

**River Bend Town Council
Regular Meeting Minutes
February 20, 2020
River Bend Town Hall
7:00 P.M.**

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

CALL TO ORDER

The meeting was called to order by Mayor Kirkland at 7:00 p.m. on Thursday, February 20, 2020 in the Town Hall Meeting Room with a quorum present.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman Sheffield **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 January 9, 2020 Work Session
Minutes of the January 16, 2020 Regular Meeting*

ADMINISTRATIVE REPORTS

FINANCE – COUNCILMAN IRVING VAN SLYKE, JR.

Financial Report – Finance Administrator Theis told the Council that the total of the General Fund Cash Balances as of January 31, 2020 was \$4,943,558. Ad valorem tax collections were at \$76,138.

Vote – Approve Budget Amendment 19-B-07 – Councilman Van Slyke reminded the Council that this Budget Amendment was discussed at the Work Session. He **moved to approve Budget Amendment 19-B-07 as presented.** The motion carried unanimously.

Vote – Approve Resolution to Surplus Police Vehicle - At the Work Session, the Council agreed to purchase a new squad car early rather than make expensive repairs to an old one. In order to sell the retired vehicle, the Council must approve a Resolution to surplus this asset.

Councilman Van Slyke **moved to Approve the Resolution to Surplus Police Vehicle as presented.** The motion carried unanimously.

PLANNING BOARD – COUNCILMAN BUDDY SHEFFIELD

Planning Board – Councilman Sheffield said that the regular meeting of the Planning Board was held at 6:00pm, February 6th at Town Hall. A quorum was present. There were no visitors.

Chairman Lippert called the meeting to order. The usual reports were given. The Board continued its work in assuring that Town ordinances and zoning laws are up to date and ready for any future development of the Northwest quadrant. Topics of discussion included the site planning manual, sidewalk requirements, underground utilities, etc. Attention was given to make sure that development guidelines are up to date in light of recent revisions to “yard” definitions and illustrations, accessory building permits, etc.

The Board pointed out that the Schedule of Fees has not been amended since 2009 and suggested that the Council take a look at it. At the end of the discussions, Chairman Lippert said he would compile a list of possible changes and updates for the Board to vote on at the next meeting. That meeting will be held March 5th at 6:00 p.m. The public is invited to attend.

PUBLIC SAFETY – COUNCILMAN DON FOGLE

CERT – The CERT Team met on January 22, 2020 in the Town Hall Conference Room. The meeting began at 7:00 p.m. with 12 members in attendance. The October 2019 meeting minutes were reviewed and approved. No meetings were held in November or December 2019 due to holiday conflicts.

After a brief discussion about hurricane impacts, Mary Holihan presented the first in a series of FEMA Incident Command System lessons via Powerpoint. The title of the training was “Introduction to Incident Command System” or ICS 100. The meeting adjourned at 8:00 p.m. The next CERT meeting will be on February 26, 2020 and will start at 7:00 p.m.

Community Watch – The River Bend Community Watch met on February 18th. The minutes from the October, 2019 meeting were approved.

Chief Joll made a presentation about items for Community Watch submitted for consideration in the Town’s 2020/2021 budget. They include six new radios, new shirts and “Safe Community Information Packet” brochures. He also reviewed and explained the Monthly Police Report, as he does at each Council meeting.

Community Watch is in desperate need of new members. Ideas were shared about how to recruit new members. One idea involved printing up business cards that patrollers could distribute when they see residents while on patrol. The cards could include an explanation about what Community Watch involves and the date and time of future meetings.

Egon Lippert was unanimously selected as the President for the coming year and Jim Kelly was, likewise, selected as the Vice-President. The next meeting is scheduled for June 17, 2020 at 7:00 p.m.

ENVIRONMENT AND WATERWAYS – COUNCILMAN BRIAN LEONARD

EWAB – Councilman Leonard said that Chairmen Jim Stevens called the meeting to order at 7:00 p.m. All current members of EWAB were in attendance.

Old business:

No Wake signs for canal - A recommendation was voted on and approved to have the Manager provide proposals for three signs listing the entire canal system is a no wake zone.

Dredging status was discussed. We still haven't gotten the contractor to submit a bid. Other options were discussed about maintaining the canals.

New Business:

The EWAB 2020 budget has been submitted.

It was brought up that Mulberry Lane has stormwater drainage issues during heavy rains. More information is needed to determine what, if anything, needs to be done to fix it.

There is still one vacancy on EWAB. The public is welcome to attend all EWAB meetings. The next meeting will be on March 2, 2020 at 7:00 p.m. in Town Hall.

PARKS & RECREATION/CAC – COUNCILMAN BUDDY SHEFFIELD FOR COUNCILMAN BUD MCCLARD

CAC - The Community Appearance Commission (CAC) will meet next March 18 at 1:30 p.m.

Parks and Recreation - Bunco was a great success and there seemed to be interest in possibly holding more and possibly regular Bunco gatherings.

Quilling was also popular with all seats being taken within a few days. The participants all had a great time and made great craft projects.

Upcoming Projects:

March 14th – River Bend Showcase. This is a private function but Parks and Recreation will have a table and will provide information about parks and recreation benefits available in River Bend.

March 17th - St. Patrick's Day BINGO – Event will be held on the 3rd Tuesday of March. Flyers are currently being designed.

April 11th - Easter Egg Hunt. This is an annual event that is quite popular. Detailed information is coming soon.

May 10th – Mother's Day - Fairfield Harbour Chorus at River Bend Baptist Church.

May - Sunday in the Park. Exact date to be determined.

The next Meeting is March 4 at 7:00 p.m.

Red Caboose Library - Gloria Kelly has replaced Linda Kloph as liaison between Parks & Rec and the Red Caboose Library. Gloria will attend Parks & Rec meetings in that capacity. The Library is working on a new program to showcase authors. The current author will be met with a book signing and discussion about caring for caregivers.

A donation of 200 new books was made to the Library by Phil Bowie, a judge in the prestigious Edgar Awards for Mystery Writers of America. Mr. Bowie, a known local author, has mentioned he may donate some time to RCL.

The Library is receiving comments about the success of the Readers at the Holiday Tree Lighting party. They mentioned that perhaps something similar could happen at the Easter Egg Hunt for the youngest.

Organic Garden - January was busier in the garden. Planting plans were developed and crop rotation schedules were updated. Detailed records of vegetable and herb planting are available from the inception of the garden to the present.

Plans are in place for the Fifth Annual Roundtable for Gardeners. The workshop will be presented on Tuesday, February 18th at 6:30 p.m. in the Council meeting room. Three leaders will field gardening questions from the audience. Following the Workshop, winter-themed refreshments will be served. Contact Dee Smith to reserve your seat. Call 252-634-3192 or email howwwdeeee@embarqmail.com.

The Green Team met twice in January. Members planted three rows of mustard and sowed asclepias seeds in milk jugs that function as mini greenhouses. After a lesson on composting, team members worked on the compost bins at the garden. Garden volunteers attended the January 28th meeting of the Carolina Nature Coalition, where the Green Team offered a presentation on their activities including their work at the River Bend Community Organic Garden. Dick Mazziotti will restart the hives when he picks up two new packages of bees on March 27th.

PUBLIC WORKS – MAYOR JOHN KIRKLAND

PWAB – Mayor Kirkland said that the PWAB met on February 4. The Public Works Superintendent was absent due to a sewer backup in the Quarterdeck area. Manager Jackson responded to a discussion that followed a review of an article from the February 4 Sun Journal presented by Board Chairman. That article discussed the possible negative aspects of chlorine for disinfecting potable water supplies. Manager Jackson stated that chlorine tests are performed on Town water daily, as required by N.C. regulations and that our operations are within the mandated limits.

The Manager presented a NC School of Government Water and Wastewater Rate Dashboard. This program was projected from the school's website to the conference room's large screen television. The dashboard shows water and sewer cost for most municipalities in the state. Manager Jackson pointed out that there are variables that create different rates for each municipality. In effect, there is truly no apples-to-apples comparison.

Mr. Jackson said that the new building is progressing nicely.

The need for River Bend signage at the appropriate exit from the newly opened express highway Pollocksville Bypass was discussed. Mayor Kirkland reported that Manager Jackson had emailed NCDOT of this need including pictures of the exit location. No answer has been received from the DOT as of this date. The Mayor also brought this to the attention of the DOT representative at the recent New Bern MPO meeting and furnished the representative a copy of the Manager's letter.

The next meeting of the Board will be April 7, 2020.

MAYOR'S REPORT

Mayor Kirkland said his March 2019 report titled "Light at the End of the Tunnel" documented that the Town Council at their March meeting unanimously authorized Manager Jackson to direct the architect working the development of the project called Building Utilization Strategy (BUS) to proceed with completing working drawings. Further that we should proceed to receive bids for construction of the new building that would house the Town Police Station and provide more meeting room space.

Those building plans were developed and bids received. The low bid was submitted by Bruin Builders and a contract awarded.

Construction began with site work started on November 28. From that date to present, work on the building has progressed at a rate that has resulted in the project moving toward completion. As of February 7, 2020 the building is closed in, windows are in place, the roof structure is complete, minus skylights, plumbing and HVAC systems are roughed in; clearly, the builder has managed the project efficiently.

The Council, in approving the project, also approved the relocation of the basketball court. That project element is complete except for the placing of new goals and backboards and, of course, the court painting. This much used recreational facility will be greatly appreciated by the population of young persons that spend many hours honing their basketball skills.

The completed Fiscal Year 2019-2020 budget commitment to these projects will serve the Town well for many years to come.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn**. The meeting adjourned at 7:35 p.m.

Ann H. Katsuyoshi
Town Clerk