The Town of Sylva Board of Commissioners held a regular meeting on December 13, 2018 at 5:30 p.m. in the Board Room of Municipal Hall, 83 Allen Street, Sylva, N.C.

PRESENT:     Lynda Sossamon, Mayor
             Barbara Hamilton, Vice-Mayor
             Mary Gelbaugh, Commissioner
             Harold Hensley, Commissioner
             Greg McPherson, Commissioner
             David Nestler, Commissioner

             Amanda Murajda, Town Clerk
             Paige Dowling, Town Manager
             Eric Ridenour, Town Attorney

ABSENT: Mayor Sossamon called the meeting to order at 5:30 p.m.

STAFF PRESENT: Lynn Bryant (Finance Officer), Rick Bryson (Asst. Police Chief), Dan Schaeffer (Public Works Director) and Jake Scott (Public Work Director).


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

CONSENT AGENDA: Commissioner Hamilton made a motion to approve the consent agenda. The motion carries with a unanimous vote.

PUBLIC COMMENTS: Jeannie Kelley spoke to the board about her continued concerns over the Highway 107 construction project. Richard Frady addressed the board about the possibility of a bypass around Sylva instead of the planned Highway 107 project. Eden Wilson and Katherine Selby, students at Smoky Mountain High School, presented to the board an impact study they conducted as a service project. They created a set of questions to ask each business affected by the project and compiled the data to show the extent of impact on employees and owners of businesses. Rachel Bridgers believes, from studies that she has read, that expanding roads does not decrease traffic. She thinks cities should be designed around people not cars. She also expressed concern about the air pollution from Jackson Paper Manufacturing. She believes that it is affecting the residents in ways harmful to their health. She would like to see that property purchased for a revitalization project.

MAYOR’S REPORT: Mayor Sossamon thanked the Town for their work on the Christmas parade. She commended the Main Street Association for the holiday weekend festivities. Sossamon congratulated Public Works Director Jake Scott on the birth of his daughter.

COMMISSIONER’S REPORT: Commissioner Gelbaugh acknowledged her appreciation of the Town of Sylva for their work during all of the holiday festivities sponsored by the Main Street Sylva Association. Gelbaugh requested that the board review their rules and procedures during their first budget work session in January. Commissioner Nestler thanked the Public Works department for their help in cleaning up Allen Henson Circle. He also thanked Eden Wilson and Katherine Selby for their presentation on the Highway 107 project. Commissioner McPherson thanked everyone for their help on the Christmas parade as well as the snow cleanup. Commissioner Hamilton also thanked everyone for their help on the parade. She commended the Main Street Promotions Committee on the inaugural 3-day Christmas Holiday weekend festivities.

MANAGERS REPORT: Manager Dowling reported the following:
• The Town of Sylva employee luncheon is this Friday at 11:30 a.m.
• Dowling and Don Adams, Jackson County Manager, met with Bill Holman from the Conservation Fund on the Blackrock Creek tract. The Conservation Fund hopes to close on the purchase of property with America’s Home Place January 28th and then turn it over to the Town.
• The Town is closed for holidays Dec. 24-26th. This is the only Board meeting in December.
• The Asheville Design Center will hold a community meeting on January 14th and a workshop with the Town and NCDOT on January 29th.
• Dowling has submitted the final request for the watershed grant.

MAIN STREET REPORT: Manager Dowling stated that the Christmas parade and festivities went well. The 2019 parade will be on December 1st which will be the weekend of Small Business Saturday. Switching the direction of the parade route this year worked well. Traffic, however, was worse in the beginning because of the earlier start time coinciding with the exiting of church attendees.

FIRE DEPARTMENT REPORT: None.

NEW BUSINESS
AUDIT REPORT: Bronwyn Burleson of Burleson and Earley, PA presented the financial statements and auditor’s report for the fiscal year ended June 30, 2018. An unmodified opinion was given with no findings. Burleson encourages the board to review the report and to read the management discussion.

COMMUNITY TABLE ROOF REPAIR: Paige Christy, director of the Community Table, explained to the board that their roof needed to be replaced after recent storm damage. Also, after assessing the recent storm damage they discovered the roof has several other areas with major damage. She would like to request monetary assistance from the Town to help pay for a new roof. She told the board that the Table had served 27,646 meals through November 30th of this year. Jake Scott and Dan Schaeffer reported that the lowest bid came in at $18,095. Manager Dowling said that the county has bee given a letter from the Table and Town requesting funding assisting. Dowling explained that the most appropriate way to handle the funding of the roof was to appropriate 100 percent of the cost from the Capital Reserve Fund into Facility Maintenance Repair Capital to repair it. Any contributions made by the Community Table and Jackson County would be used to reimburse the Capital Reserve Fund. Commissioner Hensley made a motion to appropriate $18,095 from the Capital Reserve Fund into Facility Maintenance Capital to repair the roof at the Community Table. Contributions made by the Community Table and Jackson County will be used to reimburse the Capital Reserve Fund. The motion carries with a unanimous vote.

JACKSON COUNTY MUNICIPAL GRANT RESOLUTION: Manager Dowling told the board that the County was accepting applications for the Municipal Grant again this year. Her recommendations for the grant include additional electricity on the paved side of Bridge Park and an additional welcome sign for an entrance to the Town of Sylva. Commissioner McPherson suggested the Public Art Committee be involved in the sign design. Commissioner Hamilton made a motion to approve the resolution to apply for the municipal grant for Dowling’s suggestions and if awarded authorize Dowling to proceed with installation. The motion carries with a unanimous vote.

APPROVAL AND OPENING OF CLOSED SESSION MINUTES: Commissioner Nestler made a motion to approve and open the closed session minutes of January 11, 2018, June 28, 2018, July 26, 2018 and August 23, 2018. The motion carries with a unanimous vote.

RESCHEDULE PUBLIC ART COMMITTEE MEETING TO DECEMBER 19, 2018: Commissioner McPherson made a motion to reschedule the public art committee meeting to December 19, 2018. The motion carries with a unanimous vote.

BUDGET CALENDAR: Manager Dowling reviewed the proposed 2019-2020 budget calendar with the board. Commissioner Nestler made a motion to approve the 2019-2020 budget calendar. The motion carries with a unanimous vote.

TWSA BOARD APPOINTMENT: Manager Dowling explained that Harold Hensley’s term on the TWSA board would expire on December 31, 2018 and that he had served the maximum 3 terms allowed by the board. Therefore, an appointment was necessary for his position on the board. Mayor Sossamon thanked Hensley for his nine years of service. Hensley commented that he thought his replacement should be the Town Manager, whoever holds that job, because the Manager is familiar with the Town needs. Commissioner Hensley made a motion to appoint the Town Manager to the TWSA Board. Commissioner Gelbaugh commented that while he thought Dowling would make a great addition to the board, she felt that her duties were full and someone else would be better. The motion fails with a 1-4 vote. Voting in the affirmative was Commissioner Hensley. Voting against the motion were Commissioners Gelbaugh, Nestler, McPherson, and Hamilton.
Commissioner Nestler commented that he was very pleased that the Town received three applications for the TWSA Board. Nestler believes that the TWSA Board needs to be more engaged with the Town. Nestler spoke with Jeff Goss and Michael McCardle and believe that both would be tremendous assets on the board. Nestler added that he would like to see Goss and McCardle both appointed to the board, therefore, also removing Brenda Oliver.

*Commissioner Nestler made a motion to appoint Jeff Goss to fill the expiring term of Harold Hensley. The motion carries with a unanimous vote. Commissioner Hensley did not participate in the vote, therefore his vote was counted as a yes.*

*Commissioner Nestler made a motion to remove Brenda Oliver from the TWSA Board. Nestler commented that she had been an excellent member but felt the TWSA Board needed a more enthusiastic member. Commissioner Hensley stated that he strongly disagreed. He added that Oliver had served the Town for 30 years in some capacity and deserved the dignity of finishing her term. Commissioner McPherson added his support for Nestler’s comments and said he felt they needed business owners on the board. Mayor Sossamon said she appreciated Oliver’s time. The motion carries with a 4-1 vote. Voting in the affirmative were Commissioners Gelbaugh, Nestler, McPherson and Hamilton. Voting in the negative was Commissioner Hensley.*

*Commissioner Nestler made a motion to appoint Michael McCardle to fill the vacant but unexpired term of Brenda Oliver. Commissioner McPherson thanked Nestler for his research on these appointments. Commissioner Hensley stated that he believed the Board needed people who lived in town. The motion carries with a 4-1 vote. Voting in the affirmative were Commissioners Gelbaugh, Nestler, McPherson and Hamilton. Voting in the negative was Commissioner Hensley.*

**ADJOURNMENT:** Commissioner McPherson made a motion to adjourn the meeting at 6:30 p.m. The motion carries with a unanimous vote.

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Lynda Sossamon        Amanda W. Murajda
Mayor                 Town Clerk