

**Town of Washington Park  
Municipal Building  
May 5, 2025, 7:00 p.m.**

United Bank	General Fund	\$ 468,788.76
United Bank	Capital Reserve Fund/Truck Account	82,100.00
United Bank	Capital Reserve CD	82,197.93
United Bank	Powell Bill Checking	56,411.92
United Bank	Powell Bill/Saving CD	10,863.74
United Bank	American Rescue Plan Account	97,872.31
<b>Total</b>		<b>\$ 798,234.66</b>

**Present:** Thomas Richter, Mayor; Jeff Peacock, Mayor pro tem; Lee Bowen, Commissioner; Belinda Cowell, Commissioner; Wade Dale, Commissioner, Vail Rumley, Commissioner.

Mayor Richter called the meeting to order. Commissioner Bowen made a motion to amend the agenda to allow Patrick Nash to make a request for a street closing. Seconded by Commissioner Rumley. Passed by all.

**Public Input:** None

**Added Item – Request for Street Closing:** Patrick Nash made a request to close the road beginning at the corner of Isabella Avenue and Walnut Street south to the intersection of Riverside Drive and Pine Street. This closure will be on June 7, 2025, for a wedding event from 5:00 pm to approximately 6:00 pm. Commissioner Bowen made a motion to approve the request. Commissioner Dale seconded the motion. Mr. Nash was asked about putting cones out and picking them up; arrangements have been made to address that. Motion passed by all.

**April Minutes and Financial Report:** The April minutes and financial report were reviewed. Mayor pro tem Peacock made a motion to approve the minutes; seconded by Commissioner Rumley. Passed by all. Commissioner Bowen made a motion to approve the financial report. Seconded by Commissioner Rumley. Passed by all.

**Old Business**

**Townscape Committee Update:** Derek Cooper reported the committee completed the planting project in front of the municipal building. Brief discussion on removing the bushes in each front corner of the lot; following discussion, will move forward with that. Discussion regarding installing lighting by the flag pole. Next project will be planting the trees on Isabella in the fall.

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

**Resilient Coastal Communities Program grant projects:**

**Phase 3 – Engineering/Design of Living Shoreline**

Received reimbursement from NCDEQ: \$5,897.55; received, paid, and submitted for reimbursement invoices from MEC (\$2,550) and RK&K (\$25,960.28). A Public Open House for the Living Shoreline project has been scheduled for Tuesday, June 3 from 4:00pm - 7:00 pm.

Closing America's Wastewater Access Gap (CAWAG) – Wastewater Analysis: TEAMS meeting held May 1. Rivers and Associates is on board; anticipate being able to wrap up assessment in three months. Will begin with an evaluation of existing septic conditions. Will propose at least three options for consideration.

Stormwater Analysis: This project is eligible for a RCCP Phase 3 Grant; application submitted April 25. The Board needs to adopt a Resolution approving the NC Resilient Coastal Communities Program Phase 3 grant application for the Stormwater Action Plan-Upgrade the Stormwater System. Commissioner Rumley made a motion to adopt the Resolution. Seconded by Mayor pro tem Peacock. Passed by all.

**320 Isabella Avenue:** The attorney sent a certified letter to the owners, requesting they be present at the meeting tonight to address the Board. The Clerk received an email from the owners today at 4p noting they would not be able to attend the meeting tonight (copy of email included with minutes). They noted they have restored and installed the front door and are working with a contractor to finalize a bid for renovation. Discussion ensued. The owners have been allowed incredible flexibility to date. Can start the condemnation process, knowing it will take time; process could be delayed or stopped if significant improvements are shown. Commissioner Bowen made a motion to start the condemnation process; within 30 days if provide us with a construction contract or the house is listed with a realtor, the Town will suspend the condemnation process. Seconded by Commissioner Dale. Passed by all.

**602 Small Street:** The Town did not receive any direct response from the resident following the certified letter sent last month. It does appear the junked vehicle has been removed and there has been some attempt to cut the grass in the back yard, but the residence is still not up to code. Next steps would involve asking the Town attorney to send a formal notice letter, and to hold a hearing for the resident to address bringing the property to code. Following a brief discussion, Commissioner Bowen made a motion to move forward with a formal notice letter and schedule a hearing. Seconded by Commissioner Rumley. Tentatively schedule the hearing for 30 minutes prior to next Board meeting (June 2), pending direction from the attorney. Passed by all.

**§93.027 Noxious Growth Ordinance Amendment:** Commissioner Bowen corresponded with the Town attorney on the proposed amended language; she came up with three (3) options, which were provided to the Board for consideration (copy included in minutes). The Town attorney recommended option two (2). Discussion on proposed options. Mrs. Cooper provided Commissioner Bowen with noxious growth ordinance language from Badin, NC; it was also provided to the Town attorney for her review. Commissioner Bowen read the Badin ordinance (copy included in minutes). The language stating “not a threat to character of surrounding properties” is subjective. There may be different opinions on what is character; the attorney agreed. Derek Cooper is concerned the USACE line will impact his fence and wants the Board to allow some flexibility. Discussion on where line may be, not necessarily straight line. Would prefer the line to be marked with stakes and a map also provided. Commissioner Bowen made a motion to adopt option two (2) as the amended wording for the noxious growth ordinance. Seconded by Commissioner Rumley. Passed by all.

**320 River Road:** The owners have filled out a request with the USACE to mark the wetlands. Anything outside wetlands needs to comply with ordinance language.

### **New Business**

**Budget Amendment:** The Clerk presented a budget amendment noting the transfer of ARP funds for the median/island plant project as approved by the Board at the July 1, 2024 meeting. Mayor pro tem Peacock made a motion to approve the budget amendment. Seconded by Commissioner Cowell. Passed by all.

**FY26 Budget Presentation:** Clerk Alligood presented the draft budget for the Board's review. Following the revaluation, the revenue neutral rate would be \$0.1805. Discussion regarding establishing a minimum fund balance threshold. The Clerk was asked to discuss this with the auditor. The public hearing for the budget will be noticed for June 2, 2025.

**FY25 Audit Contract:** The current agreement with Nunn, Brashear, and Uzzell, PA to conduct Town audits, expired with the FY24 audit. The clerk presented the new three (3) year agreement from Nunn, Brashear, and Uzzell, PA, for FY25, FY26 and FY27, in addition to the FY25 Audit Contract in the amount of \$10,150. Mayor pro tem Peacock made a motion to approve the new three (3) year agreement and the FY25 audit contract letter. Seconded by Commissioner Dale. Passed by all.

**Mid-East Commission (MEC) Planning and Zoning Administration Contract FY26:** The MEC provided a draft Planning and Zoning Administration Contract for enforcement assistance in FY26. Staff will bill an hourly rate, with a not to exceed amount of \$6,000. The Town attorney is a proponent of the agreement. Discussion concerning process, aggressiveness of MEC staff, and expense. Commissioner Bowen made a motion to engage the MEC Planning and Zoning Administration Contract for FY26. Seconded by Commissioner Dale. Passed by all.

**Resolution to Adopt the updated Pamlico Sound Regional Hazard Mitigation Plan (RHMP):** The Pamlico Sound RHMP was recently updated and has been approved by FEMA. Each participating municipality is asked to adopt the updated plan. Mayor pro tem Peacock made a motion to approve the Resolution adopting the Pamlico Sound RHMP. Seconded by Commissioner Rumley. Passed by all.

**Resolution Opposing House Bills 627 and 765:** House Bills 627 and 765 could impact local governments from making decisions on zoning issues and create a state regiment of zoning and planning rules. HB 627 would require all municipalities to allow accessory dwelling units (ADUs) on every lot zoned for residential use and prohibit local governments from imposing parking requirements or short-term rental prohibitions for ADUs. HB 765 would mandate minimum densities on residential properties, (4-6 units/acre based on population), including legal liabilities for municipalities and individual commissioners. Commissioner Bowen made a motion to adopt the resolution opposing House Bills 627 and 765. Seconded by Mayor pro tem Peacock. Passed by all.

#### **Commissioners' Reports**

**Commissioner Cowell:** The City of Washington removed tree limbs on Bank Street and River Road. Communicate with Dudley Landscaping to look at trees at 201 Isabella (Kirven). The Townscape Committee provided their annual report, sent via email to the Board. Trees for Isabella have been purchased; the nursery will hold them until the fall when ready to plant.

**Commissioner Bowen:** Received revised easement information from the Town attorney for ditch behind 411 Fairview and 404 College. Will require marking the corners and conducting a light title search, which will be conducted by the Town attorney. Once

the easement is executed, Dudley Landscaping can proceed with the ditch clean out. Mayor pro tem Peacock made a motion to have the Town attorney move forward with the easement. Seconded by Commissioner Dale. Passed by all.

Commissioner Bowen also noted he has conducted searches regarding parking on the side of streets; he did not find any city ordinances that disallow parking on sides of the street or right-of-way. Discussed potentially amending the noise ordinance to address barking dogs.

**Mayor pro tem Peacock:** Spoke with the tennis court contractor who recommends cutting down the magnolia tree next to the court as it allows mold and mildew to grow on the courts and drops leaves which need to be removed. PW staff can take it down, if able. Mayor pro tem Peacock made a motion to remove the magnolia tree by the tennis court. Seconded by Commissioner Dale. Passed by all. New pickleball and tennis nets were installed; Mayor pro tem Peacock has the extra pickleball net at his residence.

Need to look at the yellow house on corner across from tennis court; open window hanging and no one lives in it.

Todd wants direction on what he should be doing on trees in park. Spanish moss is killing trees; removed moss from one small live oak. Tell Todd do work on one or two a week.

Found a used trash truck to consider; 2017, 55K miles, new transmission, 3-year warranty. Still requires CDL. Would prefer next truck not require CDL. Discussion regarding Nicolas obtaining his CDL; potential raise.

**Commissioner Rumley:** Nothing to report

**Commissioner Dale:** Work on tennis courts has been completed; now have four (4) pickleball courts. Post updated pictures of the court on the website. Asked Clerk Alligood to send a letter to 502 River Road.

#### **Clerk's Report**

Deposits received in April totaled \$21,512.63 (Ad Valorem / NCVTS: \$3,018.74, local option sales tax: \$12,194.49, Reimb. RCCP: \$5,897.55, transfer funds from ARP for island project: \$401.85); Town minutes through December 2023 have been archived with State archives; Clegg sprayed waterfront; drain work for gutters; Commissioner Bowen speak with Stuart Dudley; National Public Works Week (NPWW) is May 18-24, 2025; lunch for guys.

**Closed Session:** Not needed

The next regular meeting will be Monday, June 2, 2025, at 7:00 pm at the Municipal Building. There being no further business, the meeting was adjourned.

April S. Alligood, Clerk  
Town of Washington Park