



**TOWN OF RIVER BEND**

**45 Shoreline Drive  
River Bend, NC 28562**

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

## **RIVER BEND TOWN COUNCIL AGENDA**

Work Session Meeting

January 14, 2021

River Bend Town Hall

5:00 p.m.

1. VOTE - Budget Amendment - Jackson
2. Interview Applicants for Council Vacancy - Kirkland
3. Review Agenda – Nobles

Pledge: Councilman Van Syke

**\*\*\*NOTE – DUE TO COVID-19, SEATING IS LIMITED  
AND ON A FIRST-COME BASIS. WE ENCOURAGE  
EVERYONE TO PRACTICE THE 3-W’S.**



**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**January 21, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Van Syke

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. COUNCIL VACANCY – Mayor
  - A. **VOTE** – Select Replacement for Council Vacancy
  - B. Administer Oath of Office to New Council Member
3. RECOGNITION OF NEW RESIDENTS
4. ADDITIONS/DELETIONS TO AGENDA
5. ADDRESSES TO THE COUNCIL
6. PUBLIC HEARINGS
7. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approve:  
*Minutes of the December 10, 2020 Work Session*  
*Minutes of the December 17, 2020 Regular Council Meeting*

8. TOWN MANAGER'S REPORT – Delane Jackson

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

9. Public Safety – Councilman Don Fogle
  - A. Cert
10. Parks & Recreation/CAC – Councilman Brian Leonard
  - A. Organic Garden Report
  - B. Library Report
11. Public Works and Water Resources – Mayor John Kirkland
  - A. PWAB Report
12. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Administrator
  - B. Budget Kickoff
13. MAYOR'S REPORT – Mayor Kirkland
  - A. Council Responsibility Chart
14. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

15. ADJOURNMENT

**\*\*\*NOTE – DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W'S.**

# Town of River Bend

Fiscal Year 2021-2022 Budget Kick-Off

## AGENDA

1. Opening Remarks from Mayor
2. Remarks from Manager/Budget Officer
2. Discussion of Vision Statement-Priorities
3. Discussion of Budget Workshop Schedule & Budget Calendar
4. Preview Proposed Workshop Agendas
5. Preview Budget Brochure
6. Comments from Finance Officer & Council



Please Turn Off Your  
Cell Phones



**TOWN OF RIVER BEND**

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

## **RIVER BEND TOWN COUNCIL AGENDA**

Work Session Meeting

February 11, 2021

River Bend Town Hall

5:00 p.m.

1. Discussion – Amendment to Chapter 9.01 Animals – Jackson
2. Discussion – Budget Amendment – Jackson
3. Discussion – Speeding Enforcement – Chief Joll
4. Discussion – Developing Priority List for Future Projects - Jackson
5. Review Agenda – Nobles

Pledge: Councilman Fogle

**\*\*\*NOTE – DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W'S.**



**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**February 18, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

**Pledge: Fogle**

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approve:  
*Minutes of the January 14, 2021 Work Session*  
*Minutes of the January 21, 2021 Regular Council Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

***Activity Reports***

- A. ***Monthly Police Report*** by Chief Joll
- B. ***Monthly Water Resources Report*** by Director of Public Works Mills
- C. ***Monthly Work Order Report*** by Director of Public Works Mills
- D. ***Monthly Zoning Report*** by Assistant Zoning Administrator McCollum

**ADMINISTRATIVE REPORTS:**

8. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. Parks and Rec Report
  - B. CAC Report
  - C. Organic Garden Report
  - D. Library Report
9. Public Works and Water Resources – Mayor John Kirkland
  - A. PWAB Report

10. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Administrator
  - B. **VOTE** - Budget Amendment – 20-B-05
11. Planning Board – Councilman Buddy Sheffield
  - A. **VOTE** – Amendment to Chapter 9.01 Animals
12. MAYOR'S REPORT – Mayor Kirkland
13. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

14. ADJOURNMENT

**DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W'S.**



**TOWN OF RIVER BEND**

**45 Shoreline Drive  
River Bend, NC 28562**

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

## **RIVER BEND TOWN COUNCIL AGENDA**

Work Session Meeting

March 11, 2021

River Bend Town Hall

5:00 p.m.

1. Discussion – Municipal Election Costs – Meloni Wray
2. Consideration – Audit Committee Recommendation - Jackson
3. Consideration – Position Classification / Pay Plan – Jackson
4. Discussion – Parks and Recreation Advisory Board Recommendation – Maurer
5. Review Agenda – Nobles
6. Closed Session § NCGS 143-318.11(a)(3) – Consult with an Attorney

Pledge: Councilman Leonard

**\*\*\*NOTE – DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W'S.**



## PUBLIC NOTICE

Due to the threat of severe weather, the River Bend Town Council meeting scheduled for 7 p.m. on March 18, 2021 has been postponed until 3 p.m. on March 19, 2021. The meeting will be held in Town Hall at 45 Shoreline Drive. The previously published agenda, which appears on our web page, will remain in effect.



---

John Kirkland, Mayor

Posted March 18, 2021 3 p.m.



**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**March 18, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Leonard

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approve:  
*Minutes of the February 11, 2021 Work Session*  
*Minutes of the February 18, 2021 Regular Council Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Public Works and Water Resources – Mayor John Kirkland
  - A. PWAB Report
9. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Administrator
  - B. VOTE – Audit Contract
  - C. VOTE – Appoint Deputy Finance Officer (Councilman Leonard) to Audit Committee

10. Environment and Waterways – Councilman Brian Leonard
  - A. VOTE – Municipal Election Options
11. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. Parks and Rec Report
  - B. CAC Report
12. MAYOR'S REPORT – Mayor Kirkland
13. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

14. Closed Session § NCGS 143-318.11(a)(3) – Consult with an Attorney
15. ADJOURNMENT

**DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W'S.**



**TOWN OF RIVER BEND**

**45 Shoreline Drive  
River Bend, NC 28562**

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

## **RIVER BEND TOWN COUNCIL AGENDA**

Work Session Meeting

April 8, 2021

River Bend Town Hall

5:00 p.m.

1. **VOTE-** Parks & Recreation Recommendation for July 4<sup>th</sup> Activities
2. Discussion – Reopening Town Facilities
3. Discussion – American Rescue Plan Funding
4. Arbor Day Proclamation
5. Review Agenda – Nobles
6. CLOSED SESSION - NCGS§143-318.11(a)(3)(6)

Pledge: Councilwoman Maurer

**\*\*\*NOTE – DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W'S.**



**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**April 15, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Maurer

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approve:  
*Minutes of the March 11, 2021 Work Session*  
*Minutes of the March 19, 2021 Regular Council Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Administrator
  - B. VOTE – Budget Amendment 20-B-06
9. Planning Board – Councilman Buddy Sheffield
  - A. Planning Board Report
10. Public Safety – Councilman Don Fogle
  - A. VOTE- Reopening Town Facilities

11. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. Parks and Rec Report
    1. VOTE – Parks and Recreation Appointment
  - B. CAC Report
  - C. Organic Garden Report
  - D. Library Report
12. Public Works and Water Resources – Mayor John Kirkland
  - A. PWAB Report
13. MAYOR'S REPORT – Mayor Kirkland
14. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

15. CLOSED SESSION § NCGS 143-318.11(a)(6) – Personnel
16. ADJOURNMENT

**DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W'S.**

# **Town of River Bend**

**Fiscal Year 2021-2022 Budget Workshop**

**Date-April 27**

## **AGENDA**

- 1. Employee Compensation and Benefits**
- 2. Labor Allocations**
- 3. Capital Improvement Plans**
- 4. Utility and Fuel Prices**
- 5. Governing Body**
- 6. Administration**
- 7. Finance**
- 8. Tax Listing**
- 9. Legal Services**
- 10. Elections**
- 11. Street Maintenance**
- 12. Storm Water**
- 13. Public Works**
- 14. Public Buildings**

# Town of River Bend

Fiscal Year 2021-2022 Budget Workshop

**May 4, 2021**

- 15. Police**
- 16. Recreation and Special Events**
- 17. Parks and CAC**
- 18. Emergency Services**
- 19. Animal Control**
- 20. Wetlands & Waterways**
- 21. Leaf & Limb**
- 22. Planning and Zoning**
- 23. General Fund- Revenue/Expense**
- 24. General Fund- Fund Balance**



# Town of River Bend

Fiscal Year 2021-2022 Budget Workshop

**May 11, 2021**

- 25. Water and Sewer Fund Cash Levels**
- 26. Water Fund Departments**
- 27. Sewer Fund Departments**
- 28. Utility Financial Model**
- 29. Water and Sewer Revenue/Expense**



**TOWN OF RIVER BEND**

**45 Shoreline Drive  
River Bend, NC 28562**

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

## **RIVER BEND TOWN COUNCIL AGENDA**

Work Session Meeting

May 13, 2021

River Bend Town Hall

5:00 p.m.

1. Discussion – Revisions to Chapter 15 of Town Ordinances from Planning Board
2. Discussion – Review of Town’s Financial and Budgetary Policies
3. Discussion – Year-End Budget Amendment
4. Review Agenda – Nobles
5. Closed Session – NCGS §143-318.11(a)(3)(6) – Consult with Attorney and Personnel

Pledge: Mayor Kirkland

**\*\*\*NOTE – DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W’S.**

# Town of River Bend

Fiscal Year 2021-2022 Budget Workshop

**May 13, 2021**

## **30. Five-Year Forecast**

- General Fund

## **31. Tax Rates, Utility Rates, and Other Fees**

- Ad Valorem Tax Rate
- Utility Rates and Fees
- Schedule of Rates and Fees



TOWN OF RIVER BEND

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870

F 252.638.2580

www.riverbendnc.org

**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**May 20, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Mayor Kirkland

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS  
Certificate of Recognition – Grace Marie Skahan
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

A. Approve:

*Minutes of the April 8, 2021 Work Session  
Minutes of the April 15, 2021 Regular Council Meeting  
Minutes of the April 27, 2021 Budget Workshop  
Minutes of the May 4, 2021 Budget Workshop  
Minutes of the May 11, 2021 Budget Workshop  
Minutes of the May 13, 2021 Budget Workshop*

7. TOWN MANAGER'S REPORT – Delane Jackson
  - A. Presentation of FY21-22 Draft Budget Message, Ordinance and Schedule of Fees

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Public Works and Water Resources – Mayor John Kirkland
  - A. PWAB Report

9. Finance – Councilman Leonard (for Councilman Van Slyke)
  - A. Financial Report - Finance Administrator
  - B. VOTE – Budget Amendment 20-B-07
  - C. VOTE – Schedule Public Hearing for FY21-22 Budget Proposal
  - D. VOTE – Adopt Financial and Budgetary Policies
10. Planning Board – Councilman Buddy Sheffield
  - A. Planning Board Report
  - B. VOTE - Schedule Public Hearing for Chapter 15 Zoning Ordinance Amendment
11. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. Parks and Rec Report
  - B. CAC Report
  - C. Organic Garden Report
  - D. Library Report
12. Public Safety – Councilman Don Fogle
  - A. CERT
    1. Discussion of Governor's Executive Order # 215
13. MAYOR'S REPORT – Mayor Kirkland
14. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

15. ADJOURNMENT

**DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W'S.**



**TOWN OF RIVER BEND**

**45 Shoreline Drive  
River Bend, NC 28562**

T 252.638.3870

F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

## **RIVER BEND TOWN COUNCIL AGENDA**

Work Session Meeting

June 10, 2021

River Bend Town Hall

5:00 p.m.

1. Public Hearing – FY21-22 Budget Proposal
2. Public Hearing – Proposed Chapter 15 Zoning Ordinance Amendments
3. Discussion – FY 2021-2022 Leaf and Limb Collection Schedule
4. Discussion – Surplus Property Resolution
5. VOTE – FY 2020-2021 Budget Amendment 20-B-07
6. Discussion – Building Use Policy
7. Discussion – Advisory Board Appointments
8. Discussion – Advisory Board Functions and Operations
9. Discussion – July Council Meeting Schedule
10. Review Agenda – Nobles

Pledge: Councilman Sheffield



**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**June 17, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Councilman Sheffield

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL  
A. Joseph D. Kelly

5. PUBLIC HEARINGS

6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

A. Approve:

*Minutes of the May 13, 2021 Work Session*

*Minutes of the May 20, 2021 Regular Council Meeting*

B. Advisory Board Appointments and Reappointments

PLANNING BOARD: Reappoint Keith Boulware, and Kelly Latimer beginning July 1, 2021 and ending on June 30, 2023;

PARKS AND RECREATION: Reappoint Janet Nawojski, Francine Rice and Gloria Kelly to terms beginning July 1, 2021 and ending on June 30, 2023;

ENVIRONMENT AND WATERWAYS ADVISORY BOARD: Reappoint R. Karl Lichty, Jon Hall, and Paige Ackiss to terms beginning July 1, 2021 and ending on June 30, 2023;

COMMUNITY APPEARANCE COMMISSION: Reappoint Lona Farula and Nancy Del'Aria to terms beginning July 1, 2021 and ending June 30, 2023;

BOARD OF ADJUSTMENT: Reappoint Chris Barta and Patty Leonard to terms beginning July 1, 2021 and ending on June 30, 2023; Appoint Paige Ackiss as a member for a term beginning July 1, 2021 and ending on June 30, 2023;

AUDIT COMMITTEE: Reappoint Councilman Irving Van Slyke, Councilman Brian Leonard, Finance Administrator Margaret Theis, and the Town Manager Delane Jackson to terms beginning July 1, 2021 and expiring on June 30, 2022; Appoint Janet Westgate as a member for a term beginning July 1, 2021 and expiring on June 30, 2022.

7. TOWN MANAGER'S REPORT – Delane Jackson

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Administrator
  - B. **VOTE** – FY 2021-2022 Budget Ordinance
9. Environment and Waterways – Councilman Brian Leonard
  - A. EWAB Report
  - B. **VOTE**- Building Use Policy
10. Planning Board – Councilman Buddy Sheffield
  - A. **VOTE** – Chapter 15 Zoning Ordinance Amendments
11. Public Safety – Councilman Don Fogle
  - A. Community Watch
  - B. CERT
12. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. Parks and Rec Report
  - B. CAC Report
  - C. Organic Garden Report
  - D. Library Report
13. Public Works and Water Resources – Mayor John Kirkland
  - A. PWAB Report
14. MAYOR'S REPORT – Mayor Kirkland
15. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

16. CLOSED SESSION - NCGS§143-318.11(a)(5)(6)
17. ADJOURNMENT





TOWN OF RIVER BEND

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870

F 252.638.2580

www.riverbendnc.org

**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**July 15, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Van Slyke

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approve:  
*Minutes of the June 10, 2021 Work Session*  
*Minutes of the June 17, 2021 Regular Council Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Environment and Waterways – Councilman Brian Leonard
  - A. EWAB Report
  - B. VOTE- Absentee Voting Resolution
9. Planning Board – Councilman Buddy Sheffield
  - A. Planning Board Report
  - B. VOTE – Schedule Special Meeting with Advisory Boards

10. Public Safety – Councilman Don Fogle
  - A. Community Watch
  - B. CERT
  - C. VOTE - Title VI Policy
  
11. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. Parks and Rec Report
  - B. CAC Report
  - C. Organic Garden Report
  - D. Library Report
  - E. VOTE - Parks and Recreation Advisory Board Appointments (1) / Community Appearance Commission Advisory Board Appointments (3)
  
12. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Administrator
  - B. VOTE - Award of Surplus Automobile Bid
  - C. VOTE – 2020 Craven County Tax Settlement

13. MAYOR'S REPORT – Mayor Kirkland

14. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

15. CLOSED SESSION NCGS§143-318.11(a)(6)

16. ADJOURNMENT



**TOWN OF RIVER BEND**

**45 Shoreline Drive  
River Bend, NC 28562**

T 252.638.3870

F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

## **RIVER BEND TOWN COUNCIL AGENDA**

**Special Work Session Meeting**

**August 12, 2021**

**River Bend Town Hall**

**7:00 p.m.**

1. Title VI Policy
2. Building Use Policy
3. Retainer Agreement for Legal Services
4. Asset Inventory and Assessment Grant Applications (2) Agreement
5. Statewide Mutual Aid Agreement
6. Eastern Carolina Council Board Appointment
7. **VOTE** – American Rescue Plan Act (ARPA) Project Resolution
8. **VOTE** – ARPA Project Ordinance
9. **VOTE** – Award Bid for Architectural Services
10. Budget Amendment 21-B-01
11. **VOTE** - CDBG Award of Bid for Home Construction
12. Review Agenda – Nobles

Pledge: Councilman Fogle



TOWN OF RIVER BEND

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**August 19, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Councilman Leonard

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approve:  
*Minutes of the July 15, 2021 Regular Council Meeting*
7. TOWN MANAGER'S REPORT – Delane Jackson

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Director
  - B. VOTE - Budget Amendment
  - C. VOTE - Asset Inventory and Assessment Grant Applications (2) Agreement
9. Environment and Waterways – Councilman Brian Leonard
  - A. EWAB Report
  - B. VOTE - Building Use Policy

10. Public Safety – Councilman Buddy Sheffield (for Councilman Don Fogle)
  - A. Community Watch
  - B. CERT
  - C. VOTE - Title VI Policy
  - D. VOTE – Mutual Aid Agreement
  
11. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. CAC Report
  - B. Parks and Rec Report
  - C. Organic Garden Report
  - D. Library Report
  
12. Public Works and Water Resources – Mayor John Kirkland
  - A. PWAB Report
  
13. MAYOR'S REPORT – Mayor Kirkland
  
14. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

15. ADJOURNMENT



**TOWN OF RIVER BEND**

**45 Shoreline Drive  
River Bend, NC 28562**

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

**RIVER BEND TOWN COUNCIL AGENDA**

Work Session Meeting

September 9, 2021

River Bend Town Hall

5:00 p.m.

1. **VOTE** – AIA Grant Resolution - Jackson
2. **VOTE** – The Walker Group Fee Proposal - Jackson
3. **DISCUSSION** – Planning Board Recommendation Update - Jackson
4. **DISCUSSION** – Financial Software Update - Jackson
5. **DISCUSSION** – Flag Honor Guard - Sheffield
6. **DISCUSSION** – Flag Pole Dedication - Leonard
7. **Review Agenda** – Nobles

Pledge: Councilwoman Maurer



TOWN OF RIVER BEND

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870  
F 252.638.2580

www.riverbendnc.org

**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**September 16, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Councilwoman Maurer

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

A. Approve:

*Minutes of the August 10, 2021 Special Council Meeting  
Minutes of the August 12, 2021 Special Work Session  
Minutes of the August 19, 2021 Regular Council Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. Organic Garden Report
  - B. Library Report
  - C. CAC Report
  - D. Parks and Rec Report



**TOWN OF RIVER BEND**

**45 Shoreline Drive  
River Bend, NC 28562**

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

## **RIVER BEND TOWN COUNCIL AGENDA**

**Special Work Session Meeting**

**August 12, 2021**

**River Bend Town Hall**

**7:00 p.m.**

1. Title VI Policy
2. Building Use Policy
3. Retainer Agreement for Legal Services
4. Asset Inventory and Assessment Grant Applications (2) Agreement
5. Statewide Mutual Aid Agreement
6. Eastern Carolina Council Board Appointment
7. **VOTE** – American Rescue Plan Act (ARPA) Project Resolution
8. **VOTE** – ARPA Project Ordinance
9. **VOTE** – Award Bid for Architectural Services
10. Budget Amendment 21-B-01
11. **VOTE** - CDBG Award of Bid for Home Construction
12. Review Agenda – Nobles

Pledge: Councilman Fogle





TOWN OF RIVER BEND

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**August 19, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Councilman Leonard

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approve:  
*Minutes of the July 15, 2021 Regular Council Meeting*
7. TOWN MANAGER'S REPORT – Delane Jackson

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Director
  - B. VOTE - Budget Amendment
  - C. VOTE - Asset Inventory and Assessment Grant Applications (2) Agreement
9. Environment and Waterways – Councilman Brian Leonard
  - A. EWAB Report
  - B. VOTE - Building Use Policy

10. Public Safety – Councilman Buddy Sheffield (for Councilman Don Fogle)
  - A. Community Watch
  - B. CERT
  - C. VOTE - Title VI Policy
  - D. VOTE – Mutual Aid Agreement
  
11. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. CAC Report
  - B. Parks and Rec Report
  - C. Organic Garden Report
  - D. Library Report
  
12. Public Works and Water Resources – Mayor John Kirkland
  - A. PWAB Report
  
13. MAYOR'S REPORT – Mayor Kirkland
  
14. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

15. ADJOURNMENT



**TOWN OF RIVER BEND**

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

**RIVER BEND TOWN COUNCIL AGENDA**

Work Session Meeting

September 9, 2021

River Bend Town Hall

5:00 p.m.

1. **VOTE** – AIA Grant Resolution - Jackson
2. **VOTE** – The Walker Group Fee Proposal - Jackson
3. **DISCUSSION** – Planning Board Recommendation Update - Jackson
4. **DISCUSSION** – Financial Software Update - Jackson
5. **DISCUSSION** – Flag Honor Guard - Sheffield
6. **DISCUSSION** – Flag Pole Dedication - Leonard
7. **Review Agenda** – Nobles

Pledge: Councilwoman Maurer



TOWN OF RIVER BEND

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870  
F 252.638.2580

www.riverbendnc.org

**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**September 16, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Councilwoman Maurer

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

A. Approve:

*Minutes of the August 10, 2021 Special Council Meeting  
Minutes of the August 12, 2021 Special Work Session  
Minutes of the August 19, 2021 Regular Council Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. Organic Garden Report
  - B. Library Report
  - C. CAC Report
  - D. Parks and Rec Report

9. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Director
  - B. **VOTE** – Participation in Debt Setoff Program
  
10. Planning Board – Councilman Buddy Sheffield
  - A. Planning Board Report
  
11. Public Safety – Councilman Don Fogle
  - A. Community Watch
  - B. CERT
  
12. MAYOR'S REPORT – Mayor Kirkland
  - A. Presentation of Constitution Week Proclamation
  
13. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

14. ADJOURNMENT



**TOWN OF RIVER BEND**

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870


F 252.638.2580

www.riverbendnc.org


## PUBLIC NOTICE

The River Bend Town Council will hold a special meeting on September 23, 2021 at 10:00 a.m. at Town Hall, located at 45 Shoreline Drive. The purpose of the meeting is to discuss purchasing new software for the Town of River Bend. The meeting is open to the public.

I have called the special meeting as described above and have directed the Town Clerk to advertise as required by law.

  
\_\_\_\_\_  
John Kirkland, Mayor

9/20/21  
\_\_\_\_\_  
Date

Posted 9-20-21 10:50AM 



**TOWN OF RIVER BEND**

**45 Shoreline Drive  
River Bend, NC 28562**

T 252.638.3870

F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

## **RIVER BEND TOWN COUNCIL AGENDA**

Work Session Meeting

October 14, 2021

River Bend Town Hall

5:00 p.m.

1. VOTE – Approval of Agenda – Kirkland
2. DISCUSSION – Site Selection for ARPA Project - Jackson
3. DISCUSSION – Audit Committee Appointment – Van Slyke
4. DISCUSSION – CAC Appointment - Maurer
5. DISCUSSION – Budget Amendment 21-B-03 - Jackson
6. DISCUSSION – Blackboard Notification System User Roster - Jackson
7. DISCUSSION – Parks and Recreation Advisory Board Matter - Kirkland
  - a. VOTE – Approval of Discussion Procedure
  - b. DISCUSSION – Letters from Parks and Recreation Advisory Board Members
8. Review Agenda – Nobles

Pledge: Mayor Kirkland



**TOWN OF RIVER BEND**

**45 Shoreline Drive  
River Bend, NC 28562**

T 252.638.3870

F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

## **RIVER BEND TOWN COUNCIL AGENDA**

Work Session Meeting

November 10, 2021

River Bend Town Hall

5:00 p.m.

1. VOTE – Approval of Agenda
2. VOTE- Records Retention Policy
3. VOTE – 2022 Holiday Schedule and Council Meeting Schedule
4. DISCUSSION – Parks and Recreation Advisory Board Appointment
5. DISCUSSION – Advisory Board Ordinance Update
6. DISCUSSION – Audit Report Presentation
7. DISCUSSION – Public Hearings / Planning Board Recommendation
8. DISCUSSION / VOTE – BRIC Grant Application
9. Review Agenda – Nobles
10. Closed Session § 143-318.11(a)(3) (6) – Consult with Attorney, Personnel

Pledge: Councilman Sheffield





## RIVER BEND TOWN COUNCIL AGENDA

Regular Meeting  
November 18, 2021  
River Bend Town Hall  
7:00 p.m.

Pledge: Councilman Sheffield

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
  - a. Chapter 15.01 Subdivision Ordinance – Recommendation A
  - b. Chapter 15.02 Zoning Ordinance – Recommendations B & C
6. SPECIAL PRESENTATION – Audit Presentation for Fiscal Year 2020-2021 – Pettway, Mills & Pearson
7. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Approve:  
*Minutes of the September 9, 2021 Work Session*  
*Minutes of the September 16, 2021 Regular Council Meeting*  
*Minutes of the September 23, 2021 Special Meeting*  
*Minutes of the October 14, 2021 Work Session*  
*Minutes of the October 21, 2021 Special Meeting*

8. TOWN MANAGER'S REPORT – Delane Jackson

### **Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

## **NOTICE OF PUBLIC HEARING**

The Town Council of the Town of River Bend will conduct a public hearing on November 18, 2021 to gather public comments on proposed amendments to Chapter 15.01 of the Town's Zoning Ordinance-Subdivisions and Chapter 15.02-Zoning. The public hearing will begin at 7 p.m. at Town Hall, located at 45 Shoreline Drive, River Bend, NC. A copy of the proposed amendments are available from the Zoning Department or they can be viewed online by visiting the town's web page at [www.riverbendnc.org](http://www.riverbendnc.org) and clicking on the "Proposed Amendments" tab. The town's rules for conducting a public hearing will be followed.



**TOWN OF RIVER BEND**

45 Shoreline Drive  
River Bend, NC 28562


T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

With the power vested in me as Mayor, I hereby call for a special meeting as described below.

**PUBLIC NOTICE**

The River Bend Town Council will conduct a Special Meeting on Monday, November 22, 2021 at 11:00 a.m. at Town Hall, located at 45 Shoreline Drive. The purpose of the meeting is to discuss the town's proposed American Rescue Plan project of a new water / sewer administration building and possible site locations for it. The meeting is open to the public.

  
\_\_\_\_\_  
John Kirkland, Mayor

11/10/2021  
Date

Posted 11/10/21 4:53pm



## TOWN OF RIVER BEND

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

### RIVER BEND TOWN COUNCIL AGENDA

Work Session Meeting

December 9, 2021

River Bend Town Hall

5:00 p.m.

1. **VOTE** – Approval of Agenda
2. DISCUSSION – Update on Public Hearing for 25 Shoreline Drive Use
3. **VOTE** – Record Retention Policy
4. DISCUSSION – Update on Wolfer Property Foreclosure
5. DISCUSSION – Update on NC Senate Bill 300 Requirements
6. DISCUSSION – Council Retreats as Requested by Councilman Van Slyke
7. DISCUSSION – Bid Opening Results for ASADRA Water Meter Grant Project
8. REVIEW AGENDA – Nobles
9. CLOSED SESSION – NCGS 143-318.11(a)(3)(6)

Pledge: Councilman Van Slyke



**RIVER BEND TOWN COUNCIL AGENDA**  
**Regular Meeting**  
**December 16, 2021**  
**River Bend Town Hall**  
**7:00 p.m.**

Pledge: Councilman Van Slyke

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

*All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

A. Approve:

*Minutes of the November 10, 2021 Work Session  
Minutes of the November 18, 2021 Regular Council Meeting  
Minutes of the November 22, 2021 Special Meeting*

7. TOWN MANAGER'S REPORT – Delane Jackson

**Activity Reports**

- A. **Monthly Police Report** by Chief Joll
- B. **Monthly Water Resources Report** by Director of Public Works Mills
- C. **Monthly Work Order Report** by Director of Public Works Mills
- D. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Planning Board – Councilman Buddy Sheffield
  - A. Planning Board Report
9. Public Safety – Councilman Don Fogle
  - A. Community Watch
  - B. CERT
10. Parks & Recreation/CAC – Councilwoman Barbara Maurer
  - A. Parks and Rec Report
  - B. CAC Report
  - C. Organic Garden Report
  - D. Library Report

11. Finance – Councilman Irving Van Slyke, Jr.
  - A. Financial Report - Finance Director
12. Environment and Waterways – Councilman Brian Leonard
  - A. EWAB Report
13. MAYOR'S REPORT – Mayor Kirkland
14. PUBLIC COMMENT

*The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.*

15. ADJOURNMENT

# **NOTICE OF PUBLIC HEARING**

The Town Council of the Town of River Bend will conduct a public hearing on December 16, 2021 to gather public comments on the future location of a new building to house the operations of the town's water, sewer and public works departments. Those operations are currently located at 115 Wildwood Drive. The new building is proposed to be located at 25 Shoreline Drive on the same lot as the existing Rhems Fire Substation. The public hearing will begin at 7 p.m. at Town Hall, located at 45 Shoreline Drive, River Bend, NC. The town's rules for conducting a public hearing will be followed.

The map to the left is a map of the property at 25 Shoreline Drive. It also shows:

1. The existing buildings on the lot (highlighted in yellow)
2. The existing water tower (highlighted in blue)
3. The proposed new buildings (highlighted in orange)
4. The location of a proposed stormwater retention pond (highlighted in green)

Note that the exact size, shape, dimensions and locations of the new buildings and the stormwater pond have not been finalized.

Below is a vicinity map of the 25 Shoreline Drive property, with the subject property being outlined in blue.