

**Town of Washington Park
Municipal Building
April 3, 2023
7:00 p.m.**

United Bank	General Fund	\$ 425,119.56
United Bank	Capital Reserve Fund/Truck Fund	82,100.00
United Bank	Powell Bill Checking	36,097.04
United Bank	Powell Bill/Saving CD	65,758.45
United Bank	Capital Reserve Fund/CD	76,782.50
United Bank	American Rescue Plan Act Fund	<u>136919.94</u>
Total		\$ 822,777.49

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 Bowen made a motion to approve the agenda. Seconded by Commissioner Dale. Passed by all.

Mayor Richter called for public input. Bill Rianhard said that he would like the Town Board to look at refreshing the Washington Park landscape using professional services. He said that he would like to see the American Rescue Plan Act money used for a landscape design for Washington Park. Mayor Richter thanked Mr. Rianhard for his suggestion and said that the Board would take it under advisement.

Ms. Frances Hogan said that she was present to follow up on underground placement of the trunk lines on Isabella Avenue. Mayor Richter said that he had left several messages for Macon Respass at Washington Utilities, but had not received any response. He said that he will continue to follow up.

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 clerk read an email from the owner, McGregor Bell, regarding his procuring the services of an architect and general maintenance of the property. Discussion followed. The clerk will follow up with Mr. Bell regarding the placement of "No Trespassing" signs on the property to discourage trespassers. Commissioner Nash also suggested that Mr. Bell install a camera to help provide security.

North side of Isabella Ave East end: no report.

Eastern Washington Park town boundary: The Town Attorney has confirmed four of the six branches of Flynn heirs.

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

Washington Park tree cut on College Avenue: no update at this time. The clerk will follow up with the Town attorney regarding correspondence to the resident.

Short-term rentals: no update at this time. The mayor suggested that the Planning Board review this issue along with the multi-family housing issue.

Multi-family housing: no update at this time. See above.

Resilient Coastal Communities Program: The clerk reported the town had received a letter that it had been selected to receive a technical assistance award of \$65,000 contract amount for contracting with RK&K and the MidEast Commission to complete a risk and vulnerability assessment and to develop a portfolio of prioritized projects to increase the town's resilience. The clerk will be part of a virtual meeting on April 27, 2023 with MidEast and RK&K.

ARPA fund uses: There was a general discussion regarding soliciting suggestions from the Town residents. Ditch cleaning, landscape design, street repair, and tennis court updates were mentioned. Commissioner Nash will reach out to Paige Harris regarding NC State and landscape design opportunities. No action taken.

New Business

The clerk presented a resolution which had been reviewed by the Town Attorney for the adoption of the policies required to participate in the ARP program: Records Retention Policy, Allowable Cost Policy, Non-Discrimination Policy, Conflict of Interest Policy, and Eligible Use Policy. Commissioner Dale made a motion to adopt the resolution. Seconded by Commissioner Nash. Passed by all.

Reports

Commissioner Dale – reported that he had received an estimate to re-surface and paint the tennis and pickleball courts for \$44,000 with no guarantee of the work and \$56,000 with a two-year guarantee of the work. No action taken. He reported that there was a Glow Run scheduled for September 16, 2023 and that a waterfront wedding scheduled for May 6, 2023 had been cancelled.

Commissioner Nash – no report.

Mayor pro tem Peacock – reported that he had some complaints about the abandoned unlicensed vehicle in the yard at 300 Riverside Drive. Clerk Dale said that she would call the attorney in charge of the property.

Commissioner Bowen – reported that he had met with John Cooper who has ditching experience in Beaufort County. He said that Mr. Cooper would dig out the existing ditches for \$85/hr for labor and machine, leaving the removed debris on the roadsides. An additional truck would be \$120/hr for removal. Mr. Bowen will ask for other quotes for the project. Commissioner Bowen also recommended that some town-wide

publication be offered to let people know about Town rights-of-way and utility easements prior to any ditching, landscaping, or road work. Mayor Richter said that he had contacted NC Department of Transportation for assistance in prioritizing street repairs throughout the Town of Washington Park. There will be a meeting with NCDOT on April 12, 2023.

Commissioner Cowell – reported that she had continued to attempt to contact ReLeaf about planting trees in Washington Park. She recommended that Park Area Maintenance budget items be increased to include tree purchases and installation.

Clerk's Report

The clerk reported that the garbage truck water pump and radiator repair was \$6,672.56. She said that the Board had been paid their quarterly compensation for \$1925.00 plus FICA of \$147.27; that ad valorem taxes for the month of March were \$3471.05; that the Town received \$15730.29 in local option sales tax, and \$2956.36 in quarterly franchise tax. The clerk presented a Budget Ordinance Amendment for professional services and office supplies in the amount of \$6500. Mayor pro tem Peacock made a motion to adopt the Budget Ordinance Amendment. Seconded by Commissioner Cowell. Passed by all. The clerk presented the FY 2022-23 Audit Contract with Nunn, Brasher, and Uzzell, PA, for the amount of \$8550.00. Mayor pro tem Peacock made a motion to approve the annual audit contract for FY 2022-23. Seconded by Commissioner Bowen. Passed by all.

The clerk said that two tennis keys and one pickle ball key had been sold last month. Clerk Dale reported that she had sent letters of ordinance violations for weeds and scrap to both 602 Small Street and 320 River Road. The clerk reported that the men had found an Apple Watch on River Road and that she had taken it to the Beaufort County Sheriff's office. She reminded the Board that Monday, April 10, 2023, was a Town holiday (Easter Monday) and that there would be no Town services that day. Clerk Dale reported that the website was working again and asked everyone to look at it and advise her of any problems.

The next regular meeting will be Monday, May 1, 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