

REGULAR BOARD MEETING
Town of Sylva Board of Commissioners
May 19, 2016

The Town of Sylva Board of Commissioners held a regular meeting on May 19, 2016 at 9:15 a.m. in the Board Room of Municipal Hall, 83 Allen Street, Sylva, N.C.

MEMBERS PRESENT: Mayor Lynda Sossamon and Commissioners Barbara Hamilton, Harold Hensley, Mary Gelbaugh, Greg McPherson, and David Nestler.

MEMBERS ABSENT: None.

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

VISITORS PRESENT: Quintin Ellison and Marie Leatherwood.

CALLED TO ORDER: Mayor Sossamon 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: Marie Leatherwood made a presentation to the board on her thoughts of the ABC Board and other political sundries.

MAYOR'S REPORT: Mayor Sossamon noted she thought the movie production was going very well on Main Street. She told the board that Harold Sims (Catman) left material with her for the board to review during spare time concerning the shelters.

COMMISSIONER'S REPORT: Commissioner Nestler thanked Dan Schaeffer and the Public Works Department, as Sylva has been recognized as the 4th cleanest town in the US. Commissioner McPherson told the board that the new proposed town logo has been completed. Commissioner Hamilton also commented that the movie production was exciting on Main Street.

MANAGER'S REPORT: Manager Dowling reminded the board that the Board of Adjustments will meet Thursday, June 2nd at 5:00 p.m. Duke energy finished their pole upgrades on Mill Street. Dowling attended the School of Government public employment law update at WCU. The only date available for the pump track demo is Friday, June 10th. The demonstration will last 4 hours and the company needs a space at least 60x30' to set up on.

PUBLIC WORKS REPORT: Dan Schaeffer told the board that filming on Main Street would wrap up by the end of the week and traffic signals should be back to normal the following week. Schaeffer is working with Duke Energy to try and replace current lights with LED lights.

POLICE DEPARTMENT REPORT: Chief Davis Woodard updated the board on the two employee vacancies the department has now filled. KJ Adams and Kim Osborne have been hired to fill those vacancies. Both are from the Macon County Sherriff's Office.

FIRE DEPARTMENT REPORT: None.

MAIN STREET REPORT: The Main Street Committee will hold their retreat on June 21, 2016 and will also be working on planning the Manager's Conference scheduled in August.

NEW BUSINESS

PRESENTATION OF FY2016-17 BUDGET: Manager Dowling presented the formal budget to the board and discussed key points. A public hearing is scheduled for June 2, 2016 at 5:30 p.m.

APPROVAL OF AUDIT CONTRACT: *Commissioner Hamilton made a motion to approve the audit contract with Burlison & Early. The motion carries with a unanimous vote.*

NATIONAL MAIN STREET ACCREDITATION AGREEMENT: Dowling explained that the Town of Sylva is now accredited. *Commissioner Nestler made a motion to approve the accreditation agreement. The motion carries with a unanimous vote.*

APPROVAL OF TOWN BOARD RULES: Commissioner Gelbaugh made a motion to approve the Town Board Rules that the board has developed. The motion carries with a unanimous vote.

GRAPHIC DESIGN CONTRACT: Commissioner McPherson presented to the board a proposed candidate and contract amount to work on the Town's website and wayfinding design. The board discussed expectations of the candidate and recommended that Manager Dowling meet with prospective candidate for an interview. *Commissioner Gelbaugh made a motion to approve the graphic design contract of Tyann Stubbs pending approval interview of candidate with Manager Dowling, also with a deadline of June 2, 2016 for the wayfinding design work. The motion carries with a unanimous vote.*

APPROVAL OF WAYFINDING PLAN: *Commissioner Nestler made a motion to approve the wayfinding plan location and wording. The motion carries with a unanimous vote.*

APPROVAL OF TOWN LOGO: Commissioner McPherson presented a new logo for the Town of Sylva to the board. *Commissioner McPherson made a motion to accept the design as the Town's new logo. The motion carries with a unanimous vote.*

ADJOURNMENT: *Commissioner Hensley made a motion to adjourn the meeting at 10:18 a.m. The motion carries with a unanimous vote.*

Lynda Sossamon
Mayor

Amanda W. Murajda
Town Clerk