

**Town of Washington Park  
Municipal Building  
August 1, 2016  
7:00 p.m.**

First South Bank	General Fund	\$ 93,739.20
First South Bank	Capital Reserve Fund	60,000.00
First South Bank	Powell Bill/Checking	26,514.58
First South Bank	Powell Bill/Saving CD	80,892.08
First South Bank	Capital Reserve Fund/CD	<u>72,007.05</u>
<b>Total</b>		<b>\$ 333,152.91</b>

**Present**

**Absent**

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

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

The minutes of the June 6, 2016 meeting and the minutes from July 11, 2016 and the financial report were approved as presented.

**Old Business**

Isabella Avenue East: Commissioner Bowen said that he would give an update in his Commissioner's Report.

Zoning Ordinance corrections: waiting for report from new Planning Board regarding fence amendment language. Corrections are finished and awaiting action.

Fence Ordinance amendment: waiting for report from new Planning Board.

Commercial District permitted uses: Mr. Fuchs' proposed list of permitted uses will go to the new Planning Board at the upcoming meeting.

Planning board vacancies: Mayor Richter announced the resignations of John Crew, Connie Grimes, and Charles Rogers from the current Washington Park Planning Board. Commissioner Nash made a motion to appoint the following members to the Washington Park Planning Board: Anne Baxter, Beth Byrd, Ashley Jones, Seth Laughlin, Rick Peed, and Bill Rianhard. Seconded by Mayor pro tem Peacock. Passed by all. It was decided that the members would be sworn in at their first meeting, August 30, 2016 at 7:00 pm at the Municipal Building.

Mayor Richter led a discussion regarding a proposed creation of "River Road Residential Zoning Overlay District" to allow residents where house fronts lie within 50 feet or less of the River Road curb, to build a fence with approved landscaping. Mayor Richter explained that Mr. Wood, Clerk Dale, and he had measured the distances from house

fronts to the River Road curb. Discussion followed regarding approved landscaping and setback from River Road for fences. Commissioner Dale made a motion for Mayor Richter to present the River Road Residential Zoning Overlay District Amendment of the Zoning Ordinance to the Planning Board at their meeting. Seconded by Commissioner Bowen. Discussion followed. Passed by all.

### **New Business**

Ditch maintenance protocol: Commissioner Bowen asked the Board to discuss Section 130.06 of the Town Code of Ordinances regarding residents' responsibilities for ditch maintenance on their property. Discussion followed. Public Works Supervisor Mr. Wood will be asked to inspect all ditches regularly for obstructions. Mayor pro tem Peacock suggested using Park personnel to do as much work as they could, and if it became too big a job, hire a contractor. Commissioner Bowen, Mr. Wood, and Clerk Dale will meet to discuss ditch protocol. Commissioner Nash made a motion to send the current ditch language to the Planning Board for review and comments. Seconded by Mayor pro tem Peacock. Passed by all.

Updated job descriptions: Mayor Richter and Clerk Dale will update job descriptions and bring them to the next Board meeting.

Preliminary flood maps: Beaufort County has received a preliminary update to the Flood Insurance Rate Maps. It looks like one-third of Washington Park is out of the flood plain. There will be a meeting of local officials and floodplain administrators on September 8, 2016 at the Beaufort County Commissioners' Room. After this meeting, there will be Public Meetings to advise the public about the maps. Clerk Dale will attend the meeting for Washington Park.

Merit awards and cost-of-living increases: The clerk excused herself from the discussion after presenting potential merit award amounts and cost-of-living increase percentages for each employee. The Board discussed merit awards for the employees. Commissioner Dale excused himself from discussion about the clerk's merit award and cost-of-living increase. Commissioner Nash made a motion to give every employee a 5% merit award for their outstanding work this year and a 3% COLA increase for all employees for FY 2016-17. Seconded by Mayor pro tem Peacock. Passed by all with Commissioner Dale abstaining from voting.

### **Reports**

Commissioner Bowen -- presented the Isabella Avenue design by Hugh Sorrell. Discussion followed. Mayor Richter and Commissioner Bowen will meet with homeowners to present the proposal. Commissioner Bowen discussed movable speed humps to slow traffic instead of asphalt ones. Commissioner Nash made a motion to purchase a 20' movable speed bump to be placed by the Tot Lot gate on Fairview Avenue. Seconded by Mayor pro tem Peacock. Passed by all. After discussion about a speed bump on Spruce Street, it was decided that no action would be taken at this time.

Commissioner Cowell -- reported that Mr. Wood had contracted with Dudley Landscaping to remove stumps and grind roots for \$150. She also said that a resident on the alley had asked if the Town would grade the alley again to eliminate potholes.

The clerk will ask the Public Works Supervisor to take care of it after the City of Washington Utilities finishes putting wires underground.

Mayor pro tem Peacock – nothing to report.

Commissioner Nash – nothing to report.

Commissioner Dale – reported that there was a request by the Beaufort/Hyde Special Olympics for a 5K and 10K event on April 1, 2017. That event was approved by acclamation. He also reported that the FinishStrong Triathlon would be held on Saturday, August 27. The clerk will call for a certificate of insurance for the event. Commissioner Dale said that a resident had complained about the weeds and black mold on the tennis court surface. Commissioner Bowen offered to contact the paint manufacturer to ask about cleaning the surface. Commissioner Dale asked that Mr. Wood fluff under the swings and paint the equipment whenever time and personnel are available. A Town Picnic date was discussed. It was decided that the picnic would be Sunday, September 25<sup>th</sup> with a rain date of Sunday, October 2.

### **Clerk's Report**

The clerk gave the supervisor's report saying the speed humps have been painted except the one on Pine at College which will be done this week. Mr. Wood has been trying to keep up with grass mowing. The clerk reported that there had been four tennis keys purchased. She reported that there had been \$1035.21 in ad valorem taxes received. She noted that there would not be much in ad valorem taxes until October at the earliest. Clerk Dale said that the reports required for Powell Bill monies were completed, as well as the Solid Waste Annual Report. The clerk has gotten a septic repair permit for the Municipal Building. She reported that the CRS five-year review would be taking place on October 11, 2016.

The clerk asked if the regular November Board meeting could be moved to Monday, November 14, because of the election on November 8. The date change was approved by acclamation.

The next regular meeting will be Monday, September 12, 2016 at 7:00 pm.

Denise D. Dale  
Clerk, Town of Washington Park