

REGULAR BOARD MEETING
Town of Sylva Board of Commissioners
October 15, 2009

The Town of Sylva Board of Commissioners held their regularly scheduled meeting on October 15, 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, Stacy Knotts and Maurice Moody

MEMBERS ABSENT: None

STAFF PRESENT: Adrienne Isenhower (Town Manager), Eric Ridenour (Town Attorney), Jeff Jamison (Police Chief), Dan Schaeffer (Public Works Director) and Amanda Parker (Police Clerk)

VISITORS PRESENT: Alex Cameron, Emily Elders, Mickey Henson, Tim Johnson and Allison Brantley

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

APPROVAL OF AGENDA: *Commissioner Hensley made a motion to add the Municipal Grant Application to the agenda. The motion carries with a unanimous vote. Commissioner Hensley also made a motion to add a closed session pursuant to G.S. 143-318.11 (a) (3) to the agenda. The motion carries with a unanimous vote. Commissioner Lewis made a motion to approve the agenda as amended and the motion carries with a unanimous vote.*

PUBLIC COMMENTS: None

MAYOR'S REPORT: None

COMMISSIONER'S REPORT: Commissioner Knotts reported that TWSA will be starting the Rhodes Cove sewer replacement project soon.

Commissioner Moody stated the Streets Committee met. They recommend that Landis Street go back to a two way street. A public hearing will be scheduled for the November 5th meeting. The Street Committee also recommends that a turn lane needs to be installed at Grindstaff Cove Road and Mill Street. *Moody made a motion to let the NC DOT go ahead and look into installing a turn lane at Grindstaff and Mill. The motion carries with a unanimous vote.* The Street Committee also recommends including the cost of restrooms downtown in next years' budget.

MANAGER'S REPORT: Isenhower stated the Pedestrian Plan Steering Committee will be meeting on October 26th at 5:30 p.m. in Town Hall.

PUBLIC WORKS REPORT: Schaeffer reported that Public Works is working on vacuuming leaves and the trees have been ordered for the Bridge Park.

POLICE DEPARTMENT REPORT: Chief Jamison reported on the statistics of the previous month. Jamison also recommended that the Police Department needs to be aware of events occurring within Sylva that will have more than 200 attendees so they will be able to schedule more officers to work those days.

PLANNING BOARD REPORT: None

DSA REPORT: None

FIRE DEPARTMENT REPORT: None

PUBLIC HEARING (ZONING VARIANCE APPLICATION FROM MCDONALDS): Mayor Oliver called the public hearing to order at 9:30 a.m. McDonalds is requesting permission to keep the existing non-conforming road sign in place after the building is demolished and rebuilt. The construction phase will last approximately 90 days. The Sylva Ordinance states that if a business is shut down for more than 30 days then the sign becomes nonconforming and would need to be replaced with a conforming sign. McDonald's feels they will not be visible if they have to take down their large sign. Commissioners Graham and Moody do not believe that the current sign ordinances prohibit businesses from being visible and all new signs should be conforming. The Public Hearing was closed at 9:37 a.m.

ZONING VARIANCE APPLICATION (MCDONALDS): *Commissioner Graham made a motion for McDonalds to bring the sign into compliance with our sign ordinance when they do their renovations. The motion carries with a unanimous vote.*

BRIDGE PARK FEE SCHEDULE: Isenhower's recommendation is to raise the fees for the Bridge Park to \$30/2 hour, \$40/half day and \$80/whole day. Commissioners Hensley and Moody suggested adding an additional fee if security is needed for the event. *Commissioner Moody made a motion to accept the new fee schedule. The motion carries with a unanimous vote.* Isenhower will determine what the additional security costs should be.

TOWN OF SYLVA SUBDIVISION ORDINANCE: The public hearing for the subdivision ordinance is scheduled for the November 5th meeting.

STORMWATER MANAGEMENT PROPOSAL (APPALACHIAN ENVIRONMENTAL SERVICES): Mickey Henson of Appalachian Environmental Services readdressed the Board concerning the Stormwater Management Proposal they submitted to the Town. Appalachian Environmental will work to secure grants to repair the 200 or so pipes that are now inadequate. There would be no cost to the Town of Sylva. The Town would need to sign a contract stating they will allow Appalachian Environmental to secure the funding and repair the pipes. Ridenour stated since the project would cost more than \$300,000 the project would have to be bid out so he will

look into the matter further to see if the Town would be able to go into contract with Appalachian Environmental.

HORSES AT PINNACLE PARK (TIM JOHNSON – NCDENR): Tim Johnson of the State Trails Program stated they can offer the town Tech Assistance and Grant Funding for the trails in Pinnacle Park. Johnson stated the trails are not yet sustainable and recommends they only be used for hiking until necessary repairs are made to the trails. Johnson stated the Town could apply for Federal Grants up to \$75,000 with a 25% match and State Grants up to \$5,000 with no match needed. Commissioner Moody suggested the Town look into securing some of these grants to help with the repairs needed for the trails.

GREENWAYS (EMILY ELDERS): Emily Elders of the Jackson County Greenways Commission discussed the Greenways Master Plan that was adopted by the County Commissioners in August.

DIRECTIONAL SIGNAGE IN DOWNTOWN: The Planning Board recommended that the Town Board look into installing directional signage downtown and also installing informational kiosks in the Ritz Parking Lot and at the Bridge Park. The Board would like to see examples of the signs that would be used and the cost of the signs.

NCDOT BRIDGE INSPECTION CONTRACT: *Commissioner Moody made a motion to approve the contract. The motion carries with a unanimous vote.*

MUNICIPAL GRANT APPLICATION: The Board discussed a few ideas for the Municipal Grant Application that will be made to the County. Downtown restrooms, equipment for Bryson Park, Pinnacle Park trails, and directional signage for downtown were all discussed. *Commissioner Hensley made a motion to apply for downtown restrooms in the Municipal Grant Application. The motion carries with a unanimous vote.*

CLOSED SESSION: *Commissioner Moody made a motion to go into closed session pursuant to G.S. 143-318.11 (a) (3) to discuss an ABC Contract. The motion carries and the Board entered into closed session at 10:37 a.m.*

Commissioner Hensley made a motion to come out of closed session. The motion carries and the Board entered into regular session at 11:00 a.m.

RECESS: *Commissioner Hensley made a motion to recess the meeting. The motion carries and the meeting was recessed at 11:01 a.m. and will reconvene at 8:00 a.m. on October 16, 2009.*

Brenda A. Oliver
Mayor

Brandi H. King
Town Clerk