

**Town of Washington Park  
Municipal Building  
May 3, 2021  
7:00 p.m.**

|             |                                 |                      |
|-------------|---------------------------------|----------------------|
| United Bank | General Fund                    | \$ 288,221.51        |
| United Bank | Capital Reserve Fund/Truck Fund | 82,100.00            |
| United Bank | Powell Bill Checking            | 7,770.38             |
| United Bank | Powell Bill/Saving CD           | 65,232.43            |
| United Bank | Capital Reserve Fund/CD         | <u>76,218.59</u>     |
|             | <b>Total</b>                    | <b>\$ 519,542.91</b> |

**Present**

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

**Absent**

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

The financial report and the minutes were approved upon motion by Mayor pro tem Peacock. Seconded by Commissioner Bowen. Passed by all.

**Old Business**

320 Isabella Avenue: The son of the owner was present. Mayor Richter told him of the Town's concern regarding animals in the buildings, obvious water damage, and overall rundown condition of the property. The owner's representative said that he had not been to the property to evaluate the concerns and make a determination for necessary repairs. Mayor Richter said that the owner needed to explore options and that the owner had sixty (60) days for an engineering evaluation of the property and that a plan was required to address the Town's concerns by the July 12, 2021 meeting.

Dump truck body: no report.

North side of Isabella Ave East end: Commissioner Bowen said that he had spoken with the builder of the residence at 520 Isabella Avenue who said that former Commissioner Wilkinson had designed the driveway. Commissioner Bowen suggested repairing the driveways and grading the area to the ditch at 530 Isabella Avenue. Discussion followed regarding design and payments. Commissioner Dale made a motion that the homeowner at 520 Isabella Avenue pay for the pipe and the Town pay for putting it in as it was the Town's mistake, and that three bids were necessary with a \$20,000 limit. Seconded by Mayor pro tem Peacock. Passed by all.

Ditch erosion east of the residence at 530 Isabella Avenue: Commissioner Bowen presented a draft of a policy for Washington Park Ditch Erosion and Maintenance.

Discussion followed. Commissioner Nash made a motion to send the draft to the Town Attorney for review. Seconded by Mayor pro tem Peacock. Passed by all.

Maple Branch cleanout: Clerk Dale reported that the Beaufort County Soil and Water District had this item on their agenda for May 17, 2021.

Eastern Washington Park town boundary: no update.

Utility lines underground on Isabella: no update.

Planning Board reports: The clerk reported that the Planning Board had met and unanimously approved the 160D revised wording and numbering as per the NC Statute, as well as unanimously approved the Flood Damage Prevention Ordinance including freeboard. The Board approved holding Public Hearings on these two items at the June 7, 2021 meeting by acclamation.

### **New Business**

The clerk presented the proposed 2021-22 Budget which keeps the tax rate at \$.29 per \$100 of valuation. Included in the budget were 5% merit awards to all full-time employees and 3% COLA increases to all full-time employees. The health care insurance costs have risen just under 10% while the other insurance costs remained about the same. Commissioner Dale made a motion to accept and publicize the budget as proposed and to hold a Public Hearing for the 2021-2022 budget at the June 7, 2021 meeting. Seconded by Commissioner Bowen. Passed by all.

### **Reports**

Commissioner Dale – reported that there had been a complaint about the windscreens at the tennis court from a resident non-player. Commissioner Dale also reported that he had asked Mr. Woolard to power wash the courts annually. There are two preschool end-of-year parties sponsored by a resident in the playground on May 13 and May 18, 2021.

Commissioner Nash – reported that the Beaufort County Sheriff's Office had reported one theft at 607 Bank Street.

Commissioner Cowell – reported that she had asked Ms. Tricia Stowe to help her choose trees for Isabella Avenue. Ms. Stowe has accepted. Commissioner Bowen said that the resident at 200 Isabella wants to remove an oak tree near his house and that there was a "widow maker" branch at the property also. Commissioner Cowell and Mayor pro tem Peacock will look at these trees.

Commissioner Bowen – said that he and Mr. Woolard were looking at ditch maintenance behind the houses in the 600 block of College Avenue.

Mayor pro tem Peacock – deferred to the clerk for the 2021-22 Budget presentation.

### **Clerk's Report**

The clerk reported that \$2933.13 in ad valorem taxes had been received; that one tennis key had been purchased and one yard sale permit had been obtained. She reported

that she had issued two driveway permits (212 Riverside and 132 Isabella) and one fence permit (323 Fairview) and that she had written a letter of Zoning Compliance for the outbuilding at 215 College Avenue. The clerk reported that she had spoken with United Bank regarding direct deposit for the three employees and that it would cost \$25 to set up and then a \$15 monthly fee. The Board approved applying for direct deposit by acclamation. The clerk gave the supervisor's report saying that James would be on vacation from May 17 through May 21 and that temporary personnel would be hired to help with garbage pickup. Clerk Dale asked the Board if she could work remotely during the summer while helping with a family problem. The Board agreed by acclamation.

There being no further business, the meeting was adjourned by Mayor Richter.

The next regular meeting will be Monday, June 7, 2021, at 7:00 pm at the Municipal Building.

Denise D. Dale  
Clerk, Town of Washington Park