a school
 - Indoor Pool
 - Multipurpose Center
 - Classroom/Activity Rooms/Meeting Space in Sylva
 - Softball/Soccer Fields

Under the two directions, projects were labeled long and short-term goals: The indoor pool was placed under the long-term goals.

(d) On January 11, 2005, the Master Plan was adopted and created by Haden/Stanziale Planning and Landscape Architecture. This Master Plan identified the current facility and program offerings for the county and created a strategy that allowed the Recreation and Parks Department to meet the county's future needs. In order to compile the necessary information to determine these needs, several steps were taken and some of which included: Host a series of public workshops, survey residents and users to determine how they felt about current programs and facilities, tabulate and analyze survey results and comments made during the public input sessions and establish an action plan based on data and information gathered through the step process.

Four public Open Houses were held in different locations around the county. These meetings gave county residents a chance to better understand the master plan process, to give input on any recreational based topics and ask questions of the Recreation and Parks Staff and their consultants in a formal setting. Open House meetings were held at the Recreation Center in Cullowhee, Social Services building in Sylva, Smoky Mountain Elementary in Qualla, and Cashiers Library. The following was a list of some questions presented to the public to answer:

- Which county recreational facilities do you use?
- What type of recreation do you participate in on a regular basis?
- How do you feel about the current recreational programs and facilities offered by the county?
- What type of recreational facilities and programs would you like to see in the county?

Approximately 325 county residents agreed to participate in the Resident/Participant Surveys. The largest response was from the group ranging 31 to 45 years of age. All other age groups were equally represented. Females made up 56% of the surveyed. When asked about what elements they would like to see incorporated into developing and maintaining new county parks, the majority would like an increased number of indoor facilities, including an indoor pool. Reasons included needed space for competition swimming, exercise and play in the winter months and therapy for older citizens.

(e) Under this Master Plan, the county was broken down in to four districts

- 1 - Dillsboro/Quall District
- 2 - Sylva /Webster
- 3 - Cullowhee
- 4 - Cashiers/Glenville.

The Recreation Center was a topic of numerous survey responses. An indoor swimming pool was by far the most requested new facility according to surveys from the Sylva and Cullowhee Open Houses. Within the Cullowhee District, it was broken down in to:

- Immediate Needs (0-2 years)
- Near Term Needs (3-5 years)
- Long Term Needs (6-10 years).

Plan and construct an indoor pool was placed in the Immediate Needs (0-2 years). In three of the four open houses the Indoor Pool was the number one thing mentioned when the question was asked what type of recreational facilities and programs would you like to see in the county except in Cashiers, which was second under New Recreation Center.

(f) Master Plan Update (Survey Questions 2012). Equinox Environmental completed this Master Plan Update. The recommendations in the plan heavily incorporated public and staff input, including the following information, but not limited to: Public survey results, public meeting comments, facility inventories, department input and national and state recreation trends.

Data result summary:

- Four public meetings were held in addition to online surveys to aid in acquiring a larger sample community to base planning recommendations.
- There were 841 county Residents that participated in the public process.
- The survey consist of 20 questions and was distributed via an online survey tool, paper copies of the survey was giving out at department programs and was available at the Recreation Center in Cullowhee.

- 763 surveys were completed from October 31 to December 12, 2012 approximately double the amount completed for the 2005 Master Plan.
- Breakdown of the completed surveys were as follows:
 - Cullowhee District 40.6%
 - Sylva/Webster 37.9%
 - Dillsboro/Qualla 12.6%
 - Cashiers/Glenville 8.9%.
- Key Questions:
 - Which facilities or improvements would you be most willing to support funding?
 - Construct centrally located indoor pool: 534 in support
 - Do you believe the county needs more of these facilities? Indoor Pool: 555 yes
 - How important were the following potential parks and recreation improvements?
Construct centrally located indoor swimming pool: 559 important

Again, each District was assigned immediate and long-term needs and again in the Cullowhee District immediate need was to include an ADA accessible indoor pool with locker rooms.

(g) In conclusion, based on the four plans described above each plan discussed the need of an indoor swimming pool. The last two touched base on it being centrally located. Given the fact that the Cullowhee area was the center of the county, he felt that that most logical place for the pool to be constructed was to expand the Recreation Center in Cullowhee for several reasons:

- 20 minute drive from Whittier and 20-30 minute drive from Cashiers
- Flat land that the county already owns
- Support staff in place
- Parking that could support facility
- Support facilities in place bathrooms ready to be expanded upon pool construction

(h) Indoor Pool Amenities:

- 25-meter pool (8 lane)
- Diving well area (high school diving team, water aerobics)
- Heated therapy pool (separate entrance, partner with Harris hospital and other wellness business' to help with physical therapy)
- Classroom spaces, party/event room
- Large Deck space to accommodate large swim meets
- Play area for youth: fountain, buckets, sprayers

Mr. Adams stated that the Request for Qualifications had a proposed timeline within it. In order to appropriately have time to place this item on a referendum and market correctly, they would need to be complete with the project by April, which only gave six months. When they get the statement of qualifications, he would meet with staff and then come back to the Board with recommendations. In order for them to start, they would need to know the location.

Chairman McMahan stated that if they wanted this issue in the 2018 general election, they did not have time to vet properties, they really had one option, which was Cullowhee. He did agree that Cullowhee was the prime location, however, he always felt they wanted to try to provide opportunities in other communities. He wanted them to think about having opportunities in the northern end of the county. They really needed to focus on some of these areas such as Qualla. Since the Board made the decision to put this on next year's ballot, they were forced to say that Cullowhee would be the choice.

Mr. Adams stated if they wanted to have accurate numbers for construction and operational costs, then Cullowhee would be the location where they could give the Board and the public the most accurate information.

Informational item.

(7) **BRIAN BRYSON PARK DEDICATION**: Mr. Ellis stated he met with the Bryson's and talked about ideas and discussed a monument with an encasement similar to the one at Mark Watson Park, to be placed in the area before the bridge along with a riverside bench. They were currently looking at monument plaques and there were several people willing to donate to the project.

Informational item.

(8) **SKY-FI, INC. REQUEST TO INSTALL EQUIPMENT**: Travis Lewis, Sky-Fi, Inc., President, requested that Sky-Fi, Inc. be allowed to use Webster ball field as an access point to serve a portion of the Webster Community. This would only consist of one small dish and one broadcast device. He offered to pay \$3 per customer to the county, as he did on other agreements with the county. He also requested to give authority to the county manager to enter into agreements with Sky-Fi, Inc. on these types of requests.

Mr. Adams stated that if there was a consensus of the Board to move forward, he would recommend turning this over to Ms. Baker to work with Mr. Lewis on the agreement. Also, the School Board had access to the sheds/buildings.

Ms. Baker stated they would need to bring in the Town of Webster and the School Board into the agreement as well.

Mr. Adams stated it would depend on what type of request was being made as to whether he had the authority or, if the request would need to go before the Board.

Consensus: *Mr. Lewis to work with the County Attorney on an agreement for the Webster ball field access point.*

(9) **EXTENSION EMPLOYEES STATE RAISES**: Rob Hawk, Cooperative Extension Director, stated the state had given two of the Extension Staff state raises and he needed approval for the county to match:

- Christie Bredenkamp: \$250 state / \$250 county (\$125 for each Swain and Jackson)
- Rob Hawk: \$1,230 state / \$1,230 county (\$615 for each Swain and Jackson)

Consensus: *Add this item to the next regular meeting agenda for consideration.*

(10) **CULLOWHEE VOLUNTEER FIRE DEPARTMENT**: Present for discussions: Terry Ashe, Cullowhee Volunteer Fire Department; Odell Thompson, Architect; and Victor Lofquist, Engineer.

Mr. Thompson presented bids for construction of the new Cullowhee Fire Station:

- \$3,675,000: Base Bid
- \$65,000: Alt. A-1 Ceiling
- \$30,000: Alt. E-1 Solar panels for electric
- \$150,000: Alt. C-1 Demo existing building and add parking lot area (not part of original project)
- \$3,920,000: Total project bid with all alternates
- \$88,000: Flooring cost not part of the bid
- \$4,008,000: Total project cost
- \$3,500,000: Approved loan amount
- \$508,000: Additional funds needed for entire project

The Cullowhee VFD Board of Directors met to review the bids to see where they could reduce costs. They believed that they did not want Alt. A-1 or Alt. E-1. They thought there was a possibility to reduce the shortfall down to \$300,000. Also, they were in contact with LGFCU regarding increasing the loan amount above the approved \$3.5 mil.

After discussion, the Board of Commissioners and Mr. Ashe agreed to the following and to request a loan amount of \$3.8mil:

- \$3,675,000: Base Bid
- \$150,000: Accept Alt CS1 – Demo existing, new parking lot
- \$88,000: Floor by owner
- \$100,000: Furniture by owner
- \$50,000: Equipment by owner
- \$113,000: A/E fees up to bid docs
- \$4,176,000: Subtotal
- \$88,500: Acceptable cost savings
- \$180,000: Omit solar hot water heat
- \$145,000: Omit front portico
- \$150,000: Postpone demo and parking lot
- \$113,000: A/E fee loan forgiven
- \$3,499,500: Subtotal

Consensus: *Add this item to the next regular meeting agenda to authorize the Chairman to sign a new letter to LGFCU for a loan amount of \$3.8mil and to release the \$113,000 A/E fees loan, for consideration.*

(11) TUCKASEGEE VFW: Mr. Adams stated that Tony Elders, Permitting and Code Enforcement Director, met with Paul Millsaps and Terry Ashe to discuss their plans to renovate. They discussed the three phases they wished to accomplish:

- Work inside the building on the lower floor regarding an accessible bathroom and storage area. Mr. Elders indicated this could be permitted whenever they were ready to move forward.
- The proposed drive and parking area at the south end of the building was feasible, but Mr. Elders would need a plan and possibly an engineer to sign off. Mr. Ashe contacted Mr. Lofquist and authorized him to look at the site and provide recommendations. Mr. Elders believed that a small accessible parking area and drive could be worked out within the flood plain and watershed guidelines, but would require an engineer's seal on the plan.
- The third project was a deck across the rear of the structure at the top floor level. Mr. Elders advised Mr. Millsaps that they would need a full flood study to determine if that could be done and the cost would be likely extremely prohibitive. They then looked at the possibility of building a deck on the top floor level that would extend out to the north or downstream end of the building. That would be a project that could likely be permitted within the flood plain and watershed rules.

He was scheduled to meet Mr. Lofquist at the site on to get his initial opinion on the grading work on the south end of the building. Afterwards, he would have a better idea of the feasibility of that part of the work.

Informational item.

(12) CASHIERS VALLEY COMMUNITY COUNCIL: Mr. Adams stated he met with Mr. Ellis; Michael Hopkins, Assistant Parks and Recreation Director; and with Community Council Representatives. Currently, the county was in a forty year lease with the Cashiers Valley Community Council, which started in 2004, in consideration of \$10 per year. The lease contained three tracts, including:

- The ball field
- A large parking lot
- The pool and community center. After three years, the community center was excluded from the lease.

The county was responsible for maintenance of these facilities. They did make them aware of the study the county did on the pool and the potential cost of repairs/upgrades. After discussions, they were in general agreement that they should try to put together a master plan for the entire area, instead of just these two tracts. They could then look at applying for Parks and Recreation Trust Fund Grants, which in order to qualify there would need to be a master plan. If the county did purchase the property from the Community Council or they donated it, they could use that for matching dollars for grants.

Informational item.

(13) 2017-18 MUNICIPAL GRANT PROGRAM: Mr. Adams presented a municipal grant application, which followed the same timeline as last year. Also, he made them aware that all of the Downtown Revitalization Grants had been approved.

Informational item.

(14) SKYLAND SERVICES CENTER PARKING LOT: Mr. Adams stated he wanted to make the Board aware that there were contingency funds in the Skyland Services Center budget that he would be using for a parking lot. The Town of Sylva Ordinance required a certain amount of parking lots to contain green space that would take away from some of the area in the parking lot.

When ten more vehicles were added to the parking lot from Soil and Water and Cooperative Extension, the lot would be fairly full. There would be times when events, such as elections, etc., would bring in extra vehicles that could cause parking issues. He proposed to add another parking area on the adjacent property they just purchased, which for the most part would be a gravel lot.

Informational item.

(15) COMMISSIONER GOALS: Mr. Adams stated this was an item that was requested to be kept on the agenda for follow up:

- Administration and departmental goals.
They were following up on this item. They did have the performance measurement training.
- Land Use Plan - follow up with the plan and support departments.
Following up with Mr. Poston on this item.
- Performance evaluation for the county manager.
This item had been complete.
- Off-site meetings in different communities from time to time.
The Board had started to have off-site meetings.
- Refocus on the “one-stop” issue - create and develop a plan to cross-train and where to house everyone.
They were refocusing on one-stop.
- Indoor pool at the Cullowhee Recreation Center - bond referendum for the public to decide.
This item was in progress.
- Capital projects and where they would be located.
The two items remaining that they were working on were the health department and he was hoping to schedule meetings within the next month to begin discussing potential plans with WCU. Also, hopefully, plans with the animal shelter concepts.
- Referendum or resolution on when to put sales tax issues on a ballot.
This item had been complete.
- Combining social services and the health department.
He inquired if they would like a special called meeting to continue the conversation on this issue.
- Affordable housing.
They were working to get staff to attend the seminar at the end of the month.

Consensus: *Add an item to the next regular meeting agenda to set a date for a special meeting regarding combining social services and the health department.*

(16) FRANK ALLEN ROAD: Commissioner Luker requested that at some point in the near future, they discuss the Frank Allen Road issue.

Chairman McMahan stated that the last information they had on the matter was that the owner of Cashiers Lake was going to be doing some work to try and solve the issue.

Mr. Adams stated they should bring NCDOT into the conversation also.

Chairman McMahan stated they could schedule an off-site work session meeting in Cashiers with NCDOT and other interested parties to talk about this issue and any other issues that they may need to discuss in Cashiers.

Informational item.

There being no further business, Commissioner Luker moved to adjourn the meeting. Commissioner Elders seconded the Motion. Motion carried and the meeting adjourned at 5:10 p.m.

Attest:

Approved:

Angela M. Winchester, Clerk to Board

Brian Thomas McMahan, Chairman