

REGULAR BOARD MEETING
Town of Sylva Board of Commissioners
June 18, 2015

The Town of Sylva Board of Commissioners held a regular meeting on June 18, 2015 at 9:15 a.m. in the Board Room of Municipal Hall, 83 Allen Street, Sylva, N.C.

MEMBERS PRESENT: Mayor Maurice Moody and Commissioners Danny Allen, Mary Gelbaugh, Barbara Hamilton, Harold Hensley, and Lynda Sossamon.

MEMBERS ABSENT: None.

STAFF PRESENT: Paige Dowling (Town Manager), Amanda Murajda (Town Clerk), Davis Woodard (Police Chief), Tammy Hooper (Asst. Police Chief), Dan Schaeffer (Public Works Director), Eric Ridenour (Town Attorney), and Caroline Edmonds (Town Intern).

VISITORS PRESENT: Wanda Moore, Kaden Ramsey, Mary Sue Casey, Dorothy Worley, Christopher Rosbor, Gretta Worley, Lyndon Casey, Audrey Casey, Minnie Casey, Tanner Hall, Holly Kays.

CALLED TO ORDER: Mayor Moody called the meeting to order at 9:15 a.m.

APPROVAL OF AGENDA: *Commissioner Hamilton made a motion to approve the agenda. The motion carries with a unanimous vote.*

APPROVAL OF CONSENT AGENDA: *Commissioner Gelbaugh made a motion to approve the consent agenda. The motion carries with a unanimous vote.*

PUBLIC COMMENTS: None.

MAYOR'S REPORT: None.

COMMISSIONER'S REPORT: Commissioner Allen commended the Public Works department for their work at the cemetery. Commissioner Hamilton reminded everyone to remember the families in Charleston, SC who were victims of a shooting the night before.

MANAGER'S REPORT: Manager Dowling told the board that the Town's Wheel Lock Ordinance passed the General Assembly and that our police department may now begin using them. The fire department will hold its annual officer installation dinner on July 6, 2015 at 7:00 p.m. and the board is invited. The 2nd floor of the Hooper building is progressing. Dowling attended a wayfinding meeting with Monty Ward at NCDOT. The committee will be working on encroachment agreements in the future and establishing priority of work. She reminded the board that they need to prioritize intersections and signs and that the cost is only partially covered by grant funds. She suggested possibly doing fundraisers for the remainder of the cost. Dowling and Dan Schaeffer attended a meeting on flood insurance rate mapping. The maps will be revised and more detailed.

PUBLIC WORKS REPORT: Dan Schaeffer updated the board on the progress of the construction of a wall on Finch Street noting it is now about 17 courses high above ground and an additional 8 courses below ground. He projects the wall will be completed in the next few days and the board will need to re-visit the ordinance to close the street as it may need to be re-opened. The Stearns building (Hooper) on Main Street now has 2nd floor decking and a tunnel has been built on Main Street to protect pedestrians. Schaeffer hopes that a roof will be installed by the end of July.

POLICE DEPARTMENT REPORT: Chief Woodard told the board that the department had been very busy but nothing specific. He noted that the NC Department of Justice conducted an audit of paperwork on June 4th. He commended Tammy Hooper (Asst. Chief) for her hard work and diligence during the audit which took only about two hours and normally takes 2-3 days according to the Audit Manager. Woodard told the board the family movie night sponsored by the police department was a great success with approximately 65-70 people attending. They gave out approximately 200 bags of popcorn during the movie. The police department is preparing for the July 4th celebrations in town.

FIRE DEPARTMENT REPORT: The annual officer installation dinner will be July 6, 2015 at 7:00 p.m.

MAIN STREET REPORT: Manager Dowling reported that the committee will be scheduling their annual retreat sometime in July. The Taste of Sylva celebration will be the first weekend in October.

PUBLIC HEARING

BUSINESS REGISTRATION PERMIT ORDINANCE: The public hearing was opened at 9:27 a.m. Manager Dowling explained that since Privilege Licenses would no longer be used after July 1st, the Town has created a business registration permit so that business information can be tracked for the welfare and safety of the town. The fee will be \$20 for those businesses not already holding a state license. Information will be available to the police, fire, zoning, chamber, and TWSA departments. No comment. The public hearing was closed at 9:30 a.m.

NEW BUSINESS

VOLUNTEER SERVICE AWARD PRESENTATION: Mayor Moody explained that every year the Town likes to recognize a volunteer in the community for their outstanding service to community. Mayor Moody presented this year's Volunteer Service Award to Mary Sue Casey.

BUSINESS REGISTRATION PERMIT ORDINANCE: *Commissioner Sossamon made a motion to approve the ordinance as presented. The motion carries with a unanimous vote.*

BUDGET ORDINANCE: *Commissioner Hamilton made a motion to approve the 2015-2016 budget ordinance. The motion carries with a unanimous vote.*

FEE SCHEDULE: *Commissioner Allen made a motion to approve the 2015-2016 fee schedule. The motion carries with a unanimous vote.*

APPROVAL OF FIRE DEPARTMENT OFFICERS: *Commissioner Gelbaugh made a motion to approve the 2015-2016 Fire Department Officers as follows:*

<i>Chief</i>	<i>Michael Beck</i>
<i>1st Assistant Chief</i>	<i>Chris Greene</i>
<i>2nd Assistant Chief</i>	<i>Mike Bryson</i>
<i>Captain</i>	<i>Brian Wellmon</i>
<i>2nd Captain</i>	<i>Keith Buchanan</i>
<i>Safety Officer</i>	<i>Brandon Sutton</i>
<i>Secretary</i>	<i>Sam Shuler</i>
<i>Purchasing Officer</i>	<i>Belinda Clawson</i>
<i>Chaplain</i>	<i>Michael Farmer</i>

The motion carries with a unanimous vote.

ABC BOARD BUDGET REVIEW: No comments.

SCHEDULE PUBLIC HEARING ON TRAFFIC PATTERN: Manager Dowling explained that several requests had been made to have a public hearing on the traffic pattern in the downtown area. Areas of interest include diagonal parking on Mill Street, posts in the left lane on Main Street, left turn only, and the two-way traffic study. Mayor Moody would like a questionnaire developed for merchants, residents, and visitors to complete to aid the Town in the decision making process. This would be distributed to visitors at the Concerts on the Creek, via the Town's website and Facebook pages and The Sylva Herald. Dowling believes that the Town needs to have 2 public hearings on this topic. Commissioner Hensley would like to see one in July and Dowling suggested the second one be in September.

Commissioner Hensley made a motion to move the regularly scheduled meeting on July 2nd to July 9th and include a public hearing on that date so as to not interfere with the July 4th holiday. The second meeting would be on September 3rd. The motion carries with a unanimous vote

JULY BOARD MEETING RE-SCHEDULE: Based on the motion above the July 2nd board meeting will now be held on July 9th at 5:30 p.m. in the Board Room at Town Hall.

DISCUSSION OF FENCE AT BRIDGE PARK: Commissioner Gelbaugh voiced concern about the safety of children at Bridge Park since there is no fence installed along the creek. She would like to see a fence installed. Commissioner Allen asked Chief Woodard if there were concerns with this issue during the police department's family movie night. Woodard said yes. Commissioner Sossamon noted that East LaPorte park and Lake Glenville do not have fences up and that installing a fence would prevent fishermen from accessing the creek. Gelbaugh would like to see a fence with gates installed and said that adjoining property owners could be encouraged to do the same. Commissioner Hamilton voiced her concern as well over not having a fence. Mayor Moody suggested that preliminary costs could be investigated.

CLOSED SESSION: *Commissioner Hensley made a motion to enter closed session pursuant to GS. 143-318.11(a)(3) at 9:57 a.m. The motion carries with a unanimous vote.*

Commissioner Hamilton made a motion to come out of closed session. The motion carries with a unanimous vote and the Board entered into regular session at 10:16 a.m. No action was taken during closed session.

ADJOURNMENT: *Commissioner Hensley made a motion to adjourn the meeting at 10:16 a.m. The motion carries with a unanimous vote.*

Maurice Moody
Mayor

Amanda W. Murajda
Town Clerk