



# TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, June 13, 2024 at 5:30 PM

Board Room, 83 Allen Street Sylva, North Carolina

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## MINUTES

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**PRESENT:** Jonathan Brown, Commissioner  
Blitz Estridge, Commissioner  
Mary Gelbaugh, Mayor Pro-Tem  
Mark Jones, Commissioner  
Johnny Phillips, Mayor  
Brad Waldrop, 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 5:30 p.m.

**STAFF PRESENT:** Chris Hatton (Police Chief) and Robbie Carter (Assistant Police Chief).

**VISITORS:** Jennifer Harr, Jessie Roberts, Curtis Collins and Cathy Stillwell Gibson.

### APPROVAL OF AGENDA

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

### APPROVAL OF CONSENT AGENDA

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

**PUBLIC COMMENTS:** Jennifer Harr addressed the board and expressed concern for the LGBTQ and disappointment in the Town Board. Jessie Roberts addressed the board and expressed her disappointment with the Town Board as well. Curt Collins addressed the board about the "Sylva Styrobusters" move to have Styrofoam recycling events. They occur on the first Sunday of each month. Kathy Stillwell Gibson addressed the board about the upcoming Sylva Webster Fest to be held September 21, 2024.

**MAYOR'S REPORT:** Mayor Phillips reported that the retaining wall behind Town Hall is failing, and the Town is working on securing funding for repairs.

**COMMISSIONER'S REPORT:** Mayor Pro-Tem Gelbaugh reported on the passing of long-time Sylva Pastor, the Reverend Bill Serjak. Commissioner Waldrop announced a free Juneteenth celebration at Bridge Park on June 19, 2024, from 5:30-8:30 p.m. Commissioner Jones acknowledged the work of Rolling Start and their mission to provide working vehicles to those in need. Commissioner Estridge welcomed Jon Brown to the board.

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

- Downtown Restroom Update: The estimated completion date is now July 31<sup>st</sup>.
- Bartlett Operations Inc. was the low bidder on the Bryson Park Pavilion and restroom renovation.
- Employment Update: Officer Maggie Kirkland has started in the Police Department. Please extend congratulations to Robbie Carter who has been promoted to Assistant Police Chief.
- Paving on Second Avenue is being completed this week.
- Dowling will be at the NC City & County Manager's Summer Conference June 20-22<sup>nd</sup>. The conference is in Cherokee this year.
- Town Hall will be closed June 21<sup>st</sup> in observance of Juneteenth.

**NEW BUSINESS**

**FY 2024-2025 BUDGET ORDINANCE:** Manager Dowling explained that the budget ordinance presented is the same version as advertised. She thanked everyone for their time and effort on budget. *Commissioner Estridge made a motion to approve the budget as presented. The motion carried with a unanimous vote.*

**FY 2024-2025 FEE SCHEDULE:** Manager Dowling reported that the fee schedule is the same as the version advertised. *Commissioner Gelbaugh made a motion to approve the FY 2024-2025 fee schedule. The motion carried with a unanimous vote.*

**MOUNTAIN PROJECTS BOARD APPOINTMENT:** The Mountain Projects board has a seat that rotates between the Town of Sylva and Webster. It is now Sylva's turn to make an appointment. Commissioner Jones is willing to serve. *Commissioner Gelbaugh made a motion to appoint Mark Jones to the Mountain Projects board. The motion carried with a unanimous vote.*

**MSSA FAÇADE GRANT APPROVAL:** Bernadette Peters presented two applications eligible for a 1:1 match up to \$3,000 to the board for approval:

1. Freedom Pavilion
2. Wild Kitchen

*Commissioner Brown made a motion to approve the two grant applications. The motion carried with a unanimous vote.*

**BOARD RULES OF PROCEDURE:** The board has reviewed their current rules of procedures and propose the following:

- a. the second meeting of the month will become a work session
- b. general public comment changed to three minutes
- c. public hearing public comment changed to five minutes
- d. minor changes to livestreaming

**ECONOMIC DEVELOPMENT BOARD—DISCUSSION ONLY:** Mayor Phillips explained that this board would consist of five members who are taxpayers in the city limits but do not reside inside the city limits of Sylva. He noted that the staff is working on proposed by-laws in the board will be discussed at a future meeting.

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

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Johnny Phillips  
Mayor

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Amanda W. Murajda  
Town Clerk