

**Town of Washington Park
Municipal Building
November 10, 2025, 7:00 p.m.**

United Bank	General Fund	\$ 331,576.55
United Bank	Capital Reserve CD	84,329.17
United Bank	Powell Bill Checking	51,960.07
United Bank	Powell Bill/Saving CD	11,145.42
United Bank	American Rescue Plan Account	<u>98,193.45</u>
Total		\$ 577,204.66

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

Approve Agenda: Mayor pro tem Peacock made a motion to approve the agenda. Seconded by Commissioner Rumley. Passed by all

Public Input: Peter Farrell recognized Commissioner Cowell and Commissioner Dale as outgoing Board members; he presented them with a pen he made from a Washington Park tree that had to be removed.

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

Old Business

320 Isabella Avenue: The Findings of Fact and Order was sent via certified mail on October 13; that copy was never signed for/received. Per instruction from the Town attorney, another copy was mailed via regular mail on November 6. After three days, it can be assumed that copy was delivered, so the Town can now proceed with abatement. The Board was reminded that only nuisance items can be abated; no removal of trees or bushes that may be unsightly. Daily fines of \$25 can also be assessed starting now. The Board asked the Clerk to follow-up with the contractor to move forward with abatement on the yard. They decided to hold on fines for now.

RCCP Update: Engineering/Design of Living Shoreline (LSL) – Phase 3
Received, paid, and submitted for reimbursement invoice from RK&K \$10,798.32 and MEC \$2,550. The project is on track to complete construction design plans by March 31, 2026. The grant application for Phase 4 (construction) will be due in April 2026. Gordon Marsh and Jamie Heath were present and discussed the 60% design plan.

Site 1: Need to address roots to support the tree foundation. Remove some of the existing groin and use to fill in the area to support the trees. Will remove one tree where the root system is up and out of the ground and the tree cannot be saved. Place coir fiber log to stabilize the bank; coir goes away over time, but takes years (15-20). Extend fill/log to additional groin to west. The beach area will still be accessible. Main consideration in design is the sub-aquatic vegetation (SAV) of seagrass. In a wet season, there is less salinity in the water. Seagrass is freshwater, so heavy presence this year. Expect it to fluctuate based on salinity of water. Sills are designed to flow with groins already there. Propose to establish shoreline and extend it; pull groins back

about 5 feet, south. Space between coir fiber log and sill will fill in over time. No expectation of them moving, but need underlayment (foundation) so they will not sink. Install mix of saltwater and non-saltwater landscaping plants all the way to the groin.

Sites 2 and 2A: Remove existing groin; use material as support structure for site 1. Coir fiber log to follow SAV boundary, sills off the logs. Restore cinderblock groin. Pull whole line back 5 feet south, same design layout. Proposal for permit area will be to replant, onsite mitigation. Use of same type of landscaping plants. Permitting agencies will want a monitoring plan in place with project; typically monitor for five (5) years. RK&K has helped monitor other projects in the area. The sills and groins are made of concrete exo-foam; basically, 3d printed. There are a number of pre-set forms they use; can work with customer on height if needed. They are a brown gray in color. Once in water will darken up, and look like the darker cypress brown already there. As they fill in, they are one (1) foot or less above water.

Site 2B: Geotechnical engineers are not willing to approve laying rock over existing area; instead recommend engineered revetment along the point and restaging it as a park scene. That would mean removing some trees in the area to fully stabilize the bank. Will only remove what is necessary and will replant what is removed. Gordon can provide recommendations of native trees that will work in the area. Will need Board approval to move forward with this plan. Mayor pro tem Peacock made a motion to remove what is currently there, to include the old sidewalk pieces, and move forward with the revetment. Seconded by Commissioner Dale. Passed by all.

Site 2C: NC Wildlife recommended only extending the No Wake Zone (NWZ) 50 feet beyond the bridge. The living shoreline (LSL) plan uses sills intermixed with trees in the high need areas. The drainage ditch off Isabella Avenue will not be affected. Will schedule another meeting with the permitting agencies to discuss options between LSL and/or NWZ. Will try to proceed with LSL if approved, but will not know until another meeting is set up.

Gordon will update the 60% plans and work on 90% construction level design plans, for the Board to review. Then will submit final design to grant agency. Would hope to be awarded funds for the entire project, but if not, can phase it out. The overall goal is to get the final plans and permitting in place, then transition to construction. There is a good chance to get close to \$1M in grant funding. SAV and NWZ are the biggest obstacles; however, feel those have been addressed in the proposed plans. The Mayor asked Jamie to prepare a summary of decisions that will be needed. Another public input meeting is not planned; however, Gordon is happy to speak with individuals as needed.

Closing America's Wastewater Access Gap (CAWAG) – Wastewater Analysis: TEAMS meeting October 27; brief review of draft PER. Initial monthly cost estimate per household may be cost prohibitive; will also consider on site upgrades and smaller cluster options. Still planning for a public input meeting in December. Next check-in call scheduled for November 24, 2025.

Stormwater Analysis: Received contract from DEQ – new business.

Update from Townscape Committee: Tree planting along Isabella is scheduled for November 19, with assistance from Gene Fox. Water will be needed the day of planting. Committee members will contact 811, as well as mark locations of where the trees will

be planted. After the tree planting is completed, will put down more grass seed in median. The resident at 706 Shorewood reached out with a concern of a dead tree in the town owned property behind her home. Ms. Farrell asked if Stuart Dudley could take the tree down and mulch it, possibly before November 19; Commissioner Cowell will reach out to Mr. Dudley. Mrs. Farrell developed a form to send residents who have a concern regarding dead trees. When residents contact the Clerk, she can send them the form, and notify the Committee to follow-up. The Committee is also looking for a certified arborist. Discussion regarding benefits of having an arborist available, tree pruning, and training for staff. Mayor Richter said the Board will consider it and get back with the Committee. Brief discussion regarding consideration of a rain garden at the west end of Isabella.

New Business

NC RCCP Phase 3 Grant Agreement for Stormwater Action Plan: The Town received the NC RCCP Phase 3 Grant Agreement for the Stormwater Action Plan. Commissioner Bowen made a motion to approve the Agreement. Seconded by Mayor pro tem Peacock. Approved by all.

Grant Administration Contract with MEC for Stormwater Action Plan: Commissioner Rumley made a motion to approve the Grant Administration Contract with the Mid-East Commission for the Stormwater Action Plan. Seconded by Commissioner Dale. Approved by all.

Budget Amendment: The Capital Outlay section of the General Fund appropriations in the budget needs to be amended in the amount of \$12,000 for the purchase of the 230 roll-out carts. Commissioner Bowen made a motion to approve the Budget Amendment. Seconded by Commissioner Dale. Approved by all.

Commissioners' Reports

Commissioner Dale: The Turkey Trot run, sponsored by Fitness unlimited, is scheduled for Thanksgiving Day; they anticipate 50-75 participants.

Commissioner Rumley: There were no incidents in Washington Park in October and the Beaufort County Sheriff's Office conducted 31 drive-through neighborhood checks. The Mid-East Commission is moving forward with raising houses. Two (2) of those houses are in Washington Park; one of the two is Commissioner Rumley's residence.

Mayor tem Peacock: A solar powered light for the flag pole has been ordered. It mounts on top of flag pole and points light downward. Mayor pro tem Peacock had fun assisting with delivery of the new trash cans; he has much respect for PW Supervisor Todd Askew, and all he does for the Town.

Commissioner Bowen: The driveway permit letter has been approved for 607 Small Street (Shipley); a new circular driveway in the front on Small Street and a 4-foot expansion of the Spruce Street driveway. The residents also wanted to tile the ditch from the Spruce Street driveway to the next dirt driveway by the fence. Originally, they were told no; then the resident provided information, based on her career as a groundwater hydrologist, that the area does not hold water, there are no positives to keeping the open ditch, and the area has suffered erosion over time. Additionally, the residents are willing to pay for the tiling; this would also keep the Town from having to re-work the ditch. Commissioner Bowen thinks these are valid reasons to recommend allowing the residents to tile between the two Spruce Street driveways. The Board gave

consensus to approve the request, providing there was no language in the ordinances to prohibit tiling ditches. Discussion regarding what the ordinance allows and setting precedent. Staff will review the ordinance language and contact the homeowners.

201 Isabella Ave – Kirven: The catch basin at the edge of the driveway is below grade. After review, Stuart Dudley said it can be raised for an approximate cost of \$500. It is the Town's responsibility to address it. Mayor pro tem Peacock made a motion to proceed with having Stuart Dudley raise the catch basin at a cost of \$500. Seconded by Commissioner Dale. Passed by all.

320 River Road visit: Following a site visit on November 6, the overlay drawing from the USACE does not match the markings on site. Commissioner Bowen was not able to give the homeowner a definitive indication of compliance. The Town will follow-up with USACE to see if they can provide specific pin locations. Once we receive updated information from the USACE, this item will be added back to agenda for next steps.

Commissioner Cowell: Referred back to the Townscape Committee update for her report.

Recognized Outgoing council members: Mayor Richter presented resolutions to Commissioner Cowell for 10 years of service and Commissioner Dale for 12 years of service, on the Washington Park Town Board of Commissioners and to the residents of the Town.

Clerk's Report

Deposits received in October totaled \$25,744.06 (Ad Valorem / NCVTS: \$10,711.25; Local Option Sales Tax: \$14,895.81; Reimb. Insurance premium: \$107.00; Tennis/PB keys: \$30.00). **Ordinance Review:** Planning Board meeting held November 5. The Mid-East Commission is updating the draft which will be available for the Town Board and residents to review; anticipate scheduling the public hearing for January. **Planning Board:** received an application from James (Jay) Dixon; The Board agreed to appoint Mr. Dixon to the Planning Board. **Roll-out Carts:** during previous discussions, the Board indicated residents could request a second cart for a fee. Following a brief discussion, the Board consented to charging \$60 for a second cart. **Appointee to the Beaufort County Economic Development Advisory Committee:** The Town was contacted by the Beaufort County Development Office to consider selecting a Town representative to participate on the Economic Development Advisory Committee. Following discussion, the Board recommended considering resident Jay Dixon for the committee.

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

Commissioner Bowen made a motion to return to open session. Seconded by Commissioner Dale. Approved by all.

The next meeting will be held on Monday, December 1, 2025. There being no further business, Mayor pro tem Peacock made a motion to adjourn the meeting. Seconded by Commissioner Rumley. Passed by all.

April S. Alligood, Clerk
Town of Washington Park