

**River Bend Town Council  
Regular Meeting Minutes  
May 21, 2020  
River Bend Town Hall  
7:00 P.M.**

Present Council Members:	Mayor John Kirkland Don Fogle Brian Leonard Bud McClard Buddy Sheffield Irving Van Slyke
Town Manager:	Delane Jackson
Town Clerk:	Ann Katsuyoshi (by phone)
Town Attorney:	Dave Baxter (by phone)
Finance Administrator:	Margaret Theis (by phone)
Police Chief:	Sean Joll

Because of the COVID 19 restrictions limiting gatherings to 10 people or fewer, it was necessary for the Town Attorney, Town Finance Administrator and Town Clerk to attend the meeting via telephone (ZOOM). The meeting room could accommodate three residents attending.

**CALL TO ORDER**

The meeting was called to order by Mayor Kirkland at 7:00 p.m. on Thursday, May 21, 2020 in the Town Hall Meeting Room with a quorum present.

**CONSENT AGENDA**

The Mayor presented the Council with the Consent Agenda. Councilman McClard **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 March 12, 2020 Work Session*
  - Minutes of the March 19, 2020 Regular Meeting*
  - Minutes of the April 9, 2020 Work Session*

**PRESENTATION OF DRAFT BUDGET MESSAGE AND ORDINANCE**

The Manager provided the Council with copies of the draft Budget Message and Ordinance. He said that it will be available to the public on May 28 and will be posted on the Town's website.

**ADMINISTRATIVE REPORTS**

**ENVIRONMENT AND WATERWAYS ADVISORY BOARD – COUNCILMAN BRIAN LEONARD**

The Environment and Waterways Advisory Board did not meet this month because of COVID-19 restrictions on meetings. However, there is still a vacancy on this Board and Councilman Leonard encouraged interested residents to apply.

## **PARKS & RECREATION/CAC – COUNCILMAN BUD MCCLARD**

Again, all Advisory Board meetings were canceled. However, Councilman McClard said that the Organic Gardening is continuing its work.

**Vote – Approve Contracts with KA Jones Management: Landscaping, Mowing, Leaf and Limb -** Mr. McClard reminded the Council that this item was discussed at the Work Session. Each of these is a separate contract and will be voted on individually.

Councilman McClard **moved to award the contract for landscaping services to K.A. Jones Design Services for the period of July 1, 2020 to June 30, 2022, and authorize the Mayor to sign on behalf of the Town.** The motion carried unanimously.

He then **moved to award the contract for mowing services to K.A. Jones Design Services for the period of July 1, 2020 to June 30, 2022, and authorize the Mayor to sign on behalf of the Town.** The motion carried unanimously.

Mr. McClard **moved to award the contract for leaf and limb pick up services to K.A. Jones Design Services for the period of July 1, 2020 to June 30, 2022, and authorize the Mayor to sign on behalf of the Town.** The motion carried unanimously.

**Vote – Appoint Dave Moazed to the Parks & Recreation Board for a term beginning May 21, 2020 and expiring June 30, 2021 –** Councilman McClard said that Dave Moazed has requested to join the Parks and Recreation Advisory Board. He **moved to appoint Dave Moazed to the Parks & Recreation Board for a term beginning May 21, 2020 and expiring June 30, 2021.** The motion carried unanimously.

## **PUBLIC WORKS – MAYOR JOHN KIRKLAND**

The Mayor said there was no PWAB meeting this month and a very important issue facing the Board is the retirement of several Board Members. The Board now needs as many as four new members. If there are persons interested in serving on this Board, the Mayor would be pleased to talk with them to answer questions as to the function of the Board.

**Vote – Adopt Pamlico Sound Regional Hazard Mitigation Plan –** The Manager said that the current Plan expires of June 3. These are 5-year plans. The document is 653 pages long and is available on the Town's website.

Councilman Van Slyke **moved to adopt the Pamlico Sound Regional Hazard Mitigation Plan as presented.** The motion carried unanimously.

## **FINANCE – COUNCILMAN IRVING VAN SLYKE, JR.**

**Financial Report –** Town Manager Delane Jackson told the Council that the total of the General Fund Cash Balances as of April 30, 2020 was \$4,834,841. Ad valorem tax collections were at \$652,368.

**Vote – Approve Budget Amendment 19-B-09 –** Councilman Van Slyke **moved to approve Budget Amendment 19-B-09 as presented.** The motion carried unanimously.

### **PLANNING BOARD – COUNCILMAN BUDDY SHEFFIELD**

Councilman Sheffield reported that the Planning Board met on May 7 to discuss the changes to the Flood Damage Prevention Ordinance.

### **PUBLIC SAFETY – COUNCILMAN DON FOGLE**

Councilman Fogle said that the CERT and Community Watch did not meet this month.

**Vote – Approved Alternate Egress Resolution** - The Manager said that this is the Resolution discussed in the Budget Workshops about the need to find an alternative egress route for residents in case of an emergency. Councilman Fogle moved to approve the Alternative Egress Resolution as presented. The motion carried unanimously.

### **MAYOR'S REPORT**

The Mayor said that the development of the Town's 2020-2021 Budget has already been discussed. This was a compressed development schedule that the Council, Manager and Staff worked through in producing the document in time to meet the State mandated completion of municipal budgets. The Town is fortunate that the Council, Manager and staff are dedicated individuals and accept their responsibility for working up the budget documents.

The conduct of Town governing business has continued during this pandemic while complying with the Governor's "social distancing" rules. We are fortunate that the entire staff has continued to work a normal schedule and the residents have not experienced any interruption of service from the Town-owned utilities.

Most certainly, everyone looks forward to the day when the nation will arrive at what will be the new normal for our lives. We in River Bend need to accept that how we adapt will be at the speed and under the format that State agencies direct. To move faster or without consideration of mandated restrictions would be wasteful.

### **ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield **moved to adjourn**. The meeting adjourned at 7:45 p.m.

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Ann Katsuyoshi  
Town Clerk