Town of Woodfin
Town Council Meeting

Tuesday, August 18, 2026
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
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 at:
https://www.youtube.com/live/KDpPaqNN9NM?si=xBLadtaxZZoDUPUd

Mayor McAllister called the meeting to order at 5:02 pm.

A. Approval of the Agenda
Council Member Parton made a motion to approve the agenda, adding a Proclamation honoring Jim Angel for distinguished service to the Woodfin Community, and adding #5 under new business, a discussion regarding forming a task force to discuss the future of the Craggy Correctional Center and surrounding property located at 22 Canoe Lane in Woodfin. Council Member Kahn seconded the motion which passed unanimously, 6-0

B. Proclamation-(1:41)
1. Prelamination Honoring Jim Angel for Distinguished Service to the Woodfin Community

C. Consent Agenda (4:52)
1. Approval of July 21, 2026, regular session meeting minutes.
2. Approval of the tax collection report for the period ending June 2026.
3. Approval of Ordinance 2026-10 amending the adopted FY 2027 General Fund and the Stormwater Utility Fund budgets.
4. Approval of the Annual Property Tax Settlement for Fiscal Year 2026 and Order of Collection to the Tax Collector.
5. Approval of Updated Town Council Meeting Schedule, cancelling the August 31, 2026, work session.
6. Consideration of Resolution No. 2026-08 supporting the Woodfin-Weaverville greenway feasibility study.

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

D. Public Comment (5:35)– 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.

E. Presentations & Reports (05:39)

1. Woodfin Water Authority Annual Update – Seth Eckard, WWA Executive Director
2. Annual Planning and Facilities Update-Ricky Hurley, Planning Director & Adrienne Isenhower, Projects & Facilities Director
3. Town Manager Report – Shannon Tuch, Town Manager

Mayor McAllister recognized Mr. Dennis Littrell of 11 Green Oak Road to address the board as he missed the public comment section of the meeting. He addressed the town council regarding the Woodfin Code of Ordinances Sections 6-16 and 6-24, that pertain to animal neglect and abuse. **(01:24:02)**

F. New Business (1:32:07)

1. Approval of new town seal-*Communication Subcommittee*

Council Member Kahn made a motion to approve the new town seal and authorize Jess Averette to proceed with completing the visual identity kit; and giving the communication subcommittee final approval on behalf of the council. Vice Mayor Ervin seconded the motion, which passed unanimously, 6-0.

2. Approval of Communications Plan-Communications Subcommittee

Council Member Kahn made a motion to approve the Communication Plan as presented and authorize the staff to begin implementation. Council Member Parton seconded the motion, which passed unanimously, 6-0.

3. Approval of Traffic Calming Policy- Adrienne Isenhower, Projects & Facilities Director

Vice Mayor Ervin made a motion to approve the Traffic Calming Policy, with 100% town funding when 36% or more of vehicles exceed the posted speed limit by more than 10 mph. Council Member Kahn seconded the motion, which passed unanimously, 6-0.

4. Discussion on forming a Boards & Committees council subcommittee-Mayor McAllister

A majority of Town Council agreed to keep the process of interviewing board and committee members as is, with the Town Council interviewing potential members at town council meetings.

5. Discussion regarding forming a task force to discuss the future of the Craggy Correctional Center and surrounding property located at 22 Canoe Lane in Woodfin.

Council Member Kahn made a motion to approve forming an ad hoc Craggy Peninsula subcommittee with Chip Parton as chair, Johanna Young, Dan Bowers, and Ken Kahn as members and Shannon Tuch as our liaison; to act in an advisory capacity to our Town council. Vice Mayor Ervin 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 Bowers seconded the motion, which passed unanimously, 6-0.

G. **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) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

H. **Adjournment-**

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

Mayor McAllister adjourned the meeting at 8:03 pm.

TOWN OF WOODFIN
INCORPORATED
JUNE 1971
NORTH CAROLINA

James C. McAllister/Mayor

Attest: Gena Powers
Gena Powers/Town Clerk