



TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, April 24, 2025 at 9:00 AM
Board Room, 83 Allen Street Sylva, North Carolina

MINUTES

PRESENT: Jonathan Brown, Commissioner
Blitz Estridge, Commissioner
Mary Gelbaugh, Mayor Pro-Tem
Johnny Phillips, Mayor
Brad Waldrop, Commissioner
Joseph Waldrum, Commissioner

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

ABSENT:

CALL TO ORDER

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

STAFF PRESENT: Bernadette Peters (Main Street Director), Keith Buchanan (Asst. Fire Chief), Robbie Carter (Asst. Police Chief) and Chris Hatton (Police Chief).

VISITORS: Hannah Yarrington and Dave Russell.

APPROVAL OF AGENDA

Commissioner Gelbaugh made a motion to approve the agenda. The motion carried with a unanimous vote.

APPROVAL OF CONSENT AGENDA

Commissioner Estridge made a motion to approve the consent agenda. The motion carried with a unanimous vote.

PUBLIC COMMENTS

None.

MAYOR'S REPORT

Mayor Phillips thanked all those involved in Greening Up the Mountains.

COMMISSIONER'S REPORT:

Commissioners reported the following:
Gelbaugh—The annual bike rodeo will be held at Cullowhee Valley School on 5/4/2025.

MANAGER'S REPORT:

- Manager Dowling reported the following:
- The GUTM festival is from 10:00 a.m.-4:00 p.m. The festival is rain or shine. There are 156 vendors on Main Street and at Bridge Park. There are more food vendors than in previous years. The festival is a fun day for the community. Tammy and Mark Haskett have done an incredible job organizing the festival. It takes every Town employee to make this event possible. It is a big day for the Town.
 - The ribbon cutting for the public restroom is at 2:00 p.m. Odell Thompson is cutting the ribbon.
 - We have a budget work session immediately after the meeting to review the draft budget and fee schedule. The line-items have not changed since the last work session, but the budget message explains the highlights of the proposed budget.
 - PARTF Grant submitted by 5/1/25--\$341,320 would come from the Pinnacle Park Fund and matched per dollar. The grant would cover improvements that have been identified in the master plan like trails, parking lot signage and a viewing area.

PUBLIC WORKS DEPARTMENT REPORT:

- Bryson Park construction work is on schedule and progressing daily.

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- Scott thanked TWSA for their help repairing the sink hole on Main Street as well as Carly and Cass for their patience during the repair.
- The recent storm damaged the lower west fork and Pinnacle Park parking lot and the department has been working to clean it up.
- Spring mowing has commenced.

POLICE DEPARTMENT REPORT: Chris Hatton, Police Chief, reported the following:

- Two vacancies open.
- Several members of the department are involved in training classes.
- Reviewed calls for service.

FIRE DEPARTMENT REPORT: Keith Buchanan, Assistant Fire Chief, reported the following:

- Calls for service have increased and currently stand at around 500 since January.
- The Sylva FD sent a crew and equipment to Swain County to assist with a recent forest fire.

MAIN STREET REPORT: Bernadette Peters reported the following:

- The Sylva Supply mural has been completed.
- The new restroom signage is complete.
- The tiny home study is complete and will aid in development strategies.
- Joel and Janine Sowers and Robin Bailey, of Sundog Commercial Properties, were recognized as Mainstreet Champion for their impact on the Sylva community.

PLANNING BOARD REPORT: None.

TWSA BOARD REPORT:

- NCDOT and TWSA continue to work together to finalize the relocation of nearly all underground water and sewer lines with the R5600 project area.
- The Clearwell project is moving forward and on schedule.

PINNACLE PARK REPORT:

- The Foundation will be present at GUTM distributing information and items for sale.

NEW BUSINESS

PROCLAMATION HONORING THE SYLVA HERALD'S 100TH ANNIVERSARY: Manager Dowling read the proclamation honoring the Sylva Herald. *Commissioner Gelbaugh made a motion to approve the proclamation. The motion carried with a unanimous vote.*

PLANNING BOARD APPOINTMENT: The current vacancy on the Planning Board will expire on December 31, 2026. The Town received an application for the appointment from Taylor Armstrong. *Commissioner Brown made a motion to appoint Taylor Armstrong to the Planning Board. The motion carried with a unanimous vote.*

SPECIAL EVENT REQUEST—THE SUMMIT CHURCH EVENT—ALCOHOL SERVICE: The Summit Church has submitted an alcohol request for a concert at Bridge Park May 17th from 6:00 p.m.-8:30 p.m. Lazy Hiker, Innovation, and Balsam Falls are the alcohol providers. This application is before the board because it is a request to have alcohol on town owned property. *Commissioner Waldrop made a motion to approve the request. The motion carried with a unanimous vote.*

RESCHEDULE THE MAY PLANNING BOARD MEETING TO MAY 15, 2025: **Commissioner Waldrop made a motion to reschedule the May Planning Board meeting to May 15, 2025. The motion carried with a unanimous vote.**

ADJOURNMENT: *Commissioner Waldrop made a motion to adjourn the meeting at 9:21 a.m. The motion carried with a unanimous vote.*

Johnny Phillips
Mayor

Amanda W. Murajda
Town Clerk