

**TOWN OF SYLVA BOARD OF COMMISSIONERS
PROPOSED AGENDA**

REGULAR BOARD MEETING OF THURSDAY, MARCH 12, 2020

83 Allen Street
Sylva, North Carolina
5:30 P.M.

CALL TO ORDER

APPROVAL OF AGENDA

- *All items listed and adopted are for discussion or possible action.*

APPROVAL OF CONSENT AGENDA

PUBLIC COMMENTS

REPORTS

Mayor's Report
Commissioner's Report
Manager's Report
Main Street Report
Fire Department Report

NEW BUSINESS

1. Resolution of Support—House Bill 655—Medicaid Expansion
2. Special Event Request—Alcohol—Greening Up the Mountains
3. Change Time of March 26, 2020 Budget Work Session
4. Cancel March 26, 2020 Regular Board Meeting
5. Reschedule March 26, 2020 Board Work Session

ADJOURNMENT

Town of Sylva
CONSENT AGENDA
March 12, 2020

1- APPROVE MINUTES: February 13, 2020, **Regular Board Meeting**; February 27, 2020, **Regular Board Meeting**

2- BUDGET AMENDMENT:

#19 19-530-0000 Contingency	\$ 2,000 C
19-530-7400 Capital	2,000 D

REF: Repair Fire Department boiler system

#20 10-399-0000 Fund Balance Appropriation	\$ 2,800 C
10-690-9700 Contribution to Sidewalk SRF	2,800 D
27-331-0000 Sidewalk SRF Transfer In	2,800 C
27-413-0000 Sidewalk SRF Expense	2,800 D

REF: Skyland Drive Sidewalk Amendment #2

#21 10-660-1000 ABC Rehab/Edu.	\$ 7,420 C
10-510-4300 PD ABC Rehab/Edu.	7,420 D

REF: Board approved appropriation for the 2019-2020 ABC Grant

#22 19-530-0000 FD Contingency	\$ 2,000 C
19-530-7400 FD Capital	2,000 D

REF: Fire Department sewer pump

3- TAX RELEASE:

4 Postmark release ~ 2019 ~ \$98.06 Interest

4- REPORTS:

- 1- Vehicle Tax Report as of **January 31, 2020**
- 2- Ad Valorem Tax Report as of **January 31, 2020**
- 3- Statement of Revenues, Expenditures, Changes in Fund Balance as of **January 31, 2020**

5- OTHER:

- **Approval of the ABC Grant Awards for 2019-2020 totaling \$10,898** (See attachment) Note: Approval of \$7,420 for the Sylva Police Department will also be approving the amount to be amended into their budget. See Budget Amendment #20.

2019 POSTMARKED TAXES

<u>Acct#</u>	<u>Taxpayer</u>	<u>Interest</u>
1709	Cellco Partnership/Verizon	61.65
4397	Hamilton Family Irrecvoc Tru	20.61
2255	Michael Gonzalez	6.97
920	Sean Bridgers	4.21
928	Michael R Nichols	4.62

\$98.06

2019-2020 ABC Alcohol Rehabilitation and Education:

Organization	Amount Requested	Amount Awarded
Sylva Police Department	7,420.00	7,420.00
Alcohol Abuse Education	4,570.80	3,478.00
Jackson County Sheriff's Dept	5,000.00	0.00
Total Requested	\$16,990.80	\$10,898.00

Available Funds **\$10,898**

Unfunded Request **\$6,093**

Summary:

Town of Sylva - Would allow for the purchase of a traffic trailer for DWI checkpoints and 10 officer safety vests for DWI checkpoints
Alcohol Abuse Education - Would provide educational programs and t-shirts to 9th-12th graders in Jackson County Schools. They will make special trips to Jackson County Schools to serve on the School Health Advisory Council, to support ball games, proms and graduation to educate students on the dangers of the use of alcohol while driving.
Jackson County Sheriff's Department - Would provide t-shirts for GUTM, Kids Super Saturday, and the Pumpkin Patch that local youth would have an opportunity to learn more about the consequences of underage drinking

REGULAR BOARD MEETING
Town of Sylva Board of Commissioners
February 13, 2020

The Town of Sylva Board of Commissioners held a regular meeting on February 13, 2020 at 5:30 p.m. in the Board Room of Municipal Hall, 83 Allen Street, Sylva, N.C.

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

ABSENT:

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

STAFF PRESENT: Chris Hatton (Police Chief) and Jake Scott (Public Works Director).

VISITORS: Delia Costa, Ethan Confer, Alan Brown, Melissa Madrona, Holly Kays and Dave Russell.

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

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

PUBLIC COMMENTS: None.

MAYOR'S REPORT: Mayor Sossamon acknowledged a letter from Trout Unlimited thanking the Public Works Department and other volunteers for their help in cleaning up the Scotts Creek area. Sossamon asked the board to send her items of interest for the next NCLM Board of Directors meeting she will be attending.

COMMISSIONER'S REPORT: Commissioner Gelbaugh reminded everyone to shop local. Commissioner Nestler reported to the board that he had met with two organizations about possible grant funding. The Nantahala Health Foundation and American Rivers will be sending further information. Commissioner McPherson noted that he had reviewed the Asheville Design Center's report on the R5600 construction project and would like to thank them for their efforts. Commissioner Hamilton announced that Jackson Neighbors in Need will begin work on new small homes in the near future.

MANAGERS REPORT:

- Employment Update: The Public Works Senior Maintenance Technician position was extended to broaden the applicant pool.
- The Skyland Drive sidewalk project has been delayed due to NCDOT's budget shortfall. The contract is now scheduled to be approved in July 2021. Plans are over 75% complete
- Bands have been booked for the entire Concerts on the Creek series. Town sponsored concert nights and bands are May 22 (Eleanor Underhill & Friends), May 29 (SKA CITY), July 24 (Darren and the Buttered Toast), August 21 (The Get Right Band), and September 4 (Daddy Rabbit). The Town is sharing the cost of Shand Meade and the Sound with the Rec. Dept. June 19th since there are so many concerts this summer.
- Dowling attended the County's pedestrian plan steering committee. Part of the community engagement will be a survey of areas throughout the county that need pedestrian facilities.

MAIN STREET REPORT: The 5th annual brew hop will be April 4th from 3:00 p.m. – 7:00 p.m. The Design Committee is having their spring pop-up show April 4th from 2:00 p.m. – 5:00 p.m. Proceeds will be split between the Design Committee and the community garden. Unfortunately, Bernadette Peters resigned from MSSA for family reasons.

FIRE DEPARTMENT REPORT: None.

PUBLIC HEARING-ORDINANCE AMENDMENT SECTION 38-50: FOOD TRUCKS: Mayor Sossamon opened the public hearing at 5:41 p.m. *Being no comments, Commissioner Nestler made a motion to close the hearing at 5:41 p.m. The motion carried with a unanimous vote.*

PUBLIC HEARING-ORDINANCE AMENDMENT SECTION 22-15: LICENSE AND BUSINESS REGISTRATIONS: Mayor Sossamon opened the public hearing at 5:42 p.m. *Being no comments, Commissioner Hamilton made a motion to close the hearing at 5:42 p.m. The motion carried with a unanimous vote.*

NEW BUSINESS

SWEAR IN PLANNING BOARD MEMBERS: Mayor Sossamon administered the oath of office for Planning Board members Alan Brown and Melissa Madrona.

ORDINANCE AMENDMENT SECTION 38-50: FOOD TRUCKS: *Commissioner Gelbaugh made a motion to approve the ordinance amendment. The motion carried with a unanimous vote.*

ORDINANCE AMENDMENT SECTION 22-15: LICENSE AND BUSINESS REGISTRATIONS: Commissioner Nestler asked for clarification on the amendment. Manager Dowling explained that trash disposal requirements had been changed to only the vendor trash, not patrons, and set-up location had been updated to allow vendors to pay an additional fee to park for the day in a town-owned space. *Commissioner McPherson made a motion to approve the ordinance amendment. The motion carried with a unanimous vote.*

SCHEDULE BOARD WORK SESSION: *Commissioner Gelbaugh made a motion to schedule a board work session prior to the scheduled budget meeting on March 26, 2020. The motion carried with a unanimous vote.*

ADJOURNMENT: *Commissioner Guiney made a motion to adjourn the meeting at 5:52 p.m. The motion carried with a unanimous vote.*

Lynda Sossamon
Mayor

Amanda W. Murajda
Town Clerk

REGULAR BOARD MEETING
Town of Sylva Board of Commissioners
February 27, 2020

The Town of Sylva Board of Commissioners held a regular meeting on February 27, 2020 at 9:00 a.m. in the Board Room of Municipal Hall, 83 Allen Street, Sylva, N.C.

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

ABSENT: Lynda Sossamon, Mayor

Vice-Mayor Hamilton called the meeting to order at 9:00 a.m.

STAFF PRESENT: Chris Hatton (Police Chief) and Jake Scott (Public Works Director).

VISITORS: Dave Russell and Gail Lazarus

AGENDA: *Commissioner Gelbaugh 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 Nestler asked if the board would consider a resolution for Medicaid expansion on a future agenda. A majority of the board would like to add the resolution to a future agenda. Commissioner Guiney reported that the use of mountain bikes on the Pinnacle Park and Blackrock Creek trails needs to be addressed. He requested that Manager Dowling research the use of bikes and correspond with Mainspring and Clean Water Management and report back. Commissioner McPherson would like a follow-up report from Manager Dowling and NCDOT upon completion of their meeting to discuss ADC R5600 recommendations. Commissioner Hamilton reported that WCU students are working with Main Street businesses on their partnership with WCU.

MANAGERS REPORT: Manager Dowling reported the following:

- Budget Update: Budget requests due March 2, 2020. The next budget work session is March 26, 2020 after the regular meeting.
- March 12th meeting: There will be a board of adjustment meeting at 5:30 p.m. on March 12, 2020 for a conditional use permit request for multi-family housing.
- Blackrock Creek: Grant paperwork is still in process. Mainspring and the Conservation Fund will be assisting in the completion of the grant paperwork.
- 107 Business Summit. The business summit is an opportunity for business owners impacted by the Highway 107 construction project to network for the transitional time.
- Plans are well under way for Greening Up the Mountains. The festival is April 25, 2020 from 10:00 a.m.-4:00 p.m.

PUBLIC WORKS DEPARTMENT: Jake Scott reported that a new central heat and air unit had been installed at Town Hall and the boiler at the Fire Department was being repaired. Scott recently attended training for local government officials. The department is working on preparing Pinnacle Park for the Assault on Blackrock event.

POLICE DEPARTMENT: Chris Hatton reported that the department would be fully staffed the first week in March. The department has been conducting an aggressive driving campaign the month of February and it has

resulted in numerous citations, warnings and arrests. In the near future the department will be displaying a new logo and image.

PLANNING BOARD REPORT: The Planning Board met on February 20, 2020 and reviewed a conditional use permit application from Southern Properties and Development LLC for a multi-unit family housing complex on Savannah Drive.

TWSA BOARD REPORT: Commissioner Nestler reported that Daniel Manring has been hired as the new director of TWSA. The TWSA Board is in the process of scheduling meetings for policy review.

NEW BUSINESS

AMERICAN RIVERS BRIDGE PARK PROJECT PROPOSAL: Gail Lazarus from American Rivers addressed the board and presented their proposal for Bridge Park improvements according to a watershed study performed by Equinox. She also discussed funding opportunities available through grants.

ADJOURNMENT: *Commissioner Guiney made a motion to adjourn the meeting at 9:40 a.m. The motion carries with a unanimous vote.*

Lynda Sossamon
Mayor

Amanda W. Murajda
Town Clerk

Town of Sylva
Resolution in Support of House Bill 655

WHEREAS, there are 1,083,000 citizens in North Carolina who have no health insurance; and

WHEREAS, the majority of these uninsured individuals aged 19 to 64 are employed, but they are either not employed full-time or are not making enough money to afford health insurance coverage; and

WHEREAS, the State is currently incurring the cost of care for these uninsured individuals as they seek uncompensated care at one of the North Carolina hospital emergency departments; and

WHEREAS, because these uninsured individuals cannot afford preventive care, they do not seek care until they are very ill and the cost of care is very high; and

WHEREAS, these uninsured individuals lose time on the job, often become chronically ill, and may suffer advanced or even terminal illness because they are unable to afford early care;

WHEREAS, the State has the opportunity to develop and implement a unique, carefully controlled program to address this coverage gap; and

WHEREAS, the North Carolina model addressing this coverage gap will include a work requirement for participants; and

WHEREAS, the North Carolina model addressing this coverage gap will be paid for with a combination of participant premiums, intergovernmental transfers, current hospital assessments, gross premiums tax revenue, newly enacted hospital assessments, and federal funds; and

WHEREAS, the North Carolina model addressing this coverage gap will not increase the cost to consumers or taxpayers as a result of the increased gross premiums tax revenue and the new hospital assessment; and

WHEREAS, federal law directs that the federal share for the North Carolina model addressing the coverage gap is ninety percent (90%) for calendar year 2020 and each year thereafter under 42 U.S.C. § 1396d(y)(1)(E); and

WHEREAS, the North Carolina model addressing this coverage gap will not add to the national debt; and

WHEREAS, in our ongoing effort to reduce homelessness in the Town of Sylva, it is imperative that all possibilities be considered for individuals and families who experience homelessness, having access to health insurance provides a path to greater self-reliance and independence, and Medicaid expansion is an idea our state should carefully consider.

NOW, THEREFORE, BE IT RESOLVED that the Town of Sylva Board of Commissioners hereby support House Bill 655 and respectfully urge the North Carolina General Assembly to consider an affirmative vote in the 2020 legislative session to better assist citizens with insurance needs.

Adopted this 12th day of March, 2020.

Lynda Sossamon
Mayor

ATTEST:

Amanda W. Murajda
Town Clerk

TOWN OF SYLVA

83 Allen Street
Sylva, N.C. 28779

Phone: (828) 586-2719 Fax: (828) 586-8134 E-mail: townclerk@townofsylva.org

OUTDOOR SPECIAL EVENT PERMIT APPLICATION
CONSUMPTION OF ALCOHOL

Today's Date 3/5/2020 - Event: 4/25/2020

Name of Business Innovation Brewing

NC alcohol license holder # 00213140DG

⊛ Note: Location change
this year requested by
Town Manager and Police
chief. ~~pm~~

Primary Organizer Contact:

Name Nicole Owen

Phone# 828-989-3104

Address 414 W. Main St., Sylva

Email Address innovationbrewing@yahoo.com

Fax # N/A

Primary Event Category:

****Note** 60 Day Advance Notice is Required for Events that will need a Road Closure!!**

Name of Event Greening Up the Mountains

Date(s) of Actual Event April 25, 2020

Estimated Attendance 250 in fenced area *determines police presence at \$30/hr/officer

Event Time(s) Opening 10:00 AM/PM - Closing 4:00 AM/PM

Set-up Date(s) 4/25/2020 Set-up Time(s) 8:00 AM/PM -- 9:00 AM/PM

Primary On-Site Contact Nicole Owen

Mobile Phone# 828-989-3104

Mission/Purpose of Event Sylva/MSSA Spring Festival

Describe Event We would like to set up a beer garden during Greening Up the Mountains.

List quantity of structures & equipment on-site (Ex. Tents; Stakes; Generators; Inflatables, etc.)

Tents inside a roped or fenced area at Bridge Park. The fenced beer garden would be in the grass to the right of the stage.

Will streets/sidewalks need to be closed? Yes ___ No X

Will any vehicles/trailers be located in non-parking areas? Yes ___ No X

Are sales by private vendors being planned? Yes X No ___
IF YES, how many? 4

Will tents or canopies be used at the event? Yes X No ___

Will banners or signs be used outside the event area? Yes ___ No X

Does your event require electricity? Yes ___ No X

Will sound amplification be used? Yes ___ No X

Will there be any cooking with grease? Yes ___ No X

Will private grills be in use for food preparation? Yes ___ No X

Will additional trash receptacles be used? Yes X No ___

Will the event be publicized? Yes X No ___

Do you intend to serve alcohol? Yes X No ___

Do you intend to sell the alcohol? Yes X No ___
(If yes, attach a copy of your NC license to sell alcohol)

What type of alcohol do you intend to serve? beer
(i.e. beer, unfortified wine, etc.)

A certificate of liability insurance coverage at a level of \$1,000,000 must be held by event organizer and must list the Town of Sylva for the day of the event. Please attach to this application a copy of certificate listing the Town of Sylva.

If the date and/or location requested is not available, or if the requested location is not an appropriate site to conduct your proposed event, the Town of Sylva will contact you and an alternate location will suggested if available. Your confirmation will be in the form of a permit, issued to the organization and/or person responsible for planning the event. Do not publicize your event until approval has been granted by the Town of Sylva Board of Commissioners. The submission of an Outdoor Special Event Permit Application—Alcohol Consumption is NOT approval to hold an event.

List of Fees:

*NOTE: All fees must be paid before reservation is approved.

- ___ \$30.00 for two hours (Town Residents)
- ___ \$50.00 for two hours (non Town Residents)
- ___ \$50.00 for four hours (Town Residents)
- ___ \$75.00 for four hours (non Town Residents)
- ___ \$100.00 for eight hours (Town Residents)
- ___ \$125.00 for eight hours (non Town Residents)
- ___ \$5.00 per vendor

Everything that I have stated on this application is correct to the best of my knowledge, I have read, understand, and agree to abide by the policies, rules and regulations. The permit, if granted, is not transferable and is revocable at any time at the absolute discretion of the Sylva Town Manager.

I also understand that I am responsible for scheduling with the Town of Sylva Police Department officers to be on duty during event, and that payment for officer presence is due at the time application is submitted.

Name of Applicant Nicole Owen

Signature Nicole Owen Date 3/5/2020

Official Use Only:
Officers Required _____ (\$35/hr/officer) Total Due _____
Certificate of Liability Insurance Coverage attached _____
Copy of NC license to sell alcohol attached _____ (if required)
Resolution of Approval dated _____