



MEETING MINUTES

Board Members Present

Mayor Jerry VeHaun
Commissioner Judy Butler
Commissioner Elisabeth Ervin
Commissioner Hazel Thornton

Mayor Pro-Tem Jim McAllister
Commissioner Eric Edgerton
Commissioner Ronnie Lunsford

Board Members Absent

None

Town Staff Present

Shannon Tuch, Town Manager
Michael Dykes, Chief of Police
Ryan Vinson, Town Clerk / HR Analyst

Sheri Powers, Finance/Budget Director
Adrienne Isenhower, Planning Director
Luke Williams, Project & Facilities Manager

Mayor VeHaun called the meeting to order at 6:30 p.m. Mayor VeHaun asked for everyone to take a moment of silence to remember those lost since our last meeting and those in Ukraine.

- A. Mayors Recitation** - *In accordance with the Code of Ethics adopted by the Board, all town commissioners have a duty to obey all applicable laws regarding official actions; to uphold the integrity and independence of the office; to avoid impropriety in the exercise of official duties; to faithfully perform the duties of the office; and to conduct the affairs of the governing board in an open and public manner.*

Is there any item on the agenda the outcome of which will have a direct, substantial, and readily identifiable financial impact for any Board member? Also, does any Board member have a financial interest in any public contract coming before this Board today?

There being none all Board members have a duty and obligation to vote.

B. Approval of the Agenda

Mayor Pro-Tem McAllister made a motion to move items #2 and #3 from the consent agenda into the New Business agenda and then to approve the agenda. Commissioner Ervin seconded the motion, which passed unanimously, 6-0.

C. Consent Agenda

- 1. Approval of the March 8, 2022, Work Session Minutes, March 10, 2022, Emergency Meeting Minutes, and March 15, 2022, Regular Meeting Minutes and edited minutes from April 20, 2021, September 29, 2021, and October 7, 2021.**
- 2. Resolution committing support for opportunity fund investment that promotes equitable growth, developments without displacement, and healthy communities of opportunities in Woodfin's opportunity zones.**
- 3. Resolution to Approve Installment Financing for Sanitation Trucks.**

4. Town of Woodfin Policy Related to the Commercial use of Park Property.

Commissioner Ervin made a motion to approve the consent agenda. Commissioner Thornton seconded the motion, which passed unanimously 6-0.

- D. Public Comment – The public is invited to attend this meeting in person or view this meeting on Facebook Live: <https://www.facebook.com/townofwoodfin>.** 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.

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

There was no public comment.

E. New Business:

1. Approval of 2021 Closed Session Meeting Minutes

Mayor Pro-Tem McAllister: April 20th meeting needed some edits for the closed session minutes to reflect accurately in the open meeting minutes.

Mayor Pro-Tem McAllister made a motion to approve the 2021 closed session minutes. Commissioner Butler seconded the motion, which passed unanimously, 6-0.

2. Town of Woodfin Policies Related to CSLFRF and ARPA Funding

- a. Non-Discrimination Policy**
- b. Records Retention Policy**

Mayor Pro-Tem McAllister: Asked that sexual orientation to be included in the non-discrimination policy. Finance Director Powers: It was from a template, but we have added that to the policy to include sexual orientation and gender identity. Asking for the approval of the amended policy.

Mayor Pro-Tem McAllister made a motion to approve the 2 policies. Commissioner Edgerton seconded the motion, which passed unanimously, 6-0.

3. ABC Board Monthly Report (Presenter: Tager)

1.2% behind 2021, but still great numbers overall.
Distribution issues still limiting inventory and stock.

4. Paving RFP – Contract Award and Authorization to Proceed (Presenter: Tuch / Williams)

3 bids received; French Broad Paving was low bidder at \$2,720,532. Town recommends entering into contract with French Broad Paving.

Commissioner Edgerton made a motion to authorize the Town Manager to enter into a contract with French Broad Paving, Inc., based on the bid specifications supplied. Mayor Pro-Tem McAllister seconded the motion, which passed unanimously, 6-0.

5. Woodfin Elementary School Playground Support (Presenter: Powers / Tuch)

Commissioner Lunsford: Have we confirmed the school system will maintain the playground?

Finance Director Powers: Spoke with Finance Director for School System to get clarification.

Principal Wright: I have been working Facilities Director and they're in the process of getting geotechnical report, pores, and retaining wall. Staff have reviewed proposed playgrounds and selected preferred vendor.

Commissioner Ervin: Will they maintain the playground after construction?

Principal Wright: School and school Parent-Teacher Organization. We have discussed upkeep of mulch and playground to find best suitable options.

Mayor Pro-Tem McAllister: What's the soonest it could be open for the kids?

Principal Wright: No firm timeline, most likely fall. ADA wall/ramp is phase 1, demolition is phase 2, installation is phase 3.

Commissioner Lunsford made a motion to approve the budget amendment for the playground at Woodfin Elementary school. Commissioner Butler seconded the motion, which passed unanimously, 6-0.

6. Resolution to Show Town Support for Ukraine (Presenter: Tuch)

Mayor Pro-Tem McAllister read the resolution.

Commissioner Edgerton made a motion to approve the resolution supporting the people and government of Ukraine. Commissioner Ervin seconded the motion, which passed unanimously, 6-0.

7. Parks & Greenways Advisory Committee Recommendation on Pickleball (Presenter: Williams)

Parks and Greenways voted to recommended that the Commissioners that the Town oversee the initiation of a pilot program to gauge interest and support for adding pickleball at 2 town facilities – Geneva Maney Park & Community Center.

F. Departmental and Administrator's Reports:

1. Police (Presenter: Dykes)

Monthly totals in packet, most categories are down from last year. Part of the reason is down staff, currently 2 positions.

2. Planning and Zoning (Presenter: Isenhower)

Comprehensive Plan Steering Committee Update: Survey responses, community engagement plan, plan progress and Town Center discussion.

3. Finance (Presenter: Powers)

Homeowner Grant Program Update: 52 recipients costing the Town \$10,400.
Revenue: Amendment Budget: \$6,621,373 | Collected: \$5,583,253 | To Be Received: \$1,038,120
Expenses: Amendment Budget: \$6,621,373 | Expenditures: \$4,326,888 | Encumbered: \$601,660 |
Available Budget: \$1,692,825

4. Greenway & Blueway (Presenter: Williams)

Silver-Line Grand Opening: Thursday, April 21 at 4:00 pm, slide and monkey bars arrived today
Project Updates: Parks & Greenways Advisory Committee, Fundraising, Silver-Line Park, Riverside Park +
Wave, Greenways

5. Administration (Presenter: Tuch)

New Contracts: Anchor QEA, BH Grading Landscaping
Town Attorney RFQ Closed
Silver property lease executed


6. Public Works (Presenter: Tuch)

Trash and Recycling stats in packet, new sanitation trucks arriving in June

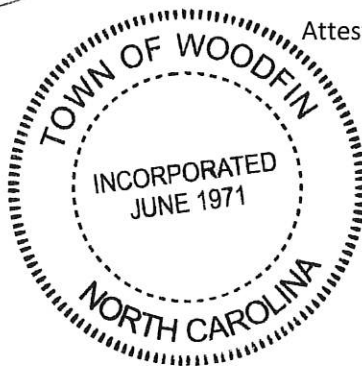
G. Adjournment


Commissioner Lunsford made a motion to adjourn the meeting. Commissioner Ervin seconded the motion, which passed unanimously, 6-0.

Mayor VeHaun adjourned the meeting at 7:32 pm.



M. Jerry VeHaun
Mayor



Attest: 

Ryan Vinson
Town Clerk