

*Town of Sylva*  
**CONSENT AGENDA**  
*October 12, 2023*

**1- APPROVE MINUTES:** September 14, 2023, **Regular Board Meeting**; September 28, 2023, **Regular Board Meeting**

**2- BUDGET AMENDMENTS:**

**# 9 Amended**

10-367-0400 Miscellaneous Grant	\$ 4,000 C
10-510-7103 PD GSH Foundation	4,000 D

**REF: On the 9/14/23 Consent Agenda this amendment was for \$5,000 for the Great Smokies Health Foundation Grant; however, the final approved budget by the GSH Foundation allowed for \$4,000.**

**#10**

24-399-0000 FC Non-Water Quality Fund Balance	\$ 14,500 C
24-420-3600 FC Maintenance	14,500 D

**REF: Accounting to reflect Board approved amendment from Non-Water Quality Fisher Creek Fund Balance to contract with Michael Baker International to perform a non-native invasive plant control study. Board approved on 9/14/23.**

**#11**

10-399-0000 GF Fund Balance Appropriation	\$ 30,000 C
10-420-0200 ADM Salary	21,600 D
10-420-0500 FICA	1,653 D
10-420-1900 Mileage/Hotel/Misc.	6,747 D

**REF: Accounting to reflect the approved budget for the interim manager's contract. Contract was Board approved on 9/14/23.**

**#12**

10-399-0000 Fund Balance Appropriation	\$ 3,500 C
10-510-4200 PD Equitable Sharing	3,500 D

**REF: To appropriate Equitable Sharing Funds into the Police Department Budget to cover k-9 training.**

**3- REPORTS:**

- 1-Business Registration ~ **September 2023**
- 2-Vehicle Tax Report as of **August 31, 2023**
- 3-Ad Valorem Tax Report as of **August 31, 2023**
- 4-Statement of Revenues, Expenditures, Changes in Fund Balance as of **August 31, 2023**

**Business Registration Permit Application  
September 2023**

<u>Date Submitted</u>	<u>Business Name</u>	<u>Business Location</u>	<u>Owner</u>
9/24/2023	Strickland Brothers 10 Minute Oil Change	415 E Main St	GTY Auto Service
9/24/2023	Strickland Brothers 10 Minute Oil Change	1585 E Main St	GTY Auto Service

\*\*These are change of owner for Snappy Lube locations.

JACKSON COUNTY ACTIVITY TOTALS REPORT  
 ACTIVITY FROM 8/1/23 THRU 8/31/23

Tax Year 2022	Levy	Penalty	Subtotal	Charges	Interest	Subtotal	Total
SGR Sylva Gross Receipts			0.00	593.39		593.39	593.39
<b>Totals For Year 2022</b>			<b>0.00</b>	<b>593.39</b>		<b>593.39</b>	<b>593.39</b>

Grand Totals	Levy	Penalty	Subtotal	Charges	Interest	Subtotal	Total
			0.00	593.39		593.39	593.39

Tax Summary  
as of August 31, 2023

(10-301-XX)	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	Total	Current Year	TOTALS
<b>Starting Balances</b>	54618.14	19247.75	14712.84	6778.87	5795.32	5182.1	2905.81	1924.22	1452.88	3,447.23	1,085.10	117,154.26	\$2,197,834.50	10-281-0000
July	-1498.16	-43.35										-2,038.13		-2,038.13
August	-1256.79	-328.37	-134.46	-101.49	-102.25	-102.25	-102.25	-101.74	-101.74	-101.74	-101.74	-2,534.82	-14,662.01	-17,196.83
September												0.00		0.00
October												0.00		0.00
November												0.00		0.00
December												0.00		0.00
January												0.00		0.00
February												0.00		0.00
March												0.00		0.00
April												0.00		0.00
May												0.00		0.00
June												0.00		0.00
July - June Totals	-2754.95	-631.08	-371.72	-101.49	-102.25	-102.25	-102.25	-101.74	-101.74	-101.74	-101.74	-4,572.95	-14,662.01	-19,234.96
Releases												0.00		0.00
Add to Original Levy												0.00		0.00
Under Appeal												0.00		0.00
Bankruptcy												0.00		0.00
Refund/Adj												0.00		0.00
Subtotals	-2,754.95	-631.08	-371.72	-101.49	-102.25	-102.25	-102.25	-101.74	-101.74	-101.74	-101.74	-4,572.95	-14,662.01	-19,234.96
EOY Adjustment														
(10-110-XX) Balance	\$51,863.19	\$18,616.67	\$14,341.12	\$6,677.38	\$5,697.07	\$5,079.85	\$2,803.56	\$1,822.48	\$1,351.14	\$3,345.49	\$983.36	112,581.31	\$2,183,172.49	\$2,295,753.80
Interest														
July	105.39	37.1	0.33									142.82		142.82
August	50.45	192.96	39.68	33.19	41.97	51.09	60.21	68.90	78.02	87.14	96.26	799.87		799.87
September														
October														
November														
December														
January														
February														
March														
April														
May														
June														
Interest Collected		\$230.06	\$40.01	\$33.19	\$41.97	\$51.09	\$60.21	\$68.90	\$78.02	\$87.14	\$96.26	\$942.69	\$0.00	\$942.69
Submitted by: Amanda Murajda, Tax Collector													Collection Rate	0.6671%

Top 10 Delinquent Accounts (2022 & prior)

Name	Balance 8/31/2023
Angela George	\$ 14,842.85
Joe Wilson	\$ 5,322.68
Dorothy Worley	\$ 4,699.90
Marjorie Herbert Smith	\$ 3,711.35
5 Grindstaff Cove (Nantahala Brewing)	\$ 3,674.84
David George Howell	\$ 3,493.57
Teena Marie Woodard	\$ 3,479.61
Joyce Straton	\$ 3,375.75
Virginia Beck	\$ 2,968.64
Acien Realty LLC	\$ 2,885.07

**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**8/31/2023**

	General Fund				2022-2023 Budget Balance	Actual to Budget Percent	Statement Period 2	Variance
	2022-2023	Previously	2022-2023	Current				
	Budgeted	Reported	YTD Actual	Month				
<b>Revenues:</b>								
Ad valorem taxes	\$ 2,318,925	\$ 12,867.79	\$ 38,965.46	\$ 26,097.67	\$ 2,279,959.54	1.68%	16.67%	-14.99% *
Other taxes and licenses	\$ 6,200	1,245.00	4,075.00	\$ 2,830.00	\$ 2,125.00	65.73%	16.67%	49.06%
Unrestricted intergovernmental	\$ 2,847,272	278,739.96	467,674.30	\$ 188,934.34	\$ 2,379,597.70	16.43%	16.67%	-0.24% *
Permits and Fees	\$ 18,000	1,411.20	2,878.81	\$ 1,467.61	\$ 15,121.19	15.99%	16.67%	-0.67% *
Restricted intergovernmental	\$ 147,485	-	20,596.19	\$ 20,596.19	\$ 126,888.81	13.96%	16.67%	-2.70% *
Investment earnings	\$ 68,590	22,612.16	45,499.70	\$ 22,887.54	\$ 23,090.30	66.34%	16.67%	49.67%
Other revenues	\$ 35,782	2,589.60	6,122.41	\$ 3,532.81	\$ 29,659.59	17.11%	16.67%	0.44% *
<b>Total revenues</b>	<b>\$ 5,442,254</b>	<b>319,465.71</b>	<b>585,811.87</b>	<b>266,346.16</b>	<b>\$ 4,856,442.13</b>	<b>10.76%</b>	<b>16.67%</b>	<b>-5.90%</b>
<b>Expenditures:</b>								
<b>General Government</b>	\$ 979,966	133,979.49	258,757.52	124,778.03	721,208.48	26.40%	16.67%	-9.74% **
Salaries & Benefits	\$ 403,525	28,622.07	73,084.12	44,462.05				
Capital outlay	\$ 26,000	-	26,000.00	26,000.00				
All other expenditures	\$ 550,441	105,357.42	159,673.40	54,315.98				
<b>Public Safety</b>	\$ 3,260,942	334,407.55	595,038.81	260,631.26	2,665,903.19	18.25%	16.67%	-1.58% ***
Salaries & Benefits	\$ 1,813,587	121,091.20	297,160.73	176,069.53				
Capital outlay	\$ 127,993	45,822.39	45,822.39	-				
All other expenditures	\$ 1,319,362	28,773.70	28,773.70	84,561.73				
<b>Culture and Recreation</b>	\$ 111,090	7,233.23	16,840.27	9,607.04	94,249.73	15.16%	16.67%	1.51%
Salaries & Benefits	\$ 31,990	1,771.39	1,771.39	1,771.39				
Capital outlay	\$ 7,000	-	-	-				
All other expenditures	\$ 72,100	5,461.84	15,068.88	7,835.65				
<b>Transportation</b>	\$ 831,751	81,568.09	191,125.26	109,557.17	640,625.74	22.98%	16.67%	-6.31% ***
Salaries & Benefits	\$ 350,246	24,992.59	53,975.24	43,920.05				
Capital outlay	\$ 122,284	10,055.19	10,055.19	10,055.19				
All other expenditures	\$ 359,221	46,520.31	127,094.83	55,581.93				
<b>Economic and Physical Development</b>	\$ -	-	-	-	-	0.00%	0.00%	0.00%
Salaries & Benefits	\$ -	-	-	-				
Capital outlay	\$ -	-	-	-				
All other expenditures	\$ -	-	-	-				
<b>Environmental Protection</b>	\$ 209,581	21,809.12	41,343.09	19,533.97	168,237.91	19.73%	16.67%	-3.06% ****
Salaries & Benefits	\$ 92,154	6,642.65	20,568.59	5,402.12				
Capital outlay	\$ -	-	-	-				
All other expenditures	\$ 117,427	15,166.47	20,774.50	14,131.85				
<b>Total expenditures</b>	<b>\$ 5,393,330</b>	<b>578,997.48</b>	<b>1,103,104.95</b>	<b>524,107.47</b>	<b>4,290,225.05</b>	<b>20.45%</b>	<b>16.67%</b>	<b>-3.79%</b>
<b>Revenues over expenditures</b>	<b>\$ 48,924</b>	<b>(259,531.77)</b>	<b>(517,293.08)</b>	<b>(257,761.31)</b>	<b>566,217.08</b>	<b>10.50%</b>		
<b>Other financing sources (uses):</b>								
Transfers in	\$ 423,085	-	-	-	-			
Appropriated fund balance	\$ 23,500	-	-	-				
PB Appropriated fund balance	\$ 35,000	-	-	-				
Fund Balance rollover	\$ 33,307	-	-	-				
Contributed Capital	\$ -	-	-	-				
Sale of Assets	\$ 20,000	-	3,400.00	-				
Loan Proceeds	\$ -	-	-	-				
	\$ 534,892	-	3,400.00	-				
Transfers to other funds:								
Contributed to GF fund balance	\$ -	-	-	-				
Transfers out	\$ 548,085	-	-	-				
Transfer to Capital Reserve	\$ 35,731	-	-	-				
	\$ 583,816	-	-	-				
<b>Total other financing sources (uses)</b>	<b>\$ (48,924)</b>	<b>-</b>	<b>3,400.00</b>	<b>-</b>	<b>-</b>			
<b>Revenues and other sources over expenditures and other uses</b>	<b>\$ -</b>	<b>(259,531.77)</b>	<b>(513,893.08)</b>	<b>(257,761.31)</b>	<b>566,217.08</b>			

**Analysis:**

* Timing of Revenues
** Postage
*** Capital Outlay
**** Liability Insurance/WC



# TOWN OF SYLVA BOARD OF COMMISSIONERS REGULAR MEETING

Thursday, September 14, 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  
Ben Guiney, Commissioner  
Greg McPherson, Commissioner  
David Nestler, Mayor  
Natalie Newman, Commissioner

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

**ABSENT:** Brad Waldrop, Commissioner

### CALL TO ORDER

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

**STAFF PRESENT:** Chris Hatton (Police Chief) and Jake Scott (Public Works Director).

**VISITORS:** Luther Jones, Shannon Queen, Rachel Huffman and Mardy Ashe.

### APPROVAL OF AGENDA

Commissioner Guiney made a motion to add a discussion on the Pinnacle Park Invasive and Exotic Plant Removal Contract. The motion carried with a unanimous vote. Commissioner Newman made a motion to amend the agenda and add an item to announce a meet-and-greet of candidates for the upcoming election. The motion carried with a unanimous vote. Commissioner Guiney made a motion to approve the agenda as amended. 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

Luther Jones addressed the board and advised them that NCDOT was making updates to the Highway 107 construction plans. He also discussed graffiti that has appeared in several locations in town and suggested using artists like this to make a public graffiti wall.

### MAYOR'S REPORT

Mayor Nestler reminded everyone of the Pinnacle Park survey now accepting responses. The Pinnacle Park recreational needs survey is open until October 18<sup>th</sup>. The survey can be found on our website.

### COMMISSIONER'S REPORT

Commissioner Gelbaugh questioned the lack of updates for the Highway 107 project and what the Town is doing to mitigate location issues. She would like updates on the project from NCDOT. Commissioner Guiney attended a training burn with the Sylva Fire Department. He also thanked all who helped with the 3<sup>rd</sup> Sylva Pride event. Commissioner McPherson also thanked all who helped with Sylva Pride.

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

- There is still a Maintenance Technician position open in Public Works.
- This contract is scheduled to come before the Board October 12<sup>th</sup> for approval. We hope to be under construction mid-November.
- I attended the Western North Carolina Managers' Association meeting Friday in Cullowhee. It was great to host the city and county managers from the western part of the state in Jackson County.
- Our audit fieldwork was completed last week.

- Jake Scott gave a project update:
  - Allen Street: Walls are complete and grading will continue. The Bryson Park wall will begin shortly. Stormwater and sewer installation will begin in the near future. The project is currently on schedule.
  - Downtown bathroom: This project is currently out for bid. A pre-bid meeting will be held on September 18<sup>th</sup> and is required for all who wish to bid. The bid opening will be October 10<sup>th</sup> and the plan is to be under contract by October 20<sup>th</sup>.
  - Bridge Park Green Infrastructure: Equinox is finalizing the bid package for Bridge Park. The bid ad will be issued September 22<sup>nd</sup> and will be opened October 26<sup>th</sup>. ARF is removing their building and facilities now. This project will begin following the pottery festival in November.

**PLANNING BOARD REPORT:** Manager Dowling reported that the Planning Board reviewed the lighting ordinance. The September meeting will need to be moved to October 2, 2023.

#### **NEW BUSINESS**

**PROCLAMATION FOR CONSTITUTION WEEK:** Mardy Ashe addressed the board and gave a history of the Constitution. She requested the Town adopt a proclamation declaring September 17-23, 2023, Constitution Week. This request is made on behalf of the local DAR chapter. *Commissioner Gelbaugh made a motion to approve the proclamation. The motion carried with a unanimous vote.*

**NC GOVERNOR'S HIGHWAY SAFETY PROGRAM—LOCAL GOVERNMENT GRANT:** Shannon Queen explained that the Governor's Highway Safety Grant for the current year is now accepting applications. This will be a \$30,000 grant for FY 2023-2024. The Town can apply for the grant for traffic-related expenses. For FY 2022-2023, the Town received \$25,000 from the same grant. *Commissioner Guiney made a motion to approve the NC Governor's Highway Safety Program agreement of conditions and contract for federal funding for traffic safety in the amount of \$30,000 and approve the resolution authorizing Shannon Queen to file on behalf of the Town of Sylva, the application contract. The motion carried with a unanimous vote.*

**SAFE HAVEN BOX DISCUSSION:** Commissioner Newman introduced Rachel Huffman, an advocate for Safe Haven Boxes. Rachel Huffman addressed the board about the possibility of installing a safe haven box in the city limits of Sylva. She explained that safe haven boxes give mothers in crisis a safe place to leave a newborn if the mother is unable to care for the child. She added that there is a need for confidential women's care in Western North Carolina. She encouraged the board to research the idea of adding a safe haven box in the city limits. This would require a town ordinance allowing the safe haven box. As of current, the State of North Carolina does not have regulations allowing such. *No action was taken.*

#### **RESOLUTION OF INTENT: ORDINANCE AMENDMENT SECTION 36: TRAFFIC:**

This Resolution of Intent is for the Board to consider amending Sec. 36-10 and 36-11 following a public hearing October 12<sup>th</sup>.

- The proposed amendment to 36-10 clarifies that persons cannot ride roller skates and coasters on roads in the section title. Skateboards are also added in case it was not clear already as a roller skate or coaster.
- The proposed amendment to 36-11 clarifies the section is for sidewalks. Motorcycles are replaced with wheeled conveyances in the title. This amendment adds that skateboards, roller skates, and wheeled conveyances cannot be used on sidewalks. In the current ordinance, bicycles are only allowed on the sidewalk on NC 107, but the proposed amendment clarifies that bicycles are allowed on the 107 sidewalk until a bike lane is erected.

After discussion, the Town Board was of the consensus to take no action.

#### **EVENT STREET CLOSURE RESOLUTIONS:**

- (A) **EVENT RESOLUTION—TREAT STREET:** A request has been made by the Main Street Sylva Association to close Main Street for the purpose of having a "Treat Street" festival for Halloween on October 31, 2023.
- (B) **EVENT RESOLUTION—WCU HOMECOMING PARADE:** A request has been made by Western Carolina University to close Main Street for the purpose of having a homecoming parade on October 27, 2023.
- (C) **PARADE RESOLUTION—VETERAN' DAY PARADE:** A request has been made by the Jackson County Veterans office to close Main Street for the purpose of having a parade on November 11, 2023

- (D) PARADE RESOLUTION—CHRISTMAS PARADE:** A request has been made by the Main Street Sylva Association to close Main Street for the purpose of having a Christmas parade on December 3, 2023.
- (E) EVENT RESOLUTION—GREENING UP THE MOUNTAINS:** A request has been made by the Main Street Sylva Association to close Main Street for the purpose of having the Greening Up the Mountains festival on April 27, 2024.
- (F) EVENT RESOLUTION—INDEPENDENCE DAY CELEBRATION:** A request has been made by the Main Street Sylva Association to close certain streets in the Downtown area for the purpose of having an Independence Day celebration on July 4, 2024.

*Commissioner Newman made a motion to approve all of the event street closure resolutions. The motion carried with a unanimous vote.*

**RESCHEDULE SEPTEMBER PLANNING BOARD MEETING TO OCTOBER 2, 2023, 5:00 P.M.:** *Commissioner Newman made a motion to reschedule the September Planning Board meeting to October 2, 2023 at 5:00 P.M. The motion carried with a unanimous vote.*

**PINNACLE PARK—CONTRACT FOR INVASIVE AND EXOTIC SPECIES REMOVAL:** The Pinnacle Park Foundation received 2 bids for the invasive species removal contract. The recommendation was for a contract in the amount of \$14,500 with Michael Baker International out of Asheville. The board will need to approve a budget amendment to move the amount from the non-water quality funds of the Fisher Creek fund to the maintenance line of the Fisher Creek budget. *Commissioner McPherson made a motion to approve the budget amendment to move \$14,500 from Fisher Creek non-water quality funds to the maintenance line of the Fisher Creek budget. The motion carried with a unanimous vote.*

**SCHEDULE MEET-AND-GREET:** There will be a candidate meet-and-greet for the upcoming election held by Commissioners Guiney, McPherson, Newman and Waldrop on October 26, 2023, 6:00-8:00 p.m. at Innovation of Sylva. The purpose of the schedule is to announce the possibility of a quorum of the Board of Commissioners present. *Commissioner Newman made a motion to schedule the meet-and-greet. The motion carried with a unanimous vote.*

**CLOSED SESSION:** *Commissioner Gelbaugh made a motion to enter closed session pursuant to NCGS. 143-318-11(a)(3) to consult with the town attorney and (5) for contract purposes at 6:46 p.m. The motion carried with a unanimous vote.*

*Commissioner McPherson made a motion to come out of closed session. The motion carried with a unanimous vote and the Board entered into regular session at 7:12 p.m. No action was taken during closed session.*

**AMEND AGENDA:** *Commissioner McPherson made a motion to add an item for approval of an interim manager's contract and an item for approval of amendments to the Town Manager's contract. The motion carried with a unanimous vote.*

**APPROVAL OF INTERIM MANAGER CONTRACT:** *Commissioner McPherson made a motion to appropriate \$30,000 from fund balance and approve the Interim Manager's contract. The motion carried with a unanimous vote.*

**APPROVAL OF AMENDMENTS TO TOWN MANAGER CONTRACT:** *Commissioner McPherson made a motion to approve amendments to the Town Manager's contract. The motion carried with a unanimous vote.*

**ADJOURNMENT:** *Commissioner Guiney made a motion to adjourn the meeting at 7:16 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





# TOWN OF SYLVA BOARD OF COMMISSIONERS MEETING

Thursday, September 28, 2023 at 9:00 AM  
Board Room, 83 Allen Street Sylva, North Carolina

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## MINUTES

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**PRESENT:** Mary Gelbaugh, Mayor Pro-Tem  
Ben Guiney, Commissioner  
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:**

### CALL TO ORDER

*Mayor Nestler called the meeting to order at 9:00 a.m.*

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

**VISITORS:** Luther Jones, Marie Cochran and Faustine McDonald.

### APPROVAL OF AGENDA

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

### PUBLIC COMMENTS

None.

### MAYOR'S REPORT

None.

### COMMISSIONER'S REPORT

Commissioner Guiney reported that he attended the Outdoor Economy Conference. He also thanked the Sylva Fire Department for their work on a recent fire at a building owned by the hospital. Guiney thanked Jake Scott for being proactive and putting out notice that Keener Street would be closed for repair. Commissioner McPherson noted that the new WCU flags on Main Street looked great. He attended a HERE meeting recently and reiterated the importance of working with homelessness. Commissioner Newman asked the board for thoughts on installing a plaque in memory of Dan Schaeffer at Bridge Park. Manager Dowling suggested a plaque to match those already in place. The board was of the consensus to have a plaque installed.

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

- Employment Update: John Crisco was hired to fill the Maintenance Technician position in Public Works. Also, Officer Cody Ruckart will be transferring to a job with the Haywood County Sheriff's Office.
- Richard Hicks (Interim Manager) will visit Sylva on October 10<sup>th</sup>.
- The public restroom bid opening is October 10<sup>th</sup>. The Board will need to approve an amended project ordinance on October 12<sup>th</sup> along with a resolution authorizing the contract.
- The Bridge Park Expansion Project bid advertisement is out. The bid opening will be Oct. 25<sup>th</sup>. The board will need to approve the contract Nov. 12<sup>th</sup>.
- The new Skyland Drive sidewalk completion date is March 23, 2024.
- An update from NCDOT on the R-5600/NC 107 project update has been requested.

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

- Scott gave an update on Allen Street repairs.
- Downtown restroom bid questions are complete; there were 4 bidders at meeting at the pre-bid meeting.
- Working with Equinox on Pinnacle Park master plan.
- Pre-bid meeting for Bridge Park project will be October 6<sup>th</sup>.
- NCDOT is conducting bridge inspections on Allen Street and Harold Street.
- Selected contractor for invasive removal and waiting on approval from the NC Division of Land and Water.
- Traffic striping will be next week.

**POLICE DEPARTMENT REPORT:** None.

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

- Training burns will continue on 10/2/2023.
- 1047 calls so far for 2023 which is up 20% from this time last year.
- Increase in Narcan use in the last month.
- The fire department had a 4-minute response time to a call for a fire on Eastgate Drive.

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

- Outdoor economy conference was a good success.
- Jennifer Kathy from the Mainstreet Historic Preservation Office visited 2 properties on Main Street who will potentially apply for historic tax credits.
- The Main Street team, along with the Chamber of Commerce and TDA has helped 19 businesses relocate as a result of the NC Highway 107 project. 15 of those have remained in the city limits of Sylva.

**TWSA BOARD REPORT:** None.

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

- Invasive removal contract work will get underway soon.
- A public input session will be held at the Library Community Room on Oct. 23<sup>rd</sup> for the public to give input on wishes for Pinnacle Park.

**NEW BUSINESS**

**PUBLIC ART PROPOSAL—AFFRILACHIAN ARTIST PROJECT:** Marie Cochran and Faustine McDonald addressed the board about an art proposal to install a figurative sculpture to honor the life and legacy of Victoria Casey-McDonald. Victoria Casey-McDonald was born and raised in Jackson County. She was a grassroots oral historian and that made her a regional treasure for the black community.

**REQUEST FROM WATR—LETTER OF SUPPORT FOR WATER QUALITY MANAGEMENT PLANNING GRANT FUNDING:** WATR is requesting the Board provide a support letter for a water quality management planning grant the Southwestern Commission is helping them apply for. Commissioner McPherson extended sincere thanks to Ken Brown for working with WATR on water quality. *Commissioner McPherson made a motion to approve the letter of support. The motion carried with a unanimous vote.*

**SCHEDULE A BOARD OF ADJUSTMENT MEETING—OCTOBER 12, 2023:** Manager Dowling explained that the Town had received a request for a variance for property on Keener Street that would require a Board of Adjustment meeting. *Commissioner Newman made a motion to schedule the Board of Adjustment meeting on October 12, 2023. The motion carried with a unanimous vote.*

**ADJOURNMENT:** *Commissioner Guiney made a motion to adjourn the meeting at 10:01 a.m. The motion carried with a unanimous vote.*

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David Nestler  
Mayor

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Amanda W. Murajda  
Town Clerk