

REGULAR BOARD MEETING
Town of Sylva Board of Commissioners
April 16, 2009

The Town of Sylva Board of Commissioners held their regularly scheduled meeting on April 16, 2009 at 9:15 a.m. in the Board Room of Municipal Hall, 83 Allen Street, Sylva, N.C.

MEMBERS PRESENT: Mayor Brenda Oliver and Commissioners Sarah Graham, Harold Hensley, Ray Lewis, Maurice Moody and Stacy Knotts

MEMBERS ABSENT: None

STAFF PRESENT: Brandi Henson King (Town Clerk), Eric Ridenour (Town Attorney), Jeff Jamison (Police Chief) and Chris Carter (Interim Town Manager)

VISITORS PRESENT: Mike Beck, Victor Lofquist, Odell Thompson, Sheryl Rudd, Stephanie Salmons and Julie Sylvester

CALLED TO ORDER: Mayor Brenda Oliver called the meeting to order at 9:15 a.m.

APPROVAL OF AGENDA: Mayor Oliver requested that a Reuse and Renovation Grant discussion be added to the agenda. *Commissioner Graham made a motion to add the item to the agenda. The motion carries with a unanimous vote. Commissioner Moody made a motion to approve the agenda as amended. The motion carries with a unanimous vote.*

PUBLIC COMMENTS: None

MAYOR'S REPORT: Mayor Oliver reported that TWSA was awarded \$14 million and Mountain Projects was awarded \$31,000 in federal funds.

COMMISSIONER'S REPORT: Commissioner Knotts stated that WASP is now soliciting capital improvement project requests. Commissioner Moody suggested reminding TWSA about the Sunrise Park area since some of the residents do not have access to water and sewer.

MANAGER'S REPORT: None

PUBLIC WORKS REPORT: None

POLICE DEPARTMENT REPORT: Jamison reported on statistics for the previous month. Jamison also stated they have purchased a used vehicle from Highway Patrol to replace the patrol car that was recently totaled. The department now has the e-citation program in place.

PLANNING BOARD REPORT: Carter reported the Planning Board has finished reviewing the Subdivision Ordinance and will start looking at the rezoning of the Sunrise Park area.

DSA REPORT: Sylvester reported that DSA is still planning the Greening Up the Mountains Celebration. The WCU Event Planning Class will be doing the 5K run. The Jackson County Arts Council and the merchants are working on “Sylva After Dark” where businesses will stay open later on the first Friday of every month. The Downtown Taste of Sylva will be held June 13th.

PUBLIC HEARING: ZONING ORDINANCE TEXT AMENDMENT FOR BUILDING HEIGHT LIMITATIONS IN THE I-1 DISTRICT: The Public Hearing was called to order at 9:24 a.m. Carter stated that Jackson Paper is planning on expanding part of their existing operations at their current location and have purchased a new boiler that will need to be housed in a building that will be greater than 50 feet. The building is estimated to be about 70 feet. The current maximum building height limitation for the I-1 district is 50 feet. The Public Hearing was adjourned at 9:28 a.m.

APPROVAL OF FIRE DEPARTMENT RENOVATION BIDS: Victor Lofquist reported the low bidder for the site work for the Fire Department Expansion Project was Buchanan & Sons of Whittier. Their base bid came in at \$544,000 with a \$30,000 alternate for the sculpted retaining wall. *Commissioner Moody made a motion to award the site work contract to Buchanan & Sons. The motion carries with a unanimous vote.*

Odell Thompson reported the low bidder for the building portion of the Fire Department Expansion Project was Cooper Construction. Their base bid came in at \$1,187,000. There are five alternates that could be added to the project as follows:

1. New Wall Panels on Existing Building	\$11,400
2. Stainless Steel Rail for Balcony	\$11,700
3. Solar Hot Water System	\$40,900
4. Magnegrip Exhaust System	\$37,650
5. Solar PV System	\$41,800

Thompson’s recommendation is to approve the contract with all five alternates for \$1,330,450. *Commissioner Moody made a motion to award the building contract to Cooper Construction will all five alternates. The motion carries with a unanimous vote.*

Manager Carter stated an amended capital project ordinance will need to be adopted at the May 7th meeting.

REQUEST FOR LANDIS STREET TO BECOME A TWO-WAY STREET: Commissioner Lewis stated the Street Committee’s recommendation is to wait and see what goes into the old Post Office building before they make a decision.

ZONING ORDINANCE AMENDMENT FOR I-1 INDUSTRIAL DISTRICT: *Commissioner Moody made a motion to amend Section 207 of the Zoning Ordinance to*

reflect that no structure within the I-1 Industrial District shall exceed eighty feet in height. The motion carries with a unanimous vote.

ABATEMENT ISSUES: Town Attorney Eric Ridenour stated that his top priorities for abatement issues are the Jones property in Hall Heights and the Midnight Star building on Chipper Curve. The Board consensus is to have Ridenour proceed.

CELL PHONE POLICY DISCUSSION: Carter stated the IRS considers personal use on business cell phones as taxable income. The Town should adopt a policy that would prohibit personal use on business phones to keep the Town from having to provide records for the substantiating requirements.

The Public Safety Committee will meet with the Chief and Manager to discuss a cell phone policy.

EDC BOARD APPOINTMENT: *Commissioner Knotts made a motion to reappoint Chris Matheson to the EDC Board. The motion carries with a unanimous vote.*

RURAL CENTER REUSE AND RENOVATION GRANT: Mayor Oliver stated the Town applied for a \$400,000 grant to the Rural Center on behalf of Stonewall Packaging for the renovation of the Chasm building. The Rural Center approved the application and the Town will receive a grant for \$480,000. The contract from the Rural Center states the Town will agree to monitor the project. Stonewall must create 40 jobs in two years. If the project does not create 40 new jobs then \$12,000 for each job that has not been created must be paid back. *Commissioner Knotts made a motion to approve the contract. The motion carries with a unanimous vote.*

BUDGET CYCLE: Carter stated that he and Bryant have estimated revenues and he will build the budget from the previous years. Carter suggests not adding any major projects and work the budget just like this year until the new manager is able to get settled in.

The Board scheduled a Budget Worksession after their regularly scheduled meeting on May 21st.

ADJOURNMENT: *Commissioner Knotts made a motion to recess the meeting. The meeting was adjourned at 10:35 a.m.*

Brenda A. Oliver
Mayor

Brandi H. King
Town Clerk