

**River Bend Town Council**  
**Work Session Minutes**  
**June 11, 2020**  
**River Bend Town Hall**  
**5:00 P.M.**

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

**PUBLIC HEARING – FLOOD DAMAGE PREVENTION ORDINANCE AMENDMENT**

Town Manager Delane Jackson told the Council that he has not received any public comments on this item. The Town advertised this Public Hearing on our website and in our e-news. As required by law, we have also run two half-page ads in the newspaper. The Planning Board has taken action on the Flood Damage Prevention Ordinance Amendment and the State of North Carolina has reviewed and approved our proposal. The language used in the Amendment was dictated by FEMA. The Town Attorney has also reviewed the proposed Amendment. Mayor Kirkland pointed out that the Council has discussed the necessity of making these changes over several meetings.

Councilman Sheffield **moved to go into Public Hearing to discuss the Flood Damage Prevention Ordinance Amendment.** The motion carried unanimously.

He then invited anyone who wished to address this proposed Amendment to step to the podium and be heard.

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

The Council will vote on the Amendment at its Regular Meeting on June 18<sup>th</sup>.

**PUBLIC HEARING – FY 2020-2021 TOWN BUDGET**

Councilman Van Slyke noted that, because of COVID-19, we are on a compressed schedule this year. However, despite the delays, the Council and staff have been able to

construct a balanced budget without the need for reducing services or a property tax increase.

He moved **to go into Public Hearing to discuss the proposed Fiscal Year 2020-2021 Budget.** The motion carried unanimously.

He then invited anyone who wished to address this proposed Budget to step to the podium and be heard.

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

The Council will vote on the Budget at its Regular Meeting on June 18<sup>th</sup>.

#### **FY 2020-2021 LEAF AND LIMB PICKUP SCHEDULE**

The Manager pointed out the proposed Leaf and Limb Schedule for the upcoming fiscal year. He said that it follows the same schedule that the Town has used for several years.

#### **ADVISORY BOARD REAPPOINTMENTS**

Mr. Jackson reminded the Council that Advisory Board reappointments will be made at the Regular Meeting.

#### **STATEWIDE MUTUAL AID AGREEMENT REVISION**

The Manager said that the Town has participated in this Agreement for many years. He, therefore, recommended that the Town approve the minor modifications made to the Agreement.

#### **VOTE - HAZARD MITIGATION PLAN RESOLUTION**

Manager Jackson told the Council that the Town has participated in the Pamlico Sound Regional Hazard Mitigation Plan for several years. It includes the county and the other municipalities within the county. It was our participation in this plan that allowed us to begin the clean-up process so quickly after Hurricane Florence.

Councilman Fogle **moved to approve the Hazard Mitigation Plan Resolution as presented.** The motion carried unanimously.

**DEDICATION OF ROADS INTO TOWN STREET SYSTEM: VIRGINIA COURT AND QUARTERDECK III**

Mr. Jackson said that we need to accept these two streets into our system before July 1 so that we can include them in our Powell Bill report. The Town's engineer has inspected both and has deemed them ready to accept.

**VOTE – FY 2019-2020 YEAR-END BUDGET AMENDMENT**

Manager Jackson said that this is our usual year-end clean up Amendment. It does not involve any new funds; just reallocating already appropriated funds to the departments where they are needed such as the funds to purchase furniture for the new Municipal Building.

Councilman Van Slyke **moved to approve the Fiscal year 2019-2020 Budget Amendment as presented.** The motion carried unanimously.

**DISCUSSION – JULY 4<sup>TH</sup> EVENT**

Councilman Sheffield proposed that he and one other vehicle do a Takeout Parade on July 4. The Town has cancelled its normal July 4<sup>th</sup> activities because of COVID-19 and the ongoing construction on Town Hall building. So, Councilman Sheffield proposed driving through the Town playing patriotic music and handing out small American flags. He would also like the Town to advertise this event.

The Council members discussed this item at some length. It was determined that, in order to advertise this event, it needed to be sanctioned by the Town. Councilman Sheffield **moved that the proposed Take-out Parade be designated an official Town event.** The motion carried unanimously.

**DISCUSSION – SUBDIVISION ORDINANCE**

Councilman Leonard asked why sidewalks were not being required in new subdivisions. He said that he thought they would add property value and would provide a safer place for residents to walk. After some discussion, it was decided to return this item to the Planning Board for consideration.

**APPOINT JON HALL TO THE ENVIRONMENT AND WATERWAYS ADVISORY BOARD**

Mr. Leonard said that Mr. Hall will be appointed to the Environment and Waterways Advisory Board to fill an unexpired term.

## **FINANCIAL AND BUDGETARY POLICY AMENDMENT**

Town Manager Jackson said that, until recently, state law mandated that the Town make a bank deposit every day, regardless of the amount of money collected that day. Recently, the state law has changed and now we are only required to make a deposit on the days that we collect at least \$500, or when our total amount collected over more than one day is \$500. We need to update our policy to reflect this change.

### **CLOSED SESSION**

Councilman Sheffield **moved to go into a Closed Session under NCSG 143-328.11(a)(6), the Personnel exemption to the Open Meetings Law.** The motion carried unanimously. The Council entered Closed Session at 6:20 p.m.

### **OPEN SESSION**

Councilman Sheffield **moved to return to Open Session** at 7:05 p.m. The motion carried unanimously.

Bud Van Slyke **motioned to award a bonus to the Town Manager in the amount of \$4,500.** The motion carried with four ayes and one nay (Fogle).

Brian Leonard **motioned to award an additional bonus to the Finance Assistant in the amount of \$900.** The motion carried with four ayes and one nay (Fogle).

### **ADJOURNMENT/RECESS**

There being no further business, Councilman Sheffield **moved to adjourn.** The meeting adjourned at 7:18 p.m.

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Ann Katsuyoshi  
Town Clerk