



TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, February 13, 2025 at 5:30 PM
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

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

ABSENT: Mark Jones, Commissioner

CALL TO ORDER

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

STAFF PRESENT: Jake Scott (Public Works Director)

VISITORS: Daniel Manring and Joan Stearns.

APPROVAL OF AGENDA:

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

APPROVAL OF CONSENT AGENDA

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

PUBLIC COMMENTS: Daniel Manring addressed the board and invited them to TWSA's annual meeting on March 4, 2025 at 4:00 p.m. Joan Stearns let the board know that a sign near her house had been fixed.

MAYOR'S REPORT: Mayor Phillips reminded the board to continue thinking of Commissioner Mark Jones during his health issues.

COMMISSIONER'S REPORT: Commissioner Brown noted he was happy to see positive communication on a possible skate park with the county. Manager Dowling read a resignation letter from Mark Jones and thanked him for his services. Commissioner Waldrop made a motion to add an item to the agenda to accept Commissioner Jones resignation and discuss a schedule for replacement. The motion carried with a unanimous vote.

MANAGER'S REPORT: Manager Dowling reported the following:

- Departmental budget worksheets are due on Thursday.
- Dowling attended the NC City & County Manager's conference in Winston Salem. Most sessions focused on disaster relief, resilience, and how to prepare in the future.
- Jake Scott and Dowling had a site visit with a FEMA site inspector last week to look at the slope failure behind Town Hall. The site inspector measured the damage to the wall, culvert, and parking lot. The measurements from the site visit are used to calculate what damages we are eligible to claim. The site inspector said it could take a couple of months to determine the amount of public assistance the Town is eligible for.
- Bryson Park Pavilion Update: The roofing is completed, and the siding should be finished this week. The fixtures have been delivered. The building is on schedule to be finished by the end of March.
- The fire truck contract has been signed and a preconstruction meeting will be held February 28th.
- Town offices are closed for President's Day on Monday, February 17th. Trash will be collected on Tuesday.

NEW BUSINESS:

RESOLUTION OF SUPPORT—JACKSON COUNTY RECREATIONAL MASTER PLAN—SKATE PARK:

Commissioner Waldrop made a motion to approve a resolution of support for the Jackson County Recreational Master Plan to include a skate park. The motion carried with a unanimous vote.

MOUNTAIN PROJECTS BOARD APPOINTMENT: Commissioner Mark Jones will no longer serve on the board and the seat must be filled with a Town commissioner. Commissioner Waldrop noted he would like to serve on that board. *Commissioner Gelbaugh made a motion to appoint Commissioner Brad Waldrop to the Mountain Projects Board. The motion carried with a unanimous vote.*

COMMISSIONER RESIGNATION AND REPLACEMENT SCHEDULE: Commissioner Estridge made a motion to accept the resignation of Commissioner Mark Jones. *The motion carried with a unanimous vote.* Manger Dowling presented the board with a schedule for accepting applications and appointing a new commissioner.

The schedule is as follows:

February 20 & 27, 2025—Advertise vacancy in the Sylva Herald

March 5, 2025—Applications for Board vacancy due to Town Hall

March 13, 2025—Applications will be distributed to Board for review in open session. *Candidate's names will not be shared before the March 13, 2025 meeting.*

March 27, 2025—Board of Commissioners will vote by ballot to fill the vacancy.

Ballots will contain the board member's name and a list of candidates to choose from. The announcement of the vote must be public including board member's name and selection choice.

March 27, 2025—Newly appointed Commissioner attends budget meeting.

April 10, 2025—Newly appointed Commissioner will be sworn in.

ADJOURNMENT: *Commissioner Waldrop made a motion to adjourn the meeting at 5:46 p.m. The motion carried with a unanimous vote.*

Johnny Phillips
Mayor

Amanda W. Murajda
Town Clerk