

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

United Bank	General Fund	\$ 404,223.76
United Bank	Capital Reserve Fund/Truck Account	82,100.00
United Bank	Powell Bill Checking	32,397.04
United Bank	Powell Bill/Saving CD	66,407.33
United Bank	Capital Reserve CD	77,540.17
United Bank	American Rescue Plan Act Account	<u>137,217.65</u>
Total		\$ 799,885.95

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 asked for public input. Dr. Ken Robol gave a report on the Washington Park website. He said that the website averages 76 unique visitors per month. He reported that he had replaced the theme for the website. He also reported that the most viewed page on the website is the "Contact Us" section. Commissioner Dale made a motion to pay Dr. Robol \$105 for updating the website theme. Seconded by Mayor pro tem Peacock. Passed by all.

Mayor Richter called on Derek Cooper of 320 River Road who asked that the Washington Park Town Board re-establish the Townscape Committee and asked to be on the committee. Mayor Richter thanked Mr. Cooper and said that the Board would review that suggestion.

Mayor Richter reported that he and the Zoning Officer were impressed by the work that had been done at 320 River Road. He said that the yard looks good and that the Coopers had achieved the goals for complying with the Town Ordinance regarding weeds and tall grasses. As the yard is in compliance with the Town Ordinance, the issue is considered closed. Mayor Richter will write a letter to the homeowner at 322 River Road apprising her of the update.

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

Old Business

320 Isabella Avenue: Mayor pro tem Peacock read a report from McGregor Bell saying that they had one contractor for demolition work, but were waiting for another bid. Mayor

pro tem Peacock made a motion to grant a 90-day extension for repairs to Mr. Bell. Seconded by Commissioner Nash. Passed by all. Clerk Dale will inform Mr. Bell about the extension.

North side of Isabella Ave East end: no report.

Drainage: no report.

Eastern Washington Park town boundary: Commissioner Bowen reported that the Town Attorney is still trying to reach all the Flynn heirs regarding the property. Discussion followed regarding having the Flynn heirs quit claim deed to Washington Park and then Washington Park would be able to get the eastern boundary formally established. Commissioner Dale made a motion to have Commissioner Bowen contact the Town Attorney regarding quit claims and transfers to current property owners. Seconded by Commissioner Nash. Passed by all.

Parking vehicles in the Town's rights-of-way: Clerk Dale reviewed the Washington Park Planning Board's suggestion that there not be any parking in the Town's rights-of-way. Discussion followed. No action taken.

Short-term rentals: Mayor Richter led a discussion regarding the bills in the North Carolina State Legislature regarding accessory dwelling units. No action taken.

Multi-family housing: Mayor Richter said that this issue was closely related to the pending accessory dwelling units legislation. No action taken.

Washington Park tree cut on College Avenue: Commissioner Cowell reported that she had been in contact with the homeowner regarding replacing the Washington Park tree. He was not cooperative. Commissioner Bowen made a motion to have Clerk Dale contact the Town Attorney to write a letter on behalf of the Town of Washington Park saying it is the Town's intention to plant a tree in the right-of-way where the tree was removed. Seconded by Mayor pro tem Peacock. Passed by all.

Resilient Coastal Communities Program: Clerk Dale reported that she has asked Jamie Health of the Mid-East Commission and Seth Laughlin of the Washington Park Planning Board to report on the web-based meeting scheduled for August 10, 2023 as Clerk Dale is unable to attend the meeting.

ARPA fund uses: Mayor Richter led a discussion of the Washington Park Planning Board's report from Pat Harris, the facilitator from the Mid-East Commission. There were eleven categories that the public prioritized for spending these funds. The highest response was for drainage review and planning. Clerk Dale will post a hard copy of the report in the Municipal Building, and will have a copy posted to the website as well.

NC DOT Survey of Streets: Commissioner Bowen will ask for two more estimates for the paving issues within the Town. He has received an estimate from Ammex Paving for \$97,960.00 for street repairs which include paving and patching holes.

Town Clerk search: The Clerk Search Committee has narrowed the field from thirteen candidates to six applicants. Clerk Dale will set up in-person interviews with the candidates with the Clerk Search Committee. Mayor Richter, Mayor pro tem Peacock and Commissioner Cowell are the members of the Clerk Search Committee.

Reports

Commissioner Dale – reported that the new tennis court keys were made available on August 1, 2023. The cost of the annual gate key remains at \$25.00. One tennis key has been sold to date. He reported that St. Peter's Episcopal Church had reserved the waterfront for a riverside service on Sunday, October 1, 2023; that a reservation for the waterfront for a wedding on August 3, 2024 had been made; and that the Town had received \$5,000 from Beaufort County for the annual recreation allocation. This was a surprise from the County in their budget for FY 2023-24 as the allocation had been \$1620.00 for many years. Commissioner Dale reported that he had contacted Coastal Courts Contractors LLC for an estimate to repair and paint the tennis and pickleball courts. He also reported that the men will be doing safety checks on the playground equipment this week, and repairing as necessary.

Commissioner Nash – reported that Lloyd Salter, the Beaufort County Tax Collector, is working with the Beaufort County Sheriff's Office to provide a better reporting system of crimes which occur in Washington Park.

Mayor pro tem Peacock – no report.

Commissioner Bowen – see above.

Commissioner Cowell – reported that she had met with Mr. Flood at East Carolina University regarding having graduate students come up with a plan for waterfront trees and landscaping for a living shoreline and erosion control in Washington Park. The students return to campus this month.

Mayor Richter led a discussion regarding appointing additional people to the Washington Park Planning Board. The Planning Board had two suggested candidates. Commissioner Bowen made a motion to appoint Paul Kennedy and Brenda Whitford to the Planning Board. Seconded by Commissioner Dale. Passed by all.

Clerk's Report

Clerk Dale reported that the ad valorem taxes received last month were \$85.41, and that the local option sales tax was \$13,543.14; that the worker's compensation insurance annual premium was paid for \$3309.55; that the annual Post Office box fee had increased from \$76.00 to \$96.00; that the annual termite inspection had been performed for \$196.00; that the clerk job opening ad in the Washington Daily News was \$600.00 (\$200 per month for three months, June, July, and August). She said that annual dues had been paid to the NC League of Municipalities for \$1028.00; to the UNC School of Government for \$100.00 and to the Mid-East Commission for \$350.00; that the City of Washington had been paid for gas and diesel for April, May, and June for \$1731.10; and that four replacement caps for the pickleball nets had been ordered for \$79.00. The clerk reported that a resident had suggested placing a pitch-in trash receptacle on the corner of Spruce and College on the southeast corner at the stop sign. Todd Askew put the pitch-in from the island on College and Beech at the new location on Spruce and College. The clerk reported that she had written the resident at 603 Isabella Avenue asking for a drawing of surveyed lot lines for the proposed outbuilding before she could write a letter of zoning compliance to the City of Washington Building Inspections for a building permit. She also wrote a letter of zoning compliance for the proposed carport at 116 Spruce Street.

Commissioner Nash made a motion to go into closed session for a personnel issue. Seconded by Mayor pro tem Peacock. Passed by all.

Commissioner Bowen made a motion to go out of closed session and return to the regular meeting. Seconded by Commissioner Dale. Passed by all.

The next regular meeting will be Monday, September 11, 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