

**REGULAR BOARD MEETING**  
Town of Sylva Board of Commissioners  
October 15, 2015

The Town of Sylva Board of Commissioners held a regular meeting on October 15, 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), and Eric Ridenour (Town Attorney)

**VISITORS PRESENT:** David Nestler and Tanner Hall

**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.*

**PUBLIC COMMENTS:** None.

**MAYOR'S REPORT:** None.

**COMMISSIONER'S REPORT:** Commissioner Hamilton noted that she had visited with Baxley's Chocolates and The Sylva Market, both new businesses in town. Both will offer great things to the town. Commissioner Gelbaugh asked the board if there were plans to invite Sarah Graham to a meeting to solicit her help in discussing and applying for future grants. Gelbaugh reminded everyone of the Halloween events planned at Bridge Park on October 31<sup>st</sup> sponsored by the Main Street Sylva Association. She also asked Schaeffer if he had an update on King Street paving. Gelbaugh has been approached by residents there voicing concerns of excess water underground. Schaeffer noted that he had looked at the problem, spoken with neighbors and fixed what he could. Commissioner Allen asked Woodard and Hooper if the police department had been forced to use the wheel locks. Woodard reported that they had not used them.

**MANAGER'S REPORT:** Manager Dowling, along with Dan Schaeffer and Davis Woodard, met with Scott Cook, Joel Setzer, and Rose Bauguess to discuss the traffic interchange at Mill Street and Allen/Spring Street. Dowling thanked the board for allowing her to attend the School of Government's class on Public Employment Law. Letters to property owners with boarded up windows were mailed, asking the owners to come into compliance with updated ordinances. Owners have 3 years from October 2014 to be in full compliance. The Planning Board will meet tonight to discuss the next 10 pages of zoning ordinances.

**PUBLIC WORKS REPORT:** Dan Schaeffer reported that Finch Street is complete. Mayor Moody asked Schaeffer for a recommendation on what the traffic pattern should be on Finch Street once it is opened. Schaeffer believes it could be opened to two-way traffic. Commissioner Hensley noted that he believes two-way traffic would be very beneficial to the residents. Commissioner Allen asked if a public hearing was needed to re-open the street. Manager Dowling asked Town Attorney Ridenour if the cones could be removed now and a resolution approved at the next meeting. Ridenour stated that would be ok. Construction on Joan Sterns' building on Main Street is moving slow and Schaeffer noted that he could not tell any progress had been recently made.

**POLICE DEPARTMENT REPORT:** Chief Woodard distributed a summary report to the board for the months of August and September, noting that the department received a tremendous amount of calls. The Smoky Mountain High School Homecoming parade was a success and had a good turnout of supporters. The WCU Homecoming parade will be on October 23<sup>rd</sup>. The police department, along with the Jackson County Sherriff's Office will be collecting canned goods at Wal-Mart and Ingles on Friday, October 16<sup>th</sup> for residents affected by the flooding in South Carolina. Schaeffer noted that 15 pallets of water were collected for this cause as well. Commissioner Sossamon stated that if any water was left it could be donated to local ministries to help families in need in this county. Commissioner Allen spoke with Stacy Knotts, former Town Board member, and she extends her gratitude for kindness of our residents. Commissioner Hamilton also expressed her appreciation, as she has family in the flooding area.

Woodard told the board that the vacant officer position in the department has been filled. The department hired Chanz Fritz as a police officer and he began working on October 13<sup>th</sup>. A sergeant review board has completed interviews with four current officers interested in the Sergeant position vacated by Caleb Harris. A second interview with Assistant Chief Hooper and Lieutenant Bryson has also been completed. Woodard hopes to make the decision by the end of the week.

**FIRE DEPARTMENT REPORT:** None.

**MAIN STREET REPORT:** Taste of Sylva has been rescheduled for November 14, 2015. Grand Marshals for the 2015 Christmas parade will be Maurice and Mary Moody and the Mountain Faith Band. The theme for the parade is "The Songs and Sounds of Christmas."

### **PUBLIC HEARING**

Mayor Moody opened the public hearing at 9:32 a.m. and noted that the hearing was for amendments to five ordinances.

1. Fire Code-Section 12—Manager Dowling explained that the County Fire Marshall was requesting updates to terminology, including the term Fire Code Official and North Carolina Forest Service.  
There was no discussion on the Fire Code ordinance revisions.
2. Removal of Abandoned Vehicles-Section 26-26(d), 26-27, and 26-33—Manager Dowling explained that terminology had been updated to allow the town manager, chief of police, or designee to administer the enforcement of the ordinance. Also section 26-27(c) was added for the coverage of private parking lots. Owners of private parking lots

must adhere to signage requirements in NCGS 20-219.2(a-b) before immediately towing a vehicle.

There was no discussion on the ordinance revisions.

3. R-3 Residential District-Section 38-41(1,5)—Manager Dowling explained that height of structures in this district did not match the surrounding districts and therefore, it was recommended that the height limit be set at 35 feet.

There was no discussion on the ordinance revisions.

4. Governmental and Institutional District-Section 38-44—Manager Dowling explained that the Planning Board recommended adding design standards to this ordinance that match the B-2 and B-3 districts.

There was no discussion on the ordinance revisions.

5. Professional Business District-Section 38-45—Manager Dowling explained that the Planning Board recommended adding design standards to this ordinance that match the B-2 and B-3 districts.

There was no discussion on the ordinance revisions.

Being no further comment the public hearing was closed at 9:40 a.m.

## **NEW BUSINESS**

### **Ordinance Revisions:**

1. Fire Code-Section 12— *Commissioner Sossamon made a motion to approve the ordinance revisions as presented. The motion carries with a unanimous vote.*
2. Removal of Abandoned Vehicles-Section 26-26(d), 26-27, and 26-33— *Commissioner Hamilton made a motion to approve the ordinance revisions as presented. The motion carries with a unanimous vote.*
3. R-3 Residential District-Section 38-41(1,5)— *Commissioner Sossamon made a motion to approve the ordinance revisions as presented. The motion carries with a unanimous vote.*
4. Governmental and Institutional District-Section 38-44— *Commissioner Hamilton made a motion to approve the ordinance revisions as presented. The motion carries with a unanimous vote.*
5. Business District-Section 38-45— *Commissioner Sossamon made a motion to approve the ordinance revisions as presented. The motion carries with a unanimous vote.*

**RED RIBBON WEEK PROCLAMATION:** *Commissioner Gelbaugh made a motion to declare October 23-31, 2015 as Red Ribbon Week. The motion carries with a unanimous vote.*

**CLOSED SESSION:** *Commissioner Sossamon made a motion to enter closed session pursuant to GS. 143-318.11(a)(3) at 9:49 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 9:52 a.m. No action was taken during closed session.*

**ADJOURNMENT:** *Commissioner Hensley made a motion to adjourn the meeting at 9:52 a.m. The motion carries with a unanimous vote.*

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Maurice Moody  
Mayor

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Amanda W. Murajda  
Town Clerk