

**Town of Washington Park
Municipal Building
June 3, 2024, 7:00 p.m.**

United Bank	General Fund	\$ 460,093.20
United Bank	Capital Reserve Fund/Truck Account	82,100.00
United Bank	Capital Reserve CD	79,602.21
United Bank	Powell Bill Checking	41,291.96
United Bank	Powell Bill/Saving CD	68,173.41
United Bank	American Rescue Plan Act Account	<u>137,963.76</u>
	Total	\$ 869,224.54

Present: Thomas Richter, Mayor, Jeff Peacock, Mayor pro tem, Lee Bowen, Commissioner, Belinda Cowell, Commissioner, Wade Dale, Commissioner, Vail Rumley, Commissioner. Also, present Amanda Sasnett, Town Attorney

Absent: None

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

Closed session: With Town Attorney, Amanda Sasnett, present, and no members of the public present, it was decided to go directly into closed session. Commissioner Bowen made a motion to go into closed session per N.C.G.S. §143-318.11(a)(3), and (5). Seconded by Mayor pro tem Peacock. Passed by all.

Mayor pro tem Peacock made a motion to return to open session. Seconded by Commissioner Dale. Passed by all.

Commissioner Bowen made a motion to allow the Town attorney to record the deed; seconded by Mayor pro tem Peacock. Passed by all.

Minutes and Financial Report: The May financial report was reviewed. Mayor pro tem Peacock made a motion to approve; seconded by Commissioner Bowen. Passed by all. The May 6, 2024, minutes were reviewed. Mayor pro tem Peacock made a motion to approve; seconded by Commissioner Dale. Passed by all

Public Input: None

Public Hearing: Commissioner Bowen made a motion to go into a Public Hearing for comments on the proposed FY 2024-25 budget. Seconded by Mayor pro tem Peacock. Passed by all. No comments were made regarding the proposed budget. Mayor pro tem Peacock made a motion to close the Public Hearing and return to the regular meeting. Seconded by Commissioner Bowen. Passed by all.

FY 2024-25 Budget: Commissioner Bowen made a motion to adopt the proposed Budget and set the Tax Rate at \$.29 per \$100.00 of valuation. Seconded by Commissioner Cowell. Passed by all.

Old Business

Contractor vs. Resident Debris Pick-up: Initial discussions referred to yard debris; however, concerns also apply to building debris. The Town Crier distributed last week

included a statement regarding debris pick-up and indicated a note would be left if staff had concerns about whether the debris was created by a contractor or outside the park. Discussion occurred regarding draft notices for potential violations. Mayor Richter, Commissioner Rumley, and Clerk Alligood will develop draft language for notes to leave with residents. The Board anticipates a two-step process of notification/compliance first followed by violation notice when needed. Additional discussions followed regarding determination of size limits for debris piles.

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

320 Isabella Avenue: Clerk Alligood received an email update from Laurie and MacGregor Bell. They met with three (3) builders who are putting together cost and price estimates for the work. They hope to select a builder by end of June, and will then have a better idea of the renovation timeline.

Resilient Coastal Communities Program grant: The final CAT meeting was held May 23, 2024. The Phase 3 grant application has been submitted. A Resolution to adopt the overall Resilience Strategy plan will be presented at the July meeting.

ARPA funds: No update; keep on agenda for now.

New Business

Capital Project Ordinance: Clerk Alligood presented a Capital Project Ordinance and a Reimbursement Resolution for the upcoming Park pavement patching project. Commissioner Bowen made a motion to adopt both documents. Seconded by Mayor pro tem Peacock. Passed by all.

Travel / Per Diem Policy: This topic initially came up after a request was received from the Townscape Committee to reimburse the cost of a lunch provided during a meeting they had, which included a representative from the NC Forestry Division. Currently, the Town does not have a travel or reimbursement policy in place. The Mayor will review similar policies from other municipalities. Led to additional discussion regarding funding for the Townscape Committee. The Board noted any requests from the Townscape Committee will go to Commissioner Cowell and she will present to the full Board as needed for discussion/decision making.

Commissioners' Reports

Commissioner Dale: New playground mulch was delivered and is being spread.

Commissioner Rumley: Lt. Richards will return in a couple of weeks; the community watch meeting will be scheduled after that.

Mayor pro tem Peacock: Les Woolard has agreed to part-time hours. There was an issue recently with a resident removing posts from the waterfront in order to take a jet ski to launch; this has happened on more than one occasion. Clerk Alligood was asked to write a cease-and-desist letter to the resident.

Commissioner Bowen: The paving project is anticipated to begin this week, weather permitting. Commissioner Rumley will post a message on Facebook and Clerk Alligood will send an email to the Washington Park list. Equipment will be stored at the end of Isabella and/or behind the Municipal building.

Commissioner Cowell: The Townscape committee met with Justin Bennett from the NC Forest Service; he shared information regarding available grants for projects such as a complete tree inventory, as well as assistance with what trees will work best and where. The Committee is planning a small project in the triangle area near River Road. Commissioner Cowell will coordinate with Stuart Dudley as plans are developed.

Clerk's Report: Deposits received in May totaled \$14,165.68 (ad valorem \$155.30; local option sales tax \$11,614.23; solid waste disposal tax \$73.01; alcoholic beverage tax: \$1,872.14; reimburse Clerk bond \$421; tennis/pickleball keys \$30). Spoke with Mr. Zienty (duplex - 511 Hickory Street); he plans to return around the end of June to move forward with listing the property for sale. Sent second letter to resident at 602 Small Street re: overgrown yard. Ordered and received a "pre-audit stamp" for invoices and checks.

Commissioner Bowen asked about the County's revaluation process. It is anticipated to be effective in 2025 with initial impacts in the FY26 budget.

The next regular meeting will be Monday, July 1, 2024, at 7:00 pm at the Municipal Building. There being no further business, Mayor Richter adjourned the meeting.

April S. Alligood, Clerk
Town of Washington Park