



ACTION MEETING MINUTES

Board Members Present

Mayor Jerry VeHaun
Council Member Judy Butler
Council Member Elisabeth Ervin
Council Member Hazel Thornton

Vice Mayor Jim McAllister
Council Member Eric Edgerton
Council Member Ronnie Lunsford

Board Members Absent

None

Town Staff Present

Shannon Tuch, Town Manager
Ricky Hurley, Planning Director
Sheri Powers, Finance & Budget Director
John Henning, Town Attorney

Michael Dykes, Chief of Police
Adrienne Isenhower, Project Manager
Ryan Vinson, Town Clerk / HR Analyst

The meeting video can be seen in its entirety at: <https://youtu.be/2f1SkonrVvl>.

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

A. Approval of the Agenda (2:53)

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

B. Consent Agenda (3:08)

1. Approval of the November 15, 2022, Regular Meeting Minutes
2. Approval of amendment to the Town of Woodfin Personnel Policy (Town Holidays)
3. Reappointment of Jerry VeHaun to the Metropolitan Sewerage District board
4. Appointments to the Comprehensive Plan Steering Committee and Board of Adjustment
5. Approval of 2023 meeting schedule – regular meetings and work sessions
6. Amendment to the Town's Salary and Classification Schedule for Fiscal Year 2023
7. Resolution authorizing the Town Manager to accept of donations

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

- #### **C. Public Comment (4:40) – 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 Council concerning various topics after being recognized by the Mayor and are limited to 3 (three) minutes speaking time.

D. Presentations & Reports (7:53)

1. Guest Presentation – Dr. Rob Jackson, Superintendent of Buncombe County Schools
2. Town Manager Report (Presenter: Tuch)

E. New Business (26:50)

1. Contract with Anchor QEA for stormwater infrastructure inventory and analysis.

Vice Mayor McAllister made a motion to recommend approval of the proposed contract for professional services with Anchor QEA in the amount of \$95,950 for work included in the scope of services proposed. Council Member Ervin seconded the motion, which passed unanimously, 6-0.

2. Budget Amendment for the Fiscal Year 2023 General and Street Capital Project funds.

Council Member Ervin made a motion to approve the budget amendment. Council Member Edgerton seconded the motion, which passed unanimously, 6-0.

Council Member Ervin made to go into closed session pursuant to NCGS § 143-318.11. Vice Mayor McAllister seconded the motion, which passed unanimously, 6-0.

Mayor VeHaun adjourned the regular meeting at 5:40 pm and the Board entered into closed session.

F. Executive Session (40:28) – The Town Council may adjourn to private chambers to discuss legal, personnel, contractual or similar matters protected by the NCGS § 143-318.11.

1. (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.

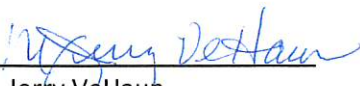
G. Adjournment

Mayor VeHaun called the regular meeting back to order at 5:57 pm.


Vice Mayor McAllister made a motion to approve the closed session minutes from November 19, 2022. Council Member Ervin seconded the motion, which passed unanimously, 6-0.

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

Mayor VeHaun adjourned the meeting at 5:58 pm.


M. Jerry VeHaun
Mayor



Attest: 
Ryan Vinson
Town Clerk