Town of Woodfin
Town Council Meeting

Tuesday, July 21, 2026
5:00 pm

ACTION MEETING MINUTES

Council Members Present
Mayor Jim McAllister
Council Member Philip Cohen
Council Member Max "Chip" Parton
Vice Mayor Elisabeth Ervin
Council Member Ken Kahn

Council Members Absent
Council Member Dan Bowers
Council Member Johanna Young

Town Staff Present
Shannon Tuch, Town Manager
John Henning, Town Attorney
Ricky Hurley, Planning Director
Adrienne Isenhower, Projects & Facilities Director
Sheri Powers, Finance & Budget Director
Jacqui Boykin, Police Chief
Gena Powers, Town Clerk / PIO

The meeting video can be seen in its entirety on the Town of Woodfin YouTube Channel at:
https://youtube.com/live/HfHr2PpTePY?feature=share

Mayor McAllister called the meeting to order at 5:00 pm.

A. Approval of the Agenda
Council Member Parton made a motion to approve the agenda. Vice Mayor Ervin seconded the motion which passed unanimously, 4-0.

B. Consent Agenda (0:44)
1. Approval of the June 16, 2026, regular and closed session meeting minutes.
2. Approval of the June 8, 2026, Excellence in Governance Meeting minutes.
3. Approval of the June 30, 2026, special called meeting minutes.
4. Approval of the tax collection report for the period ending May 2026
5. Approval of Resolution 2026-07 approving an interlocal agreement between the Town of Woodfin and Buncombe County regarding roles and responsibilities for the Highway 251 (Riverside Dr.) and Beaverdam Creek Greenways, located in the Town of Woodfin.

Vice Mayor Ervin made a motion to approve the Consent Agenda. Council Member Kahn seconded the motion, which passed unanimously, 4-0.

C. Public Comment (4:10)– The public is invited to attend this meeting in person or view this meeting on YouTube Live: https://www.youtube.com/live/mW1GYyGFBFc?si=CSgchOZx28g4XwQW . All documents related to agenda items not published on the website may be viewed in advance of the meetings in person at Town Hall, 90 Elk Mountain Rd, Woodfin.

There was no public comment.

Citizens may address the Board concerning various topics after being recognized by the mayor and are limited to 3 (three) minutes speaking time.

D. Presentations & Reports (04:16)

1. Salvation Army Presentation – Captain Sherrie Stokes & Phillip Stokes, Salvation Army Corps Officers
2. Town Manager Report – Shannon Tuch, Town Manager
3. Woodfin Police Department Presentation, Jacqui Boykin, Police Chief

E. New Business (1:09:55)

1. Appointments to Parks and Community Enrichment committee. -Woodfin Town Council

Town Council held interviews for the open positions on the PACE Committee. Debra Giezentanner was interviewed first, followed by Jason Morgan, and lastly Alexandria Reo. Town Council Members took turns asking each candidate the following questions:

1. Can you tell us a little about yourself? How long have you lived in Woodfin & what motivated you to apply for a position on the Parks and Community Enrichment committee?
2. As the parks and amenities in Woodfin increase in scope and interest, how do you plan to balance the enjoyment of residents, as well as impacts to quality of life, with future external economic and tourism interests, as they arise.
3. What do you see as the biggest strengths and biggest gaps in Woodfin's community amenities?
4. Taylor's Wave is almost finished, and the rest of Riverside Park opens next spring. Looking ahead 2–3 years, what should be top of mind as these new facilities get up and running?
5. Advisory boards often deal with competing interests — for example, pickleball advocates wanting more court space versus residents wanting quiet green space. How would you approach balancing competing community needs?
6. If appointed, what would you consider a successful first year on this board?

Vice Mayor Ervin made a motion to approve the appointment of all three candidates: Debra Giezentanner, Jason Morgan, and Alexandria Reo to the Parks and Community Enrichment (PACE) Committee. Council Member Cohen seconded the motion, which passed unanimously, 4-0.

2. Discussion regarding council member representation on community boards – John Henning, Town Attorney

Town Attorney Henning spoke to council on and answered any questions council had regarding **NC State Statute §14-234.3. Local public officials participating in contracts benefiting nonprofits with which associated.**

(a) No public official shall knowingly participate in making or administering a contract, including the award of money in the form of a grant, loan, or other appropriation, with any nonprofit with which that public official is associated. The public official shall record his or her recusal with the clerk to the board, and once recorded, the political subdivision of this State may enter into or administer the contract.

(b) Anyone knowingly violating this section shall be guilty of a Class 1 misdemeanor. The exceptions listed in G.S. 14-234(b) and (d1) through (d5) shall apply to this section.

(c) A contract entered into in violation of this section is void. A contract that is void under this section may continue in effect until an alternative can be arranged when (i) an immediate termination would result in harm to the public health or welfare and (ii) the continuation is approved as provided in this subsection. A political subdivision of this State that is a party to the contract may request approval from the chair of the Local Government Commission to continue contracts under this subsection.

(d) For purposes of this section, the following definitions shall apply:

(1) Nonprofit with which that public official is associated. - A nonprofit corporation, organization, or association, incorporated or otherwise, that is organized or operating in the State primarily for religious, charitable, scientific, literary, public health and safety, or educational purposes and of which the public official is a director,

officer, or governing board member, excluding any board, entity, or other organization created by this State or by any political subdivision of this State.
(2) Participate in making or administering a contract. - Any of the following actions by a public official:
a. Deliberating or voting on the contract.
b. Attempting to influence any other person who is deliberating or voting on the contract.
c. Soliciting or receiving any gift, favor, reward, service, or promise of reward, including a promise of future employment, in exchange for recommending, influencing, or attempting to influence the award of a contract by the political subdivision of the State with the not-for-profit with which that public official is associated.
(3) Public official. - Any individual who is elected or appointed to serve on a governing board of a political subdivision of this State. The term shall not include an employee or independent contractor of that political subdivision of this State. (2021-191, s. 4(a).

3. Approval of commercial property lease for 304-305 Stone Ridge Blvd. -Shannon Tuch, Town Manager

Council Member Cohen made a motion to authorize the town manager to enter into a lease agreement with Powers Development Group, LLC for the office space located at 304 and 305 Stone Ridge Blvd. based on the terms provided in the attached lease agreement and beginning August 1, 2026. Council Member Kahn seconded the motion, which passed unanimously, 4-0.

Vice Mayor Ervin made a motion to approve Budget Amendment Ordinance No. 2026-09, appropriating funds for the Stone Ridge office lease and related expenses. Council Member Parton seconded the motion, which passed unanimously, 4-0.

4. Discussion regarding the Town of Woodfin Community Partner Grant Program – Shannon Tuch, Town Manager

Council Member Parton made a motion to approve the following community partner grants based on the FY2027 budget appropriation: $50,000 to ABCCM for emergency assistance, $8,500 to New Bridge Baptist Church for community market essentials, and $25,000 to Habitat for Humanity for home repair. Vice Mayor Ervin the motion, which passed unanimously, 4-0.

F. <u>Adjournment-</u>

Vice Mayor Ervin made a motion to adjourn the meeting. Council Member Cohen seconded the motion, which passed unanimously, 4-0.

Mayor McAllister adjourned the meeting at 7:10 pm.

TOWN OF WOODFIN
INCORPORATED
JUNE 1971
NORTH CAROLINA

James C. McAllister/Mayor

Attest: Gena Powers
Gena Powers/Town Clerk