

**Town of Washington Park
Municipal Building
November 6, 2023
7:00 p.m.**

United Bank	General Fund	\$ 394,629.86
United Bank	Capital Reserve Fund/Truck Account	82,100.00
United Bank	Powell Bill Checking	38,904.03
United Bank	Powell Bill/Saving CD	66,739.59
United Bank	Capital Reserve CD	77,928.12
United Bank	American Rescue Plan Act Account	<u>137,442.59</u>
Total		\$ 797,744.19

Present

Thomas 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 Commissioner Dale. Passed by all.

Danna Layne, with Nunn, Brashear & Uzzell, P.A. presented a summary of the 2022-23 Audit for Washington Park. She shared that the Town received an unmodified opinion, the highest rating. She also stated the Management Discussion document provided the best overview of the audit, providing comparative figures.

Mayor Richter asked for public input. Derek Cooper provided comments regarding the closure of the bridge following October's tropical storm. He indicated several people were driving through only to find out the bridge was closed and suggested a "road closed" sign be placed at the eastern end of town. The mayor asked staff to contact Beaufort County Emergency Management to discuss options.

The financial report and the minutes were approved upon motion by Commissioner Nash. Seconded by Commissioner Bowen. Passed by all.

Old Business

320 Isabella Avenue: Clerk Dale read a letter from McGregor Bell regarding the demolition and asbestos contracts. Discussion followed regarding introduction of asbestos issue making the timeline longer. Commissioner Bowen made a motion to ask the Town attorney to write a letter to Mr. Bell about the upcoming contracted work, further securing the property, and fire concerns. Seconded by Commissioner Dale. Passed by all.

Drainage North side of Isabella Ave East end: no report.

Eastern Washington Park town limit: Commissioner Bowen reported that Sorrell Surveying anticipates having the survey completed next week. Upon completion, they will take that back to the Town attorney to seek quit-claim deeds, agreed to by the Flynn heirs.

Parking vehicles in the Town's rights-of-way: no report.

Tree cut on College Avenue: The Town attorney is finalizing a letter to send Mr. Spain. Staff will follow-up with her this week.

Short-term rentals: no report.

Multi-family occupancies of residences: no report.

Resilient Coastal Communities Program: Clerk Dale reported that there had been an initial Community Action Team (CAT) meeting on Wednesday, October 4, 2023 at 10:00 am at the Municipal Building. A second CAT meeting was held on Wednesday, November 1, 2023 at 10:00 am at the Municipal Building. A third RCCP CAT meeting is scheduled for Wednesday, December 6, 2023 at 10:00 am at the Municipal Building. There will also be a public open house at the Municipal Building on Thursday, December 14, 2023 from 4:00 pm until 6:30 pm. The Mayor will include these December dates in an upcoming "Town Crier" to be distributed and emailed.

Mayor pro tem Peacock made a motion to approve the Memorandum of Understanding between the Mid-East Commission/Rummel, Klepper, and Kahl, LLP and the Town of Washington Park. Seconded by Commissioner Nash. Passed by all.

ARPA fund uses: Commissioner Bowen is continuing to research prices for updating drainage issues in Washington Park.

New Business

Commissioner Dale reported an incident that occurred at the Town waterfront during a recent event. As a result, he made a motion to update the Facility Use form to add language regarding use of a portable toilet facility if an event was scheduled to last 90 minutes or longer. Mayor pro tem Peacock seconded the motion. Passed by all.

Commissioner Dale led a discussion regarding the possible sale of the Giant-Vac leaf vacuum. Mayor pro tem Peacock made a motion to sell the leaf vac for \$3,000 to an interested party. Seconded by Commissioner Nash. Passed by all.

Reports

Commissioner Dale – reported he received a text from the contractor selected to repair the tennis/pickle ball courts. The contractor notified him that he had dissolved his LLC and would not be able to perform the necessary work on the courts. Commissioner Dale was provided the name of a contractor in Atlantic Beach and he has placed a call with that company.

Commissioner Nash – reported that there had been one call of a suspicious vehicle by the Community Watch team. The Beaufort County Sheriff's office responded. Additionally, he reported that the Beaufort County Sheriff's office has a new mobile app that is available for download.

Commissioner Bowen – reported that he had received quotes from two additional contractors for paving and repair of streets; Ben Randolph with Asphalt Solutions (\$116,000) and Daniels, Inc. out of Garner (\$142,000). Since the quotes vary in the work performed, he anticipates needing two weeks to review and compare the provided quotes. Commissioner Bowen also reported that he had been asked to look at the deterioration of the ditch at 607 Small Street. He will be working with the homeowners for a solution.

Mayor pro tem Peacock – no report.

Commissioner Cowell – reported that East Carolina University's presentation to the Board for the waterfront tree evaluation project will be scheduled for either December 11, 12 or 13, 2023. Commissioner Cowell led a discussion regarding planting trees throughout Washington Park. Commissioner Bowen made a motion to approve \$4,000 for purchase, transportation, and planting of trees. Seconded by Commissioner Nash. Passed by all.

Clerk's Report

Clerk Dale reported that the ad valorem taxes received last month were \$7,346.62; that local option sales tax was \$14,586.91, and that one tennis key had been sold and one yard sale permit had been issued. The clerk reported that April Alligood, incoming Town Clerk, will be attending the UNC School of Government's New Clerk School in November. Clerk Dale reported that the Capital Reserve Certificate of Deposit and the Powell Bill Certificate of Deposit were coming due soon. Commissioner Bowen made a motion to renew the two CDs for 9 months with no penalty for early withdrawal at 4% interest at United Bank. Seconded by Commissioner Dale. Passed by all. Clerk Dale reported that forty-three residents had provided their email addresses for mailings.

Commissioner Dale made a motion to go into closed session for a personnel matter. Seconded by Commissioner Bowen. Passed by all.

Mayor pro tem Peacock made a motion to come out of closed session and return to the regular meeting. Seconded by Commissioner Dale. Passed by all.

Commissioner Bowen made a motion to give a 5% merit award to Todd Askew and Dennie Dale based on their FY 2022-23 evaluations. Seconded by Commissioner Nash. Approved by all with Commissioner Dale abstaining from voting.

The next regular meeting will be Monday, December 4, 2023 at 7:00 pm at the Municipal Building.

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

Denise D. Dale, Clerk
Town of Washington Park