Town of Woodfin
Town Council Meeting

Tuesday, July 16, 2024
5:00 pm

ACTION MEETING MINUTES

Council Members Present
Mayor Jim McAllister
Council Member Philip Cohen
Council Member Ken Kahn
Vice Mayor Elisabeth Ervin
Council Member Eric Edgerton
Council Member Hazel Thornton

Council Members Absent
Council Member Johanna Young

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

The meeting video can be seen in its entirety at:
https://www.youtube.com/live/79WkZvev2UY?si=Qb3XcXIDxILbZJ6e

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

A. Approval of the Agenda (0:19)
Vice Mayor Ervin made a motion to approve the agenda. Council Member Thornton seconded the motion which passed unanimously, 5-0.

B. Consent Agenda (0:42)
1. Approval of the June 18, 2024, regular session meeting minutes.
2. Approval of the Tax Collection Report for the period ending May 2024.
3. Appointment of Jackie Craig as Chairperson of the ABC Board.
4. Approval of Resolution 2024-06 Street Acceptance Policy.
5. Approval of Resolution 2024-07 Designating Sergeant Colbey Mehaffey as the Official to sign and make recommendations to the NC ABC Commission on ABC Permit Applications.
6. Approval of Resolution 2024-08 Updating the Drug and Alcohol Policy.
7. Approval of contract change order with Equinox Environmental for construction management associated with the Riverside Park Expansion Project.
8. Approval of contract change order with S2O for construction management associated with the Taylor's Wave Project.

Vice Mayor Ervin made a motion to approve the Consent Agenda. Council Member Kahn seconded the motion, which passed unanimously, 5-0.

C. Public Comment (2:04) – 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 (2:37)

1. Manager Report – Shannon Tuch, Town Manager
2. Public Works Department FY2024 Review – Adrienne Isenhower, Project & Facilities Director

E. New Business (34:37)

1. Public Hearing to update Stormwater Fees- Shannon Tuch, Town Manager
   a. Ordinance 2024-014 Stormwater Ordinance Update.

Mayor McAllister opened the public hearing at 5:39 pm.

There was no public comment.

Mayor McAllister closed the public hearing at 5:40 pm.

Council Member Edgerton made a motion to approve Ordinance 2024-014 the proposed text amendment to Article VII, Chapter 41 – Stormwater clarifying that the Town of Woodfin stormwater utility fees will be collected through the collection of real property taxes, and in the same manner as real property taxes. Council Member Kahn seconded the motion which passed unanimously, 5-0.

b. Ordinance 2024-015 Fee Schedule Update.

Mayor McAllister opened the public hearing at 5:42 pm.

There was no public comment.

Mayor McAllister closed the public hearing at 5:43 pm.

Vice Mayor Ervin made a motion to approve Ordinance 2024-015 the proposed amendment to the Town of Woodfin Schedule of Fees adding reference to N.C.G.S. §105-360 and additional detail regarding interest charges to late fees consistent with those applied to delinquent real estate property taxes as amended today. Council Member Thornton seconded the motion which passed unanimously, 5-0.

2. Formation of Landscape/Open Space and Town Manager Performance Plan Council Subcommittees- Shannon Tuch, Town Manager

Council Member Kahn moved to (a) establish a new Landscape & Open Space temporary council subcommittee and, (b) appoint council members Young, Edgerton, and Thornton to the committee. Vice Mayor Ervin seconded the motion, which passed unanimously, 5-0.

Council Member Edgerton moved to (a) establish a new Town Manager Performance Plan temporary council subcommittee and, (b) appoint council members Ervin, Cohen, and Kahn to the committee. Council Member Thornton seconded the motion, which passed unanimously, 5-0.

Council Member Edgerton made a motion to adjourn into closed session consistent with North Carolina General Statute §143-318.11 (a)(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, which privilege is hereby acknowledged. Council Member Kahn seconded the motion, which passed unanimously, 5-0.

F. **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:**
(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, which privilege is hereby acknowledged.

G. **Adjournment-**

Vice Mayor Ervin made a motion to adjourn the meeting. Council Member Thornton seconded the motion, which passed unanimously, 5-0.

Mayor McAllister adjourned the meeting at 6:16 pm.

TOWN OF WOODFIN
INCORPORATED
JUNE 1971
NORTH CAROLINA

James C. McAllister/Mayor

Attest:
Gena Powers/Town Clerk