Town of Woodfin
Town Council Meeting

Tuesday, December 16, 2025
5:00 pm

ACTION MEETING MINUTES

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

Council Members Absent

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

The meeting video can be seen in its entirety at:
https://www.youtube.com/live/DhBsghupozs?si=PNvkmJRjGc1RSzDV

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

A. **Approval of the Agenda**
Vice Mayor Ervin made a motion to approve the agenda. Council Member Kahn seconded the motion which passed unanimously, 6-0.

B. **Organizational Discussion (1:00)**
1. Selection of the Vice Mayor.

Council Member Young made a motion that Elisabeth Ervin continue in her role as Vice Mayor. Council Member Kahn seconded the motion which passed with a unanimous roll call vote, 6-0.

2. Review Committee Appointments. -Shannon Tuch, Town Manager

Manager Tuch reviewed any changes to board and committee assignments.

C. **Consent Agenda (5:04)**
1. Approval of the November 18, 2025, regular and closed session meeting minutes.
2. Approval of the tax collection report for the period ending October 2025.
3. Reappointment of Jerry VeHaun to the Metropolitan Sewerage District board.
4. Approval of the 2026 Town Council meeting schedule.

Vice Mayor Ervin made a motion to approve the Consent Agenda. Council Member Cohen seconded the motion, which passed unanimously, 6-0.

D. **Public Comment (5:10)– 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.

Alina Nunez of 81 Lookout Road spoke regarding properties next to her property that need code enforcement, asking council to take code enforcement seriously.

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

E. Presentations & Reports (6:40)

1. 2026 Buncombe County Reappraisal Process Presentation – Eric Cregger, Buncombe County Tax Assessor
2. Town Manager Report – Shannon Tuch, Town Manager

F. New Business (41:10)

1. Public Hearing-Consideration of Ordinance 2025-25 Approval of the Buncombe County Helene Recovery Plan. -Shannon Tuch, Town Manager

Mayor McAllister opened the public hearing at 5:49 pm.

Ken Brame spoke asking Town Council to approve the Buncombe County Helene Recovery Plan.

Mayor McAllister closed the public hearing at 5:50 pm.

Council Member Kahn made a motion to approve the proposed plan, known as **Helene Recovery Plan**, and find that it is reasonable, is in the public interest, is consistent with town adopted goals and plans, and meets development and other needs of the community in that the request: 1. Uses the Future Land Use Map to guide development decisions and protect existing affordable housing through regulatory or other tools (1.1.1, 1.2.2). 2. Encourages green and healthy working spaces that use renewable energy, walkable design, and green infrastructure (3.3.2). 3. Incorporates climate resilience and green building practices into town facilities and operations and coordinate with neighboring jurisdictions on decisions of local significance for more effective and efficient services (4.1.4, 4.3.1). 4.Makes government decision-making accessible and transparent to all residents while updating development standards to minimize risk from new development (4.4.3, 5.4.2). 5. Supports collaboration with Asheville and Buncombe County on climate action and resiliency planning (5.3.4). 6. Protects floodplains, wetlands, wildlife habitat, and other environmentally valuable and sensitive areas by updating development standards to minimize the risk from new development and educating the public on risks and actions needed to protect themselves (5.1.1, 5.4.1, 5.4.2). Vice Mayor Ervin seconded the motion, which passed unanimously, 6-0.

2. Community Partnership Task Force update. – Mayor McAllister & Council Member Cohen

3. Discussion regarding extending current lease for 23 Community Road. -Shannon Tuch, Town Manager & Cara Brackens, Director Friends Montessori School.

Vice Mayor Ervin made a motion to direct the town manager and town attorney to execute a revision to the lease for the property located at 23 Community Rd. with the Friends Montessori School that:

1) Extends the lease for one additional year, expiring June 30, 2028, and
2) Changes the rent from $2,000 per month to $2,100 per month, beginning July 1, 2027.

Council Member Kahn seconded the motion, which passed unanimously,6-0.

Vice Mayor Ervin made a motion to adjourn into closed session consistent with North Carolina General Statute. Council Member Kahn seconded the motion, which passed unanimously, 6-0.

4. **Executive Session – The Town Council may adjourn to private chambers to discuss legal, personnel, contractual or similar matters protected by the NCGS §143-318.11(a) including subsections:**

(1) to prevent the disclosure of information that is privileged or confidential, pursuant to NCGS 160A-168, and
(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body.

5. **Adjournment-**

Vice Mayor Ervin made a motion to adjourn the meeting. Council Member Kahn seconded the motion, which passed unanimously,6-0.

Mayor McAllister adjourned the meeting at 6:42 pm.

TOWN OF WOODFIN
INCORPORATED
JUNE 1971
NORTH CAROLINA

James C. McAllister/Mayor

Attest: Gena Powers
Gena Powers/Town Clerk