

**Town of Washington Park
Municipal Building
September 8, 2025, 7:00 p.m.**

United Bank	General Fund	\$ 388,590.81
United Bank	Capital Reserve Fund/Truck Account	- 0 -
United Bank	Capital Reserve CD	84,013.15
United Bank	Powell Bill Checking	55,511.92
United Bank	Powell Bill/Saving CD	11,103.65
United Bank	American Rescue Plan Account	98,086.87
Total		\$ 637,306.40

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.

Approve Agenda: Commissioner Cowell asked to add Update from Townscape Committee to the agenda. Mayor pro tem Peacock made a motion to approve the agenda as amended. Seconded by Commissioner Dale. Passed by all

Public Input: Derek Cooper spoke, first thanking the Board for their years of service to the community. He said that at the last meeting, his property was raised. He asked if his property was going to be on the agenda in the future, he would appreciate being alerted before the meeting.

Commissioner Bowen asked if that has been the practice before. Mayor Richter said it could be adopted in a policy. The Clerk was asked to discuss with the attorney.

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

Old Business

Townscape Committee (added): Held a meeting Friday to discuss projects for this year. Copy of the Townscape Committee minutes attached.

Island plant project at Beech and River Road – requesting to install edging. Commissioner Peacock has a tool to assist with the labor. Need to contact 811 prior to digging; Derek Cooper will coordinate contacting 811.

Crepe myrtle shoots - discussion regarding spraying the shoots, no later than October 15. Requesting purchase of chemicals needed for spray solution.

Median along Isabella from Beech to Edgewater - Commissioner Bowen met with Stuart Dudley to discuss the work to be performed; additional information under Commissioner's Reports. The Committee will not plant the trees until after November 15. Work should be completed prior to that timeframe. Compost and mulch will need to be purchased.

Commissioner Dale made a motion to purchase the requested materials (edging, herbicides for spray, mulch, compost or soil amendment), not to exceed \$500. Seconded by Commissioner Bowen. Passed by all.

With the grant funding for the tree survey on hold, the Committee would like to be able to assess immediate and obvious interventions for Park trees; the Board would welcome their input.

Brief discussion concerning lighting of the flag; solar lighting has improved. Derek Cooper will coordinate options with Commissioner Peacock.

320 Isabella Avenue: Mr. Bell was not present for the meeting; he emailed the Clerk Monday afternoon indicating he had not made the progress he intended but remained optimistic about progress soon. Neighbor Dan Winfield was present and stated how upset he was with the yard and the Town Board's action to date. Prior to the meeting, the Town attorney indicated if it is reported no work has been done, the Board has the ability to issue a \$25/day fine or consider summary abatement and call for a public hearing. Discussion regarding daily fines, abatement hearing, building inspector visit and possible site visit by the Fire Marshal's office. Commissioner Cowell made a motion to contact the Town attorney to establish a plan to involve daily fines, inspections by Building inspector and/or fire marshal, and abatement hearing. Seconded by Commissioner Bowen. Passed by all.

320 River Road: Homeowner Janet Cooper and resident Derek Cooper, were present. Commissioner Bowen stated it was his understanding that the Coopers agreed when the USACE noted the wetlands line, they would bring everything forward of that line in compliance with the ordinance; Ms. Warren also agreed with that resolution. With the information Ms. Warren received, Commissioner Bowen felt a report was forthcoming. So, at the August meeting, the Board made the decision that once the line is identified, the Coopers would be given 60 days to bring the yard into compliance; the Board would also like to have the points marked permanently. Mr. Cooper has been working to clear the area; would like to leave one area of native bamboo as effective area of drainage. Mr. Cooper does plan to put pipe in to mark the line. Commissioner Bowen asked if Town representatives could be given permission to inspect area; the Coopers said yes. Mr. Cooper said it is a work in progress; currently has one big pile of debris that is breaking down. He will mark the points and bring the area forward of the line in compliance for noxious growth. Mr. Cooper will contact the clerk when the pipes have been installed. The Board asked Clerk Alligood to follow-up with the USACE to see if they can identify the coordinates on the left and right-hand edges, as locations to officially identify and mark.

RCCP Update:

Phase 3 – Engineering/Design of Living Shoreline (LSL)

Received reimbursement from NCDEQ: \$9,589.67. Received, paid, and submitted for reimbursement invoice from RK&K \$5,409.88. Scoping meeting with the North Carolina Division of Coastal Management and other regulatory agencies held August 12; key takeaways: agencies prefer standard practice of 10 ft gaps between sills and 1 ft above normal water; avoid/minimize fill within sub-aquatic vegetation (SAV); wave slope sill preferred over riprap; prefer no wake zone vs LSL along Runyon Creek side; essential fish habitat assessment needed per NOAA (RK&K to coordinate with NOAA); erosion control permit only needed if land disturbance is greater than 1ac. Brief discussion

regarding pursuing no wake zone; question regarding buoys – purchase and maintenance. Mayor pro tem Peacock made a motion to begin process to pursue no wake zone. Seconded by Commissioner Bowen. Passed by all.

Closing America's Wastewater Access Gap (CAWAG) – Wastewater Analysis: TEAMS meeting August 26; discussion centered around big picture comparisons between gravity collection system vs. grinder system. Next check-in meeting scheduled for September 22, 2025.

Stormwater Analysis: Resolution under new business.

New Business

Resolution Authorizing Execution of the NC RCCP Phase 3 Grant Contract for the Stormwater Action Plan Project: Grantees are required to adopt a resolution authorizing the project administrator (Town Clerk) to enter into a grant contract with DEQ. Mayor pro tem Peacock made a motion to authorize the Town Clerk to execute the contract on behalf of the Town and submit it to NC DEQ; seconded by Commissioner Dale. Passed by all.

Amendment to Grant Administration Contract with MEC: The timeframe of the Living Shoreline grant has been extended until March 31, 2026. As such, the current agreement with the MEC for grant administration will need to be extended. Commissioner Bowen made a motion to extend the contract; seconded by Mayor pro tem Peacock. Passed by all.

Letter of Support - Merger/Regionalization Feasibility Study: Representatives from Beaufort County and other local municipalities have been meeting with NCDEQ to discuss a Merger/Regionalization Feasibility (MRF) Study regarding water and sewer services. The MRF would determine what a full regional utility could look like with various options tailored for the partners' individual water and sewer systems. Beaufort County will serve as lead applicant for the grant, with assistance from the MEC; the application deadline is September 30, 2025. They are requesting each community partner provide a letter of support for the MRF. Collaboration in the study does not bind the Town to act on the recommendations of the study and there are no current costs to the Town. Mayor pro tem Peacock made a motion to provide a letter of support for the MRF Study. Seconded by Commissioner Bowen. Passed by all.

Resolution Authorizing Electronic Payments: In order to conduct electronic payments on behalf of the Town, as defined by NC General Statute §159-28 or NC General Statute §115C-441, a Resolution is needed authorizing the Town to engage in electronic payments. The Resolution also authorizes adoption of a Pre-Audit Policy and a Disbursement Policy. Mayor pro tem Peacock made a motion to adopt the proposed Resolution authorizing the Town of Washington Park to engage in electronic payments as defined by NC General Statute §159-28 or NC General Statute §115C-441. Seconded by Commissioner Bowen. Passed by all.

Adoption of Pre-Audit Policy, Disbursement Policy and Credit Card Policy: As stated in the proposed Resolution Authorizing Electronic Payments, the Town must adopt written policies for pre-audit and disbursement. Additionally, a credit card policy is proposed as guidelines for use of a Town authorized credit card. Commissioner Bowen

made a motion to adopt the Pre-Audit Policy, Disbursement Policy and Credit Card Policy. Seconded by Commissioner Rumley. Passed by all.

Commissioners' Reports

Commissioner Dale: The pickleball lines have been repainted on all four (4) courts at a cost of \$1,200. Next purchase will be benches for the tot lot, then put mulch down with any money left. The first digger has been rebuilt and scheduled to be installed tomorrow. Upcoming events: Hannah's Glow Run 9.13.25; Ovarian cancer run 9.27.25; St. Peters event 10.5.25; Smoke on the Water 5K 10.18.25. Sammy Corey sponsoring a wedding on 10.24.26. A wedding is scheduled at Jeff Bennett's house from 4p – 10p on 9.27.25; 35 cars will need to be parked down the 400 block of Isabella; will have music and a food truck on the property.

Commissioner Rumley: On September 1, a drug traffic stop was conducted at Edgewater and Isabella. The Sheriff's Office conducted 27 drive throughs in August. Consider reviving community watch group in the future.

Mayor pro tem Peacock: Be on the lookout for bears – possibly saw one next to Wilder's house while walking the dog. Received a complaint regarding overgrown yard at 403 College Avenue; asked the Clerk to send a letter. Yellow house next to tennis court (320 College Avenue) – soffit falling down on 2nd floor; need to communicate with the owner.

Commissioner Bowen: 108 Spruce Street - letter previously sent regarding overgrown yard. Mowed front yard, some in back yard, but not completed; still appears to have abandoned cars in back yard. Met with Emma Shipley (corner of Small and Spruce Streets) to discuss a driveway permit. Wants to put in a curved driveway in the front. Asked to tile ditch all the way to the next pipe for the driveway on the left-hand side of the house; told her no. Wants to widen the driveway there for more parking. Told her to provide updated drawings to the Clerk for consideration.

Met with Stuart Dudley last week to discuss the median along Isabella between Beech St. and Edgewater. Work would involve cutting the edge down below pavement level and slope toward center of median for drainage to ditch basins, remove / dispose of soil, and re-seed; 600 feet long, 25 ft wide. Quoted price was \$8,000. Based on Commissioner Bowen's research, the quote is below the bottom end of other estimates. Brief discussion regarding pipe at end of Edgewater; it is clear to go to the river but not the best place for a flapper valve. Slope will be 1° from end of road, just enough to have fall. Mayor pro tem Peacock made a motion to approve \$8,000 to have Stuart Dudley perform the work. Seconded by Commissioner Rumley. Passed by all.

Conducted search concerning parking on sides of road – cannot find ordinance that disallows it if community does not have curb and gutter. Propose to allow parking on the side of streets; have to be transitory and disallow storage, trailers, boats.

413 Fairview – residents continually park in street, not all the way off the street. Reach out and ask them to stop parking in the street.

Commercial Property Rezoning request: The Board briefly discussed the recent rezoning and text amendment request received by Black Duck Properties, LLC concerning the vacant commercial property on the east end of town. Based on the

proposal submitted, the Board is not interested in entertaining the request. They do not agree with those lots having access to sewer and not the rest of the community, as well as the proposed lot size.

Commissioner Cowell: One of the trees at 201 Isabella needs to be removed. Dudley is planning to do tree work in town next week; will add that one to the list. Will also follow-up with him concerning Leroy Scott's property.

Clerk's Report

Deposits received in August totaled \$30,321.12 (Ad Valorem / NCVTS: \$361.56, Local Option Sales Tax: \$14,849.79, Solid Waste Disposal Tax: \$70.10, Reimb. RCCP: \$9,589.67, Beaufort County Recreation Funding: \$5,000, Beaufort County Reimb water meter: \$300, Tennis/PB keys: \$150.00). (Mayor Richter stepped out of the meeting, handing it over to Mayor pro tem Peacock.) **Ordinance Review:** Planning Board meeting held August 7. Scheduled to meet with Josh (MEC) September 9 to review second draft incorporating changes/edits. Will distribute back out to Planning Board for input then distribute to the Board and post for public review. **CDs:** mature September 8 and 13; rates 4.25% for 7 months or 4% for 13 months. Mayor pro tem Peacock made a motion to renew the CDs for 13 months. Seconded by Commissioner Dale. Passed by all. Mayor pro tem Peacock then made a motion to leave money in the Capital Reserve CD instead of withdrawing funding to replenish the General Fund account for the purchase of the truck. Seconded by Commissioner Bowen. Passed by all. **Debris removal contract** – Commissioner Rumley made a motion to submit a letter of intent to Southern Disaster Recovery for debris management in the event of a major disaster affecting the community. Seconded by Commissioner Bowen. Passed by all.

Mayor Richter returned to the meeting.

Mayor pro tem Peacock made a motion to go into closed session. Seconded by Commissioner Rumley. Passed by all.

Mayor pro tem Peacock made a motion to come out of closed session. Seconded by Commissioner Bowen. Passed by all.

The next regular meeting will be Monday, October 6, 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 Rumley. Passed by all.

April S. Alligood, Clerk
Town of Washington Park