

**River Bend Town Council
Work Session Meeting
July 14, 2016**

Present Council Members:	Mayor John Kirkland Luci Avery Bill Camp Irving Van Slyke Pat Yocum
Absent Council Member:	Buddy Sheffield
Town Manager:	Delane Jackson
Town Attorney:	Jimmie Hicks
Town Clerk:	Ann Katsuyoshi
Police Officer:	Ryland Matthews

SURPLUS PUBLIC WORKS AND WATER AND SEWER TRUCKS

Manager Jackson said that, as part of the FY 16-17 Budget, the Council approved the purchase of two new trucks to replace one in Public Works and one in Water and Sewer to replace trucks that were purchased in 2003 and 2004. These trucks have been ordered through the State Contract and should be delivered shortly.

This necessitates the Town disposing the older trucks. In order to do that, the Council must pass Resolutions surplusing this equipment. The Mayor also pointed out that the Town, over the last several years, the Town has used the GovDeals auction site to dispose of its unused equipment to great success. That same system will be used this year.

DISCUSSION – REDUCTION IN EWAB MEMBERSHIP TO SEVEN MEMBERS

Mr. Jackson said that that when the Advisory Boards were established they were slated to have seven members each, except for the Environment and Waterways Advisory Board (EWAB). The EWAB has been operating with seven members for the past several years. After discussions with the Chair, it was concluded that the EWAB has no real need for these additional members. Therefore, the Town is proposing that the membership of the EWAB be reduced to seven members. It was the consensus of the Council that the EWAB establishment ordinance be changed to require only seven members.

APPOINTMENT OF EWAB MEMBER

The Manager said that, with the recent passing of one of its members, the EWAB currently has a vacancy. He presented the Council with the applications the Town has on file for this Board. Councilman Camp will discuss this list with the Chair and make a recommendation at the Regular Meeting.

DISCUSSION – MOSQUITO SPRAYING

Mr. Jackson reminded the Council members that Mr. Ray Silverthorne, Jr., Environmental Health Director for Craven County, will be present at the Regular Meeting to address mosquitoes and the Zika virus.

REVIEW AGENDA FOR THE JULY 21, 2016 COUNCIL MEETING

The Council reviewed the Agenda for the July 21, 2016 Council meeting.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn.** The meeting adjourned at 8:00 p.m.

Ann H. Katsuyoshi
Town Clerk

**River Bend Town Council
Regular Meeting Minutes
July 21, 2016**

Present Council Members:	Mayor John Kirkland Luci Avery Bill Camp Buddy Sheffield Irving Van Slyke Pat Yocum
Town Manager:	Delane Jackson
Town Clerk:	Ann Katsuyoshi
Town Attorney:	Dave Baxter
Police:	Chief Ryland Matthews
Finance Administrator:	Margaret Theis

CALL TO ORDER

The meeting was called to order by Mayor Kirkland at 7:00 p.m. on Thursday, July 21, 2016 in the Town Hall Meeting Room with a quorum present.

PUBLIC ADDRESSES

Mr. Ray Silverthorne, Jr., Environmental Health Director for Craven County, addressed the audience on mosquitoes and the Zika virus. He said that, prior to 2015, Zika virus was found primarily in Africa, Southeast Asia and the Pacific Islands. However, recently there have been a number of cases in South America and a few in North America. Mr. Silverthorne said that the real risk of this disease is to unborn fetuses. The symptoms of this virus are so innocuous that most adults would not even realize that they had it. He said that the CDC recommends that all citizens planning to travel to areas where Zika virus is present consult with their physician beforehand and follow their instructions carefully.

Interested residents may obtain additional information by visiting the CDC's website at www.cdc.gov.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilwoman Avery **moved to approve the Consent Agenda as presented.** The motion carried unanimously. Within this motion the following items were approved:

- A. Approve:
Minutes of the June 9, 2016 Work Session
Minutes of the June 16, 2016 Regular Meeting

ADMINISTRATIVE REPORTS

PARKS & RECREATION/CAC – COUNCILWOMAN LUCI AVERY

Parks and Rec – This Board met on July 6. The Town's 4th of July event was reviewed with suggestions made for continual improvement. Town staff, Barbara Maurer, Parks and Recreation members, the Garden Club, Community Watch and CAC are to be commended for a very

successful day. A total of 65 volunteers contributed their time. New residents were especially impressed with the appearance and the friendliness of this small town. Publicity in the Sun Journal and on TV news was a positive promotion of River Bend.

Parks and Recreation will not meet in August, but have already planned a Bunco afternoon on September 22. The next meeting will be September 7 at 7:00 p.m.

CAC – The CAC scheduled a work day on June 29 to weed and spruce up the Town Hall area in preparation for the 4th of July festivities. The group met on July 13. The main agenda item was a report from a subcommittee of citizens who frequently use the dog park. Suggestions were made on ways to improve the park including planting additional shade trees. The CAC is developing plans for a pet memorial for the dog park area. The next meeting will be September 14 at 1:30 p.m.

Organic Garden - This group met on July 11. Final plans for the July 19 fourth annual Open Garden were discussed along with fall workshops scheduled for September 13 and October 11. Unfortunately, Mother Nature preempted the Open Garden event with a rain storm. The alternate plan was Tidbits From The Garden held on July 20 at Town Hall. Those attending enjoyed refreshments prepared using garden produce, good conversation with neighbors and a pictorial tour of the garden. The next meeting is August 8 at 2:00 p.m.

PUBLIC WORKS AND WATER RESOURCES – MAYOR JOHN KIRKLAND

PWAB Report - The Public Works Advisory Board did not meet in the month of July. The Board's next scheduled meeting will be on August 2nd. This scheduling follows the Board's decision to meet only on an every-other-month schedule unless the Manager determines there is a need for a called meeting.

Vote – Resolution to Surplus Public Works Truck – Mayor Kirkland said that, as part of the FY 16-17 Budget, the Council approved the purchase of two new trucks to replace one in Public Works and one in Water and Sewer to replace trucks that were purchased in 2003 and 2004. These trucks have been ordered through the State Contract and should be delivered shortly.

This necessitates the Town disposing the older trucks. In order to do that, the Council must pass Resolutions surplusing this equipment. The Mayor also pointed out that the Town, over the last several years, the Town has used the GovDeals auction site to dispose of its unused equipment to great success. That same system will be used this year.

Councilman Van Slyke **moved to approve the Resolution to Surplus the Public Works Truck as presented.** The motion carried unanimously.

Vote – Resolution to Surplus Water and Sewer Truck – Again, Councilman Van Slyke **moved to approve the Resolution to Surplus the Water and Sewer Truck as presented.** The motion carried unanimously.

FINANCE – COUNCILMAN IRVING VAN SLYKE, JR.

Financial Report – Finance Administrator Margaret Theis told the Council that the total of the Fund Cash Balances as of June 30, 2016 was \$3,395,511. Ad valorem tax collections were at \$811,358.

Vote – Manager’s Bonus Payment – Councilman Van Slyke said that each year Town employees who have performed beyond normal expectations receive a one-time bonus payment. The same is true for the Town Manager. He said that the Council met in Closed Session at its Work Session on July 14th to discuss the Manager’s performance over the past fiscal year. It was the consensus of the Council that Mr. Jackson has performed his duties for the Town at an exceptional level and should receive a bonus the total of which would net around \$3,000. Councilman Van Slyke **moved to award the Town Manager, Delane Jackson, a bonus for FY 2016-2017 that will equal a net payment of \$3,000.** The motion carried unanimously.

PLANNING BOARD – COUNCILMEMBER PAT YOCUM FOR COUNCILMAN BUDDY SHEFFIELD

Planning Board Report - The Planning Board has completed the compilation of Stormwater Management Ordinances to be placed in a New Chapter for the purpose of facilitating this information in one location. None of these ordinances have changed.

The Board was ready to present this information to Council for consideration. Town Manager Delane Jackson requested that this item be placed on hold. The Environmental & Waterways Board is reviewing information which may require a change in some of the Stormwater Ordinances. This would require a new Public Hearing and vote should a change occur. Mr. Tom Watson of 322 Lochbridge requested the Board consider a change in the ordinance which prohibits the raising of chickens within the boundaries of the Town of River Bend. The Board has taken this matter under advisement.

ENVIRONMENT/WATERWAY – COUNCILMAN BILL CAMP

Councilman Camp said that the EWAB did not meet during July. However, there is an opening on the Board for which the Council has a number of applications. After discussion with the Board Chair, it was decided to appoint Kevin Holihan to the Board. Councilman Camp **moved to appoint Kevin Holihan to the EWAB for a term beginning July 21, 2016 and ending on June 30, 2018.** The motion carried unanimously.

PUBLIC SAFETY – COUNCIL MEMBER PAT YOCUM

CERT – This meeting followed the well-received Severe Weather Fair. Changes to improve on next year’s presentation were discussed along with the results of returned attendees’ surveys. Emphasis on protecting pets and how to prepare your home properly as the storm approaches, i.e. barricading windows and turning off utilities, were requested in the surveys. These items will be included in next year’s Fair.

The American Heart Association has supplied CERT with two kits for hands-on CPR instructions. The kit contains a DVD and a mini-Annie mannequin to blow up and practice the technique. Please remember to wipe the mouthpiece for blowing into with an antiseptic before & after use. To request a loan of one of these kits please call Kelly Walker at 252-474-4846 (cell).

Community Watch - The items discussed were requests for volunteers for July 4 Parade Traffic Control and July 19 Open Garden Event.

Night-out is scheduled for October in River Bend because of the cooler weather. It is planned as a Town event. Robin Beilby volunteered to Chair event.

The next meeting is scheduled for October 19 at 7:00 p.m.

MAYOR'S REPORT

The Mayor said that the July Fourth celebration was a great event and a tribute to the many individual volunteers in our community who invest time and talent in contributing to its success. The members of the Town staff also put a great deal of effort into preparation for the day's activities and in participation on the Fourth.

The young Marines from Cherry Point Marine Corps Air Station have for many years led our Parade and, again, this year they provided a Color Guard detail. These young persons are great representatives of the Marine Corps and their command, their parents; and the Nation can be proud of them.

This year Ms. Darlene Jones sang the National Anthem. I am certain that all agree that her effort was memorable. We were also honored with the large contingent of American Legion Members and the helicopter float that they presented. Other visiting participants involved:

The Antique Car Club
Coastal Carolina Drill Team (Horses)
The River Bend (RB) CERT members
The River Bend Garden Club
Red Caboose Library
Howell Center
Harbourtown Racquet Club
The Navy League
Rhems Volunteer Fire Department
Rhems First Responders

It is also interesting that most of these groups repeat their participation year after year.

Ms. Darleen Jones, who sang the National Anthem, had her parents visiting the area, and they accompanied her. I had the opportunity to meet them and was pleased when they remarked that they were impressed with our Town. They also said that the Town's celebration of the holiday is what America is all about. This chance encounter with these parents and listening to their remarks demonstrates how valuable the events that the Parks and Recreation Board sponsor are for the reputation of the Town.

A number of years ago, then State Senator Jean Preston remarked that the River Bend July Fourth Parade is the only July 4th holiday parade in Craven County. That distinction certainly has been demonstrated by the fact that this year Channel 12 TV scheduled coverage of the parade and broadcast that coverage on the evening news. Thanks again to all who made the event the success that was achieved and in all this the weather cooperated.

Please say thanks to the volunteers involved in this event the next time you see one of them. River Bend is a great community.

At this time please say thank you to our Police Officers as they go about the performance of their duties. Theirs is an often lonely employment not often understood or appreciated, yet they perform in a calm and professional manner. They share their profession with every other law enforcement officer in the nation. On rare occasions one member of that very large community will commit an act of poor judgment and immediately every uniformed officer in the nation has their professionalism questioned. That reaction is unfair just as it would be unfair to question all doctors when a single doctor violates his code. Again, please take the opportunity to thank our Officers for their service.

Manager Jackson recently posted an e-mail to Council Members discussing the meeting that we had with a large number of real-estate agents in late June. At that meeting, following the Manager's presentation about the Town's planning and goals of budget, we indicated that we were open to answer any questions that agents might have as a result of showing homes in River Bend. The only question raised was, "what is the status of expanding sewer service to the entire Town?" I responded that following a well-attended public hearing on the proposed project, the Council voted to abandon the expansion and committed to maintaining the present wastewater treatment infrastructure in compliance with the regulatory mandate in serving the presently served homes. Several agents expressed positive opinions of the Town's appearance and attention to maintenance of public infrastructure.

ADJOURNMENT

There being no further business, Councilman Sheffield **moved to adjourn**. The meeting adjourned at 8:15 p.m.

Ann H. Katsuyoshi
Town Clerk