Town of Woodfin
Town Council Meeting

Tuesday, May 20, 2025
5:00 pm

ACTION MEETING MINUTES

Council Members Present
Mayor Jim McAllister
Vice Mayor Elisabeth Ervin
Council Member Hazel Thornton
Council Member Ken Kahn
Council Member Young

Council Members Absent
Council Member Philip Cohen

Town Staff Present
Shannon Tuch, Town Manager
John Henning, Town Attorney
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/_OuLjqiBGTs?si=IvuTzYoqATvnj6Qk

Mayor McAllister called the meeting to order at 4:58 pm.

A. Approval of the Agenda (0:44)
Vice Mayor Ervin made a motion to approve the agenda. Council Member Thornton seconded the motion which passed unanimously, 4-0.

B. Consent Agenda (1:00)
1. Approval of the April 15, 2025, regular and closed session meeting minutes.
2. Approval of the May 13, 2025, budget work session meeting minutes.
3. Approval of the March 6, 2025, Performance Plan Subcommittee meeting minutes.
4. Approval of the May 1, 2025, Landscape Subcommittee meeting minutes.
5. Approval of the tax collection report for the period ending March 2025.
6. Approval of Resolution 2025-02 setting a public hearing for a request to close a right-of-way known as Desperate Lane located at 4 Desperate Lane.

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 (1:45)– 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.

Lolly Frederick a resident of the River Walk Development in Woodfin, addressed the Town Council regarding filling the vacant seat left by the resignation of Council Member Edgerton on the Town Council.

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 (9:11)

1. Tropical Storm Helene Recovery & Next Steps – Rachel Sawyer, Buncombe County Recovery Lead & Strategic Partnerships Director
2. Town Manager Report – Shannon Tuch, Town Manager

Police Chief Boykin recognized Officer Logan Banks and awarded him the **Excellence in Service Award** for "Exceptional Heroism, life-saving, or other exceptional work", while on a call on May 2, 2025, he successfully worked under extreme conditions to save a shooting victim's life.

3. Presentation of Proposed Budget for FY 2026 and Establish Public Hearing Date - Sheri Powers, Finance Director & Shannon Tuch, Town Manager.

E. New Business (111:20)

1. Discussion on council role and authority regarding board appointments – John Henning, Town Attorney.

2. Discussion regarding a new town policy establishing a process for Board/Commission/Committee appointments - Shannon Tuch, Town Manager.

Vice Mayor Ervin made a motion to approve the proposed new town policy establishing a defined process for board appointments and reappointments. Council Member Kahn seconded the motion which passed unanimously, 4-0.

3. Discussion regarding the filling of the vacant council seat – Council members Kahn and Thornton.

Council Member Kahn made a motion to leave the council seat vacated by Council Member Eric Edgerton vacant until the November 2025 general election. Council Member Thornton seconded the motion which passed unanimously, 4-0.

4. Discussion regarding a request from a lessee of town-owned property located at 23 Community Rd. to agree to a third lease year, as described in Sec. II of the May 21, 2024, lease agreement-Shannon Tuch, Town Manager.

Vice Mayor Ervin made a motion to direct the town manager to return with a Resolution acknowledging the one additional year option extending the lease to June 30, 2027. Council Member Young seconded the motion which passed unanimously, 4-0.

5. Public Hearing-consideration of Ordinance 2025-07, for review of a text amendment to Chapter 54 of the Town of Woodfin Code of Ordinances, deleting section 54-213. - Floodway District regulations. - Ricky Hurley, Planning Director.

Mayor McAllister opened the public hearing at 7:27 pm.

No one spoke at the public hearing.

Mayor McAllister closed the public hearing at 7:28 pm.

Council Member Thornton made a motion to approve Ordinance 2025-07, a proposed amendment 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. 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 Kahn seconded the motion, which passed unanimously,4-0.

Vice Mayor Ervin made a motion to adjourn into closed session consistent with North Carolina General Statute §143-318.11 (a)((5)(ii) 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 [...] (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
Council Member Thornton seconded the motion, which passed unanimously, 4-0.

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:**
(5)(ii) 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 [...] (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

Vice Mayor Ervin made a motion to approve the agreement for the Town Manager with the correction of the date and confirmation of the current salary. Council Member Kahn seconded the motion, which passed unanimously, 4-0.

G. **Adjournment-**

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

Mayor McAllister adjourned the meeting at 7:45 pm.

TOWN OF WOODFIN
INCORPORATED
JUNE 1971
NORTH CAROLINA

James C. McAllister/Mayor

Attest:
Gena Powers/Town Clerk