

REGULAR BOARD MEETING
Town of Sylva Board of Commissioners
July 28, 2016

The Town of Sylva Board of Commissioners held a regular meeting on July 28, 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), Dan Schaeffer (Public Works Director), Davis Woodard (Police Chief), and Jeff Goss (Attorney).

VISITORS PRESENT: Quintin Ellison and Holly Kays.

CALLED TO ORDER: Mayor Sossamon called the meeting to order at 9:24 a.m.

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

APPROVAL OF CONSENT AGENDA: *Commissioner Hamilton made a motion to approve the amended consent agenda which included two resolutions pertaining to the finance and purchase of a garbage truck and used backhoe. The motion carries with a unanimous vote.*

PUBLIC COMMENTS: None.

MAYOR'S REPORT: None.

COMMISSIONER'S REPORT: Commissioner McPherson updated the board on an art sculpture for Bridge Park. The sculpture would only cost the Town of Sylva liability insurance and concrete footers to secure it. It would be on loan from the artist. Commissioner Hamilton commended the police department for a job well done during difficult times in society today.

MANAGER'S REPORT: Manager Dowling updated the board on the wayfinding project. Two sign companies who were asked to quote the project need the design in a different layout than NC DOT needed it. The graphic designer had to start over in a different program to create a file they could use to quote the signs. The design is set to be returned by Thursday, August 9th. The Town is still waiting on the right-of-way encroachment agreements to be signed.

Business License Registration Permits were mailed to all businesses within city limits at the end of last week. This process allows the Town to gather information that was previously gathered on the privilege license. Dowling explained that two public works employees submitted their resignations and are working a two week notice. An ad will be published in the paper this week for maintenance technicians.

The Planning Board met Thursday, July 21st and reviewed the Professional Business District ordinance and ten pages of the zoning ordinance. There was not a quorum at the meeting so they will finalize their recommendation on the Professional Business District ordinance at their August meeting. The next Economic Development Steering Committee will be September 19th

at 6:00 p.m. At the meeting last week the committee members and board members discussed weaknesses, opportunities, and threats for the town.

Manager Dowling noted that she had been working on the Main Street Managers' conference (August 10-12) and the annual statistics report for downtown. This report shows negative job growth within the downtown district caused by Suntrust Bank closing last July. Letters are going out to downtown merchants about the Main Street conference. The Chamber is going to deliver them in person and Dowling will email it to the business owners so we are sure everyone is aware of it in case they need additional staff or extended hours. Dowling is also working on a dining guide with hours and a description of the restaurant. This will be given to attendees and will be helpful in the future in case stores want to use it with visitors.

PUBLIC WORKS REPORT: Dan Schaeffer told the board that Duke Energy will be removing poles on Mill Street the rest of the week. Schaeffer showed the board a sign made from the newly purchased cutting machine, illustrating the new height requirements.

POLICE DEPARTMENT REPORT: Chief Davis Woodard presented monthly reports to the board. He also told the board supplies were delivered to the West Virginia flood victims on July 8th. He noted that public support for the Sylva Police Department has been overwhelming.

FIRE DEPARTMENT REPORT: None.

MAIN STREET REPORT: None.

PUBLIC HEARING: Mayor Sossamon opened the first public hearing at 9:48 a.m. for the amendments to section 38-8 Designated Planning Agency of the code of ordinances. Manager Dowling explained that the amendments were to ensure the planning board held proportional representation when a larger ETJ area was added. Being no comments, the hearing was closed at 9:50 a.m.

PUBLIC HEARING: Mayor Sossamon opened the second public hearing at 9:50 a.m. for the amendments to section 38-175 Establishment of the Zoning Board of Adjustment of the code of ordinances. Manager Dowling explained that the amendments were to ensure the Board of Adjustments held a proportional representation when a larger ETJ area was added. Being no comments, the hearing was closed at 9:51 a.m.

NEW BUSINESS

ORDINANCE TO AMEND SECTION 38-8: DESIGNATED PLANNING AGENCY—*Commissioner Gelbaugh made a motion to approve amendments to section 38-8 of the Town Code of Ordinances. The motion carries with a unanimous vote.*

ORDINANCE TO AMEND SECTION 38-175: ESTABLISHMENT OF THE ZONING BOARD OF ADJUSTMENT—*Commissioner Nestler made a motion to approve amendments to section 38-175 of the Town Code of Ordinances. The motion carries with a unanimous vote.*

ADJOURNMENT: *Commissioner Hensley made a motion to adjourn the meeting at 9:53 a.m. The motion carries with a unanimous vote.*

Lynda Sossamon
Mayor

Amanda W. Murajda
Town Clerk