

**Town of Washington Park  
Municipal Building  
August 4, 2025, 7:00 p.m.**

United Bank	General Fund	\$ 442,959.70
United Bank	Capital Reserve Fund/Truck Account	82,100.00
United Bank	Capital Reserve CD	83,085.62
United Bank	Powell Bill Checking	55,511.92
United Bank	Powell Bill/Saving CD	10,981.07
United Bank	American Rescue Plan Account	98,032.75
<b>Total</b>		<b>\$ 772,671.06</b>

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

**Absent:** Vail Rumley, Commissioner

Mayor Richter called the meeting to order.

**Approve Agenda:** Commissioner Bowen asked to add 320 River Road to the agenda. Commissioner Dale made a motion to approve the agenda as amended. Seconded by Mayor pro tem Peacock. Passed by all

**Public Input:** Mr. Bill Rianhard was present to discuss 320 Isabella. See notes below.

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

**Old Business**

**Drainage North side of Isabella Ave East end:** Clerk Alligood noted this item had been on the agenda for several years with no substantial updates. Mayor pro tem Peacock suggested removing this item from the agenda since the Town has been awarded a grant to move forward with the stormwater analysis project, and this item can be addressed during that project.

**Resilient Coastal Communities Program grant projects:**

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

Received reimbursement from NCDEQ: \$12,988.73. Received, paid, and submitted for reimbursement invoice from RK&K \$7,039.67 and MEC \$2,550. A request for grant extension until March 31, 2026 was filed, to allow sufficient time to finalize the design concepts. Consultation with the North Carolina Division of Coastal Management and other regulatory agencies to review the proposed shoreline project has been scheduled for August 12 at 1p; the meeting will be virtual.

**Closing America's Wastewater Access Gap (CAWAG) – Wastewater Analysis:**  
TEAMS check-in meeting held on July 28. Rivers & Associates anticipates having the draft PER ready for review in the next 4-6 weeks. The next check-in meeting is scheduled for August 25, 2025.

Stormwater Analysis: Received notification Washington Park has been awarded a RCCP Phase 3 grant in the amount of \$393,750 for the Stormwater Action Plan.

**320 Isabella Avenue:** Neighbor Bill Rianhard said the weeds/grass in the backyard are extremely high, violating the current ordinance. Mayor pro tem Peacock indicated another neighbor, Dan Winfield, reached out to him with the same concern. The front yard has been mowed but not the back. Discussion occurred regarding options to address this concern. The Board asked Clerk Alligood to reach out to Attorney Sasnett regarding the ability to hire someone to address the back yard and charge Mr. Bell; can we move forward with that now or is a hearing required first.

**320 River Road (added):** The Coopers have indicated to Clerk Alligood that they are still waiting on receipt of the report from the USACE. Per Commissioner Bowen, neighbor Kim Warren submitted a FOIA request and received a report, and provided him a copy. The approximately 30-page report shows the wetlands delineation line about 20 - 25 feet beyond the current half fence in the back yard, back towards the creek. Based on this report, the Coopers will need to move the current fence back approximately 20 - 25 feet, to indicate the approximate wetlands, and cut the yard back in that section to bring the yard into compliance. Mayor pro tem Peacock made a motion that with the understanding a report has been generated, give the Coopers 60 days to bring the yard into compliance. Seconded by Commissioner Dale. Passed by all. Clerk Alligood was asked to make another request for a copy of the report directly from USACE.

### **New Business**

During discussion moving into the reports, Clerk Alligood mentioned the need to discuss plans for garbage roll carts now that the new truck has been delivered. There was brief discussion on transitioning to roll carts that could be attached to the tipper on the truck so the PW staff would not have to continue to lift cans that did not attach, which increases the possibility of injury. Mayor pro tem Peacock made a motion to provide one roll cart per household in Washington Park. Maintenance of the carts will be up to each resident. If an additional cart is needed, the Town will charge a fee for a second roll cart. Only order 10 spares. Motion Seconded by Commissioner Dale. Passed by all. Mayor Richter will prepare a letter to send residents notifying them of this transition.

### **Commissioners' Reports**

**Commissioner Cowell:** When Commissioner Cowell was speaking with the Blantons, 101 Edgewater Drive, about tree removal, she told them they would need to speak with the Town Clerk about a driveway permit. It appears the area covered with concrete is larger than the original gravel lot. Commissioner Cowell has a picture of the yard before the driveway was poured, when they discussed the tree removal. Clerk Alligood was asked to research any penalties for not obtaining a driveway permit.

Commissioner Cowell spoke with Stuart Dudley regarding Neil Kirven's trees as well as the crepe myrtle remnants along Isabella. The crepe myrtles will require ambush or a heavy-duty solution to get rid of them. She still needs to speak with Dudley about the trees in Leroy Scott's yard.

Mayor pro tem Peacock indicated there is a "widow maker" limb in a pine tree in the back corner of the tot lot that will require a bucket truck to reach it. Commissioner Cowell will coordinate removal with Stuart Dudley.

**Commissioner Bowen:** Received a request from Emma Shipley regarding a driveway change; he will follow-up with her. Will also reach out to the resident at 606 Bank Street who added tile by his driveway without asking permission. Has noticed more parking on the side of roads with boat trailers, cars, etc.

**Mayor pro tem Peacock:** Has not seen the lady back at the waterfront for a few weeks now.

**Commissioner Rumley:** Absent; Clerk Alligood provided her report. For the month of July, the Beaufort County Sheriff's Office conducted 24 community drive-throughs and there were no incidents reported to the Sheriff's Office.

**Commissioner Dale:** The diggers in the playground are being worked on. The Hannah's Heroes 5K Glow Run is scheduled for September 13. Tennis courts – will need to add a different color paint to the back line on the pickleball court; green line paint on the newly resurfaced green court is not working.

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

Deposits received in July totaled \$30,156.31 (Ad Valorem / NCVTS: \$2,323.12; local option sales tax: \$14,749.46; reimbursed RCCP: \$12,988.73; Tennis/PB keys: \$85; Fence permit: \$10). Changed lock on tennis court; new keys being issued. November election: Trey Howdy and Tim Melton filed for office. UpAhead proposal: \$500 set-up fee, \$149/month; not interested in pursuing. The Town has been selected to participate in NCLM AIM Program; provide training and mentorship for financial tasks at no cost to the Town. Accepted to participate in Leadership Beaufort Chamber of Commerce program; one Tuesday a month, September through May. Mayor pro tem Peacock made a motion to approve participation in the program. Seconded by Commissioner Cowell. Passed by all.

MEC review of ordinances: The Planning Board is scheduled to meet August 7 to begin discussions and review of the proposed draft ordinances.

**Closed Session:** Not needed

The next regular meeting will be Monday, September 8, 2025, at 7:00 pm at the Municipal Building. There being no further business, Mayor pro tem Peacock made a motion to adjourn. Seconded by Commissioner Bowen. Passed by all.

April S. Alligood, Clerk  
Town of Washington Park