

**Town of Washington Park
Municipal Building
October 3, 2016
7:00 p.m.**

First South Bank	General Fund	\$ 85,425.52
First South Bank	Capital Reserve Fund	60,000.00
First South Bank	Powell Bill/Checking	32,105.66
First South Bank	Powell Bill/Saving CD	81,000.18
First South Bank	Capital Reserve Fund/CD	<u>72,124.99</u>
Total		\$ 330,656.35

Present

Thomas B. Richter, Mayor
Jeff Peacock, Mayor pro tem
Belinda Cowell, Commissioner
Lee Bowen, Commissioner
Patrick Nash, Commissioner

Absent

Wade Dale, Commissioner

Mayor Richter called the meeting to order. Mayor pro tem Peacock made a motion to approve the agenda. Seconded by Commissioner Bowen. Passed by all.

The minutes and financial report were approved as presented.

Old Business

Isabella Avenue East: Commissioner Bowen will get together with other homeowners before next meeting.

Zoning Ordinance corrections: Corrections are finished and awaiting action after Planning Board final recommendations.

Fence Ordinance amendment: waiting for Planning Board final recommendations.

Commercial District permitted uses: the Planning Board does not want to change the permitted uses, but rather wants to make special uses as needed.

Ditch maintenance protocol: waiting for report from Planning Board regarding language in ordinance.

Updated job descriptions: Mayor Richter said that he had not met with employees yet regarding updated job descriptions.

Berm at 314 College Avenue: Commissioner Bowen presented estimates for the work. Commissioner Nash made a motion to accept St. Clair Trucking's estimate for \$1050 and Ross Boyer's estimate of \$600 for sod and installation. Seconded by Commissioner Bowen. Discussion followed regarding bidding and expertise of bidders, whether construction or landscaping. The motion passed with Commissioners Nash, Cowell, and Bowen voting for the motion, and Mayor pro tem Peacock voting against the motion.

New Business

Mayor Richter presented the Washington Park sign ordinance which exists but did not make the last recodification process. He will try to find the City of Washington's sign ordinance to present at the next meeting.

Reports

Commissioner Nash – no incidents to report in September.

Mayor pro tem Peacock – reported that the preliminary audit by William Oden, CPA, was finished and everything looked good. He said that he would like to be able to report on the wage differences of two full-time employees and one part-time employee versus three full-time employees at the next meeting.

Commissioner Bowen – reported that the men had installed the recycled rubber speed hump by the Tot Lot and that it had good visibility and seemed to be working well. He asked that the Board provide feedback regarding this speed bump.

Commissioner Cowell – no report.

Commissioner Dale – In Commissioner Dale's absence, the clerk gave his report which said that the picnic was successful with attendance of around 80 people, and that the Washington Montessori School 5K/Fun Run had taken place on October 1st.

Clerk's Report

The clerk reported that no ad valorem taxes had been received this month; that there was one tennis key sold this month and one yard sale permit obtained. She reported that she is continuing to work on the septic repair for the Municipal Building and that the Fire/EMS contract with the City of Washington is due 10/31/16 for \$39,127. She reported that the auditor had found a missing \$3,070 ad valorem payment from Beaufort County that had never been received by the Town and that the County will re-issue the check. The clerk reported that James had failed to pass the Commercial Driver's license class; and that the CRS review scheduled for October 11, 2016 had been rescheduled to December 6, 2016. Clerk Dale said that Mayor Richter had received a call from Mr. Ed Pruden of North Shores that a Park tree had fallen on his fence. Mayor Richter said that Mr. Wood will cut up the tree and repair the fence for Mr. Pruden. The clerk reported that she and the mayor were monitoring information from the Beaufort County Emergency Management Operations Center regarding the potential Hurricane Matthew. She said that Mr. Wood was preparing the Municipal Building and equipment as well as monitoring the ditches before the storm. She reported that Mr. Wood had repaired the brake lights on the garbage truck.

The next regular meeting will be Monday, November 14, 2016 at 7:00 pm.

Denise D. Dale
Clerk, Town of Washington Park