



# TOWN OF SYLVA BOARD OF COMMISSIONERS MEETING

Thursday, May 25, 2023 at 5:30 PM

Board Room, 83 Allen Street Sylva, North Carolina

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## MINUTES

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**PRESENT:** Mary Gelbaugh, Mayor Pro-Tem  
Greg McPherson, Commissioner  
David Nestler, Mayor  
Natalie Newman, Commissioner  
Brad Waldrop, Commissioner

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

**ABSENT:** Ben Guiney, Commissioner

### CALL TO ORDER

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

**STAFF PRESENT:** Lynn Bryant (Finance Officer), Jake Scott (Public Works Director), Bernadette Peters (Main Street Director), Mike Beck (Fire Chief) and Chris Hatton (Police Chief).

**VISITORS:** Luther Jones, Lisa McBride and Matt Opinski.

### APPROVAL OF AGENDA

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

### APPROVAL OF CONSENT AGENDA

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

### PUBLIC COMMENTS

None.

### MAYOR'S REPORT

None.

### COMMISSIONER'S REPORT

Commissioner Gelbaugh, who serves on the library board, encouraged everyone to participate in summer activities offered by the Jackson County Public Library. Commissioner McPherson announced the skate park opening for June 15, 2023 at 4:00 p.m. There will be several activities and vendors present.

**MANAGER'S REPORT:** Manager Dowling reported the following:

- Matt Opinski will serve as an intern with the Town of Sylva for the summer.
- Currently working on the TDA grant application for the Bridge Park Green Infrastructure project. The Southwestern Commission is assisting with the grant application. It is due June 1<sup>st</sup>.
- The Allen Street slope stabilization is progressing nicely. Soil nail installation started this week.
- The Town had a 90% plan meeting on the public restroom. A large set of current plans are available for review.
- A replacement on the Planning Board for Alan Brown will need to be made in the near future.
- Town offices are closed for Memorial Day.
- Manager Dowling will be attending the NC City and County Management Association conference in Wilmington June 20<sup>st</sup>-24<sup>th</sup>.

**PUBLIC WORKS DEPARTMENT REPORT:** Jake Scott reported the following:

- Scott gave an update on Allen Street repairs.

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- The Sylva Garden Club has begun work for the spring plantings.

**POLICE DEPARTMENT REPORT:** Chris Hatton reported the following:

- Reviewed calls for service.
- The file audit is almost complete.
- FTO program is being updated.
- Community Care Liaison Galadriel LaVere received the WCU Award for Excellence.

**FIRE DEPARTMENT REPORT:** Mike Beck reported on the following:

- Reviewed calls for service for 2023.

**MAIN STREET REPORT:** Bernadette Peters reported the following:

- Concerts on the Creek will begin May 26<sup>th</sup>
- Continuing to work towards a coworking space.
- The CORE Outdoor Economy groups are close to implementation.

**TWSA BOARD REPORT:** Mayor Nestler reported the following:

- The board held the annual budget public hearing and approved the FY 2023-2024 budget.
- There are rate increases in the approved budget.

**PINNACLE BOARD REPORT:** Mayor Nestler reported the following:

- The Town did receive \$50,000 from Jackson County for Pinnacle Park

**PUBLIC HEARING—FY 2023-2024 BUDGET:** Mayor Nestler opened the public hearing at 6:01 p.m. Luther Jones addressed the board with his concerns related to a tax increase in the proposed budget. *Being no further comment, Commissioner Gelbaugh made a motion to close the hearing at 6:05 p.m. The motion carried with a unanimous vote.*

#### **NEW BUSINESS**

**RESOLUTION TO AWARD CONTRACT—PINNACLE PARK MASTER PLAN:** The Pinnacle Park Foundation has received two proposals for the Pinnacle Park master plan. The PPF is recommending awarding the contract to Equinox. The resolution in the agenda packet authorizes the town manager to award the contract up to \$150,000 for the master plan. You will see in the consent agenda that Jackson County and the TDA have approved \$50,000 each for this project. The Town approved \$50,000 from the Fisher Creek General Fund April 13<sup>th</sup>. *Commissioner Waldrop made a motion to approve the resolution to award the contract. The motion carried with a unanimous vote.*

**AUDIT CONTRACT:** The audit fee is \$20,200 with Burleson & Earley, P.A. *Commissioner Gelbaugh made a motion to approve the audit contract. The motion carried with a unanimous vote.*

**SPECIAL EVENT REQUEST—INNOVATION BREWING—FARM TO TABLE DINNER:** This is a request from Innovation Brewing and WNC Farm to Table to have alcohol at the Farm to Table Dinner October 14, 2023. *Commissioner McPherson made a motion to approve the request. The motion carried with a unanimous vote.*

**CANCEL JUNE 22, 2023 REGULAR BOARD MEETING:** *Commissioner Newman made a motion to cancel the June 22, 2023 regular board meeting. The motion carried with a unanimous vote.*

**CANCEL JUNE 22, 2023 AND JULY 27, 2023 PLANNING BOARD MEETING:** *Commissioner Newman made a motion to cancel the June 22, 2023 and July 27, 2023 planning board meetings. The motion carried with a unanimous vote.*

**ADJOURNMENT:** *Commissioner McPherson made a motion to adjourn the meeting at 6:09 p.m. The motion carried with a unanimous vote.*

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David Nestler  
Mayor

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Amanda W. Murajda  
Town Clerk