Town of Woodfin
Town Council Meeting

Tuesday, September 17, 2024
5:00 pm

ACTION MEETING MINUTES

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

Council Members Absent
Mayor Jim McAllister
Council Member Johanna Young

Town Staff Present
Shannon Tuch, Town Manager
Marie Biddix, Town Planner
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/kjQ4BKdHj_8?si=_-Nij47vqW8TFmml

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

A. Approval of the Agenda (0:39)
Council Member Kahn made a motion to approve the agenda. Council Member Cohen seconded the motion which passed unanimously, 5-0.

B. Consent Agenda (0:53)
1. Approval of the August 20, 2024, regular and closed session meeting minutes.
2. Monthly Tax Collection Report for July 2024
3. Resolution 2024-010 certifying and approving the North Carolina Great Trails State Program grant application.

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

C. Public Comment (1:30) – 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 (1:59)
1. Town Manager Report – Shannon Tuch, Town Manager

E. New Business (17:04)

1. Public Hearing – Ordinance 2024-017 Requesting Zoning Text Amendment to Ch. 54 updating the Table of Permitted Uses, Definitions, and Special and Limited Use standards. Ricky Hurley, Planning Director

Vice Mayor Ervin opened the public hearing at 5:40 pm.

There was no public comment.

Vice Mayor Ervin closed the public hearing at 5:42 pm.

Council Member Edgerton made a motion to approve Ordinance 2024-014 the proposed text amendment subject to the following changes: 1. To modify the definition of governing board to refer only to Woodfin Town Council; 2. To change the definition of Group Care Home from what is listed in the proposed ordinance to instead read Group Care Home means a residential facility requiring a license by the state of North Carolina housing 12 or fewer persons; and 3. Strike through Group Development and remove it as a use; and find that it is reasonable, is in the public interest, is consistent with the Woodfin Together comprehensive plan, and meets the development needs of the community in that the request: 1. Balances the supply of land for housing and employment and protects land for economic development and ensures an adequate supply of appropriately located and sized employment spaces (3.1.5, 3.2.5) 2. Supports initiatives to transition toward a green economy and encourages construction of developments that use renewable energy, design, and infrastructure that reduce pollution and energy costs (3.2.2, 3.3.2) 3. 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) Council Member Cohen seconded the motion which passed unanimously, 5-0.

2. Town Manager Performance Evaluation Instrument & Process Discussion – Performance Plan Subcommittee

Council Member Kahn made a motion to recommend the Performance Plan Evaluation Process and documents as recommended by the Performance Plan Subcommittee. Council Member Thornton seconded the motion which passed unanimously, 5-0.

3. Community Partner Grant Update – Emergency Home Repair

Council Member Kahn made a motion to authorize and direct the town manager to: post the town's Community Partner Grant application and inform area nonprofits of the opportunity to apply, and establish a review committee to review applications and establish criteria for how the grant will be applied; and authorize the Town Manager to enter into the agreement with the selected nonprofit, and name Council Member Cohen as the Town Councils representative on the review committee. Council Member Cohen seconded the motion which passed unanimously, 5-0.

F. <u>Adjournment-</u>

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

Vice Mayor Ervin adjourned the meeting at 6:03 pm.

James C. McAllister/Mayor

TOWN OF WOODFIN INCORPORATED JUNE 1971 NORTH CAROLINA

Attest: Gena Powers/Town Clerk