

**River Bend Town Council
Work Session Minutes
February 10, 2022
Town Hall
6:00 p.m.**

Present Council Members: Mayor John Kirkland
Don Fogle
Brian Leonard
Barbara Maurer
Buddy Sheffield
Bud Van Slyke

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
Finance Director: Mandy Gilbert
Town Attorney: Dave Baxter
Police Chief: Sean Joll

CALL TO ORDER

Mayor Kirkland called the meeting to order at 6:00 p.m. on Thursday, February 10, 2022 at the River Bend Town Hall with a quorum present.

VOTE – Approval of Agenda

Councilman Sheffield motioned to accept the agenda as presented. The motion carried unanimously.

PUBLIC HEARING – Plantation Drive Site for Public Works Building

Councilman Sheffield moved to open the Public Hearing to discuss the Plantation Drive site for a Public Works Building. The motion carried unanimously.

He then invited anyone who wished to address the proposed Plantation Drive site for the Public Works Building to step to the podium to be heard.

With no one stepping forward, Councilman Sheffield moved to close the Public Hearing. The motion carried unanimously.

DISCUSSION – ARP Funds to Offset Revenue Loss

The Manager stated that the Town is using the American Rescue Plan (ARP) funds to construct the new Public Works Administration Building and recently the US Treasury had approved a standard allowance of up to \$10,000,000. The Manager stated that the entire ARP funding for the new Public Works Administration Building is less than \$1,000,000 so the standard allowance would cover all of the funds. The Manager stated that the School of Government recommends that the Manager get Council approval to utilize this allowance, although it is not required.

VOTE – Use ARP Funds to Offset Revenue Loss

Councilman Van Slyke motioned to approve the use of ARP funds as a standard allowance to offset revenue loss. The motion passed unanimously.

VOTE – Board of Adjustment Appointment

Councilman Sheffield motioned to appoint Jon Hall to the Board of Adjustment for the appropriate term. The motion passed unanimously.

DISCUSSION – Sign Ordinance

Councilman Sheffield stated that the Planning Board is currently reviewing the Town’s Sign Ordinance. He stated that he would like to find a way to provide the new restaurant in Town a way to display a sign on property not directly adjoined to the current restaurant property. After discussing multiple options by Council, it was decided to send this issue to the Planning Board to study the signage issue for the restaurant.

VOTE – Direct Planning Board to Study Signage Issue

Councilman Sheffield motioned to direct the Planning Board to study the issue of signage for the marina restaurant. The motion passed unanimously.

Councilman Fogle stated that he would like the Planning Board to also investigate the signage of non-operating businesses within Town limits.

VOTE – Direct Planning Board to Study Non-Operating Business Signage

Councilman Fogle motioned for the Planning Board to consider the status of the Marina Place sign that advertises a business that may or may not exist and if that is something, the Planning Board could modify. The motion passed unanimously.

DISCUSSION – Short-term Rentals

Councilman Leonard stated that the Town of River Bend ordinance does not allow short-term rentals at this time. He feels that the Town should not restrict AIRBNB / FRBO type of short-term rentals. He recommends that the Council send this topic to the Planning Board for their recommendation on what we should do about it. Councilman Leonard stated that he wants short-term rentals to be allowed.

VOTE – Short-term Rentals to Planning Board

Councilman Leonard motioned to direct the Planning Board to study the issue of short-term rentals. The motion passed unanimously.

The Manager asked for a two-minute recess.

DISCUSSION – Advisory Board Ordinance Amendments

The Manager stated that the Council and Advisory Boards have been discussing the Advisory Board Ordinances for a few months now. He stated each Advisory Board and Council have submitted suggestions to amend the ordinance. The Manager stated he had included the changes within the document in the agenda package.

VOTE – Advisory Board Ordinance Amendment - Agenda

Councilman Fogle motioned to retain the language “a written agenda shall be prepared and published no less than” 5 days prior to the meeting. The motion failed. Three nays (Sheffield, Leonard, Maurer)

VOTE – Advisory Board Ordinance Amendment - Minutes

Councilman Fogle motioned to retain the language “and shall include information on attendance, findings, recommendations and actions taken by the board”. The motion passed unanimously.

VOTE – Advisory Board Ordinance Amendment – Town Website

Councilman Fogle motioned to add the language “and shall be published on the Town’s website” at the end of paragraph C on page 3. The motion passed unanimously.

The Manager reviewed Councilman Fogle’s additional recommendations for the Advisory Board Ordinances, which stated that when there are vacancies on an Advisory Board the Council would promote diversity when making a selection. After a consensus of the Council, the Town Attorney

stated he would format the proper wording to be added to the ordinance. Councilman Fogle reviewed his resignation recommendation and after brief discussion, the Council agreed to have the language added to the Advisory Board Ordinance. Councilman Fogle reviewed his annual report recommendation and stated that he feels the Advisory Boards should submit an annual report. The Manager stated that some of the Advisory Boards already submit annual reports and he suggests the reports are submitted by June 30. Councilman Fogle stated he suggested January 15 due to preparation of the budget. After a discussion, the majority of the Council decided that the Town Manager would move forward with incorporating the annual report requirement into the Advisory Board Ordinance.

The Manager reviewed Councilwoman Maurer's recommendations for procedures for applications to Advisory Boards and stated that there is not currently a procedure for applicants to follow. The Council reviewed all of the recommendations and removed item #6 "stating the Council liaison makes motion for an applicant", stating that any Council Member can make the motion. Councilman Fogle stated he recommends adding to the procedure that the applicants are encouraged to attend Council meetings when the applicants are appointed. The Council agreed with adding this statement. The Council agreed to move forward with a procedure for applicants to an Advisory Board.

The Council agreed to table the liaison policy until the Advisory Board Ordinance has been amended.

DISCUSSION – July 4 Activities

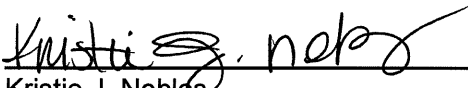
Councilwoman Maurer stated that the Parks and Recreation Advisory Board is seeking direction from the Council regarding the Fourth of July celebration. It was determined that the Council wants a celebration with the traditional parade and picnic with a band. Councilman Fogle stated that he would like the Manager to be responsible for securing a band in an amount not to exceed \$2,000. The Council agreed.

REVIEW AGENDA FOR THE FEBRUARY 17, 2022 COUNCIL MEETING

The Council reviewed the agenda for the February 17, 2022 Council meeting.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn, the motion carried unanimously. The meeting adjourned at 7:46 p.m.



Kristie J. Nobles
Town Clerk