

REGULAR BOARD MEETING
Town of Sylva Board of Commissioners
October 24, 2019

The Town of Sylva Board of Commissioners held a regular meeting on October 24, 2019 at 9:00 a.m. in the Board Room of Municipal Hall, 83 Allen Street, Sylva, N.C.

PRESENT:	Lynda Sossamon, Mayor	Paige Dowling, Town Manager
	Barbara Hamilton, Vice-Mayor	Amanda Murajda, Town Clerk
	Harold Hensley, Commissioner	Eric Ridenour, Town Attorney
	Mary Gelbaugh, Commissioner	
	Greg McPherson, Commissioner	
	David Nestler, Commissioner	

ABSENT:

Mayor Sossamon called the meeting to order at 9:00 a.m.

STAFF PRESENT: Rick Bryson (Assistant Police Chief), Chris Hatton (Police Chief), Maleah Mathis (Police), Bruce Moore (Police) and Jake Scott (Public Works Director).

VISITORS: Belinda Bryson, Curt Collins, JK Coward, Holly Kays, Carrie McBane and Dave Russell.

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

PUBLIC COMMENTS: JK Coward addressed that board about an economic impact study for the R5600 Highway 107 construction project. He reported that his discussion with WCU resulted in a willingness of the school to complete the study and Coward would facilitate any necessary communication between the Town of Sylva and WCU.

MAYOR'S REPORT: None.

COMMISSIONER'S REPORT: Commissioner McPherson inquired about the Town's emergency management plan and the necessity to include information about earthquakes in light of the recent small earthquakes in Western North Carolina. Commissioner Hamilton reported that the Main Street Promotions Committee was working on the upcoming holiday events.

MANAGERS REPORT: Manager Dowling reported the following:

- Personnel Updates: Radburn Schutters has been hired to fill the Public Works vacancy.
- R-5600 Update: NCDOT is still waiting on Duke Energy's pole locations. The open-house meeting on the next phase of plans will most likely be in December.
- Treat Street will be on October 31, 2019 from 5:30 to 7:30 p.m.

PUBLIC WORKS DEPARTMENT: Jake Scott reported that the department was also preparing for upcoming holiday events. Christmas décor is tentatively set to be put up around November 5, 2019. A wayfinding sign damaged by a vehicle has been replaced. The NCDOT has helped the department conduct a traffic study on Railroad Avenue for the purpose of evaluating making the street one way. The department participated in Hands on Jackson in October. Scott thanked the Sylva Rotary Club for the litter pick-up on Chipper Curve Road.

POLICE DEPARTMENT: Chris Hatton reported that the department had been busy with service calls. The number for the month had increased over the previous month. The department participated in Walk for Hope and the Fire Prevention parade on October 5, 2019.

PLANNING BOARD REPORT: None.

TWSA BOARD REPORT: Commissioner Nestler updated the board on the recent TWSA board meeting.

NEW BUSINESS

POLICE DEPARTMENT RECOGNITION—ADVANCED LAW ENFORCEMENT CERTIFICATE:

Chief Hatton presented to Assistant Chief Bryson a certificate of achievement for obtaining the advanced law enforcement certificate.

JACKSON COUNTY MUNICIPAL GRANT APPLICATION RESOLUTION: Manager Dowling explained to the board that the resolution was to apply for the Jackson County Municipal Grant. The grant would be used to fund a crosswalk relocation and installation of a concrete handicap van accessible bump-out and street furnishings at the Evalina Street and Main Street intersection. *Commissioner Gelbaugh made a motion to approve the resolution. The motion carries with a unanimous vote.*

RESOLUTION OF EVENT STREET CLOSURE:

(A) EVENT RESOLUTION—TREE LIGHTING: A request has been made by the Main Street Sylva Association to alter the traffic pattern at the intersection of Keener Street and Main Street for the purpose of having a tree lighting festival on November 29, 2019. *Commissioner Hamilton made a motion to approve the temporary street closure. The motion carries with a unanimous vote.*

CANCEL NOVEMBER 28, 2019 REGULAR BOARD MEETING: The November 28, 2019 regular board meeting falls on Thanksgiving. *Commissioner Nestler made a motion to cancel the November 28, 2019 regular board meeting. The motion carries with a unanimous vote.*

CANCEL DECEMBER 26, 2019 REGULAR BOARD MEETING: The December 26, 2019 regular board meeting falls during the Christmas holidays. *Commissioner McPherson made a motion to cancel the December 26, 2019 regular board meeting. The motion carries with a unanimous vote.*

CANCEL DECEMBER 19, 2019 PLANNING BOARD MEETING: *Commissioner Gelbaugh made a motion to cancel the December Planning Board meeting. The motion carries with a unanimous vote.*

FOOD TRUCK ORDINANCE-DISCUSSION ONLY: Curt Collins addressed the board about the current food truck ordinance and areas where it could be improved. He asked the board to always get feedback from vendors that are affected by an ordinance. He noted that the fee to be a food truck vendor should also cover specific town events and festivals other not just day-to-day business as well as advertising for the vendors. He believes the ordinance should be inviting and not restrictive. Commissioner Nestler added that the Planning Board should review the ordinance address location areas and fees and then report back to the Town Board. The Planning Board will review this ordinance at a future meeting.

CROSSWALKS/TRAFFIC CONTROL DEVICES: Jake Scott presented sample crosswalk symbols and signs to the board for their review. *After discussion, Commissioner Nestler made a motion to purchase crosswalk symbols for three crosswalks in town and appropriate \$8,000 from fund balance for the purchase. The motion carries with a unanimous vote.*

ADJOURNMENT: *Commissioner Hensley made a motion to adjourn the meeting at 10:06 a.m. The motion carries with a unanimous vote.*

Lynda Sossamon
Mayor

Amanda W. Murajda
Town Clerk