

**River Bend Town Council  
Work Session Minutes  
April 10, 2025  
Town Hall  
5:00 p.m.**

Present Council Members: Mayor Mark Bledsoe  
Lisa Benton  
Brian Leonard  
Kathy Noonan  
Jeff Weaver  
Buddy Sheffield

Town Manager: Delane Jackson  
Town Clerk: Kristie Nobles  
Finance Director: Mandy Gilbert  
Town Attorney: Trey Ferguson

Members of the Public Present: 9

**CALL TO ORDER**

Mayor Bledsoe called the meeting to order at 5:00 p.m. on Thursday, April 10, 2025, at the River Bend Town Hall with a quorum present.

**VOTE – Agenda - Addition / Deletion**

*Councilwoman Noonan motioned to amend the agenda by moving item 6 above item 2. The motion carried unanimously.*

**VOTE – Approval of Agenda**

*Councilwoman Noonan motioned to accept the agenda as amended. The motion carried unanimously.*

**Discussion – CAC Median Project Recommendation**

Councilwoman Benton stated that the Community Appearance Commission “CAC” recommendation for the Plantation Drive Median was included in the agenda package. She also stated that CAC has scheduled a Special Meeting with Elena Ruth Designs on April 22 and this meeting will be a question-and-answer session for the public input. Councilwoman Benton stated that she wanted to make sure that the public knew that no one has suggested removing the median.

At this time, Councilwoman Benton asked to be excused from the meeting due to a family emergency.

**VOTE – Benton Excusal**

*Councilman Leonard motioned to excuse Councilman Benton due to a family emergency. The motion carried unanimously. Councilwoman Benton left at 5:05 p.m.*

**Discussion – Sponsorship policy**

The Town Manager stated that the revised draft of the proposed Sponsorship Policy was included in the agenda. The Council agreed to vote on the draft policy at the next meeting.

**Discussion– Authorized Agent Resolution for Phase II Water and Wastewater Grants**

The Town Manager stated that the two attached resolutions are a part of the grant application process and are required for the Phase II water and wastewater grant applications.

**VOTE– Authorized Agent Resolution for Phase II Water Grant**

*Councilman Weaver motioned to approve the Authorized Agent Resolution for the Phase II Water Grant as presented. The motion carried unanimously. (see attached)*

**VOTE– Authorized Agent Resolution for Phase II Wastewater Grant**

*Councilman Weaver motioned to approve the Authorized Agent Resolution for the Phase II Wastewater Grant as presented. The motion carried unanimously. (see attached)*

**Discussion – Craven-Pamlico Regional Library Funding Request**

Councilman Leonard stated that the Council has received a request for funding from the Craven-Pamlico Regional Library. He stated that he has invited Katherine Clowers, Regional Director, to the next Council meeting to answer any questions the Council may have regarding this request.

**Discussion – Engineering Contract Amendment for the Water Treatment Grant**

The Town Manager stated that at the recent Special Meeting the Council approved the development of a Benefit Cost Analyst (BCA) for the Water Treatment Project. He stated that he has researched how other municipalities handle hiring a consultant for a BCA. He said that the municipalities he spoke with were allowing the town's engineer to provide for a BCA through their engineering contract. He stated that Rivers and Associates are revising their Engineer Services Agreement to submit to the Town, and it will include hiring a BCA.

The Mayor asked the Town Manager to update the Council on the three-bid minimum requirement on infrastructure / construction projects that is being discussed at the state level. The Town Manager stated that the state representative for Fuquay Varina has requested that the three-bid minimum requirement to open bids be waived for them. He stated that it seems to be an ongoing issue with many towns across the state not receiving the three-bid minimum requirement for these types of projects. He stated that the requirement is currently being reviewed and there may be some minimum bid requirement changes in the future.

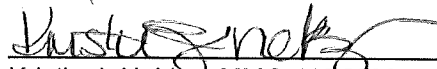
Councilman Sheffield asked the Town Manager for an update on the Pickleball Court bids. The Town Manager stated that it is scheduled to be rebid due to not receiving any bids at the first bid opening.

**REVIEW – Agenda for the April 17, 2025, Council Meeting**

The Council reviewed the agenda for the April 17, 2025, Council Meeting.

**ADJOURNMENT/RECESS**

There being no further business, *Councilman Sheffield moved to adjourn. The motion carried unanimously.* The meeting was adjourned at 5:25 p.m.

  
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Kristie J. Nobles, MMC, NCCMC  
Town Clerk

**RESOLUTION BY GOVERNING BODY OF APPLICANT**

WHEREAS, The Town of River Bend has need for and intends to construct, plan for, or conduct a study in a project described as Drinking Water System Improvements Phase II, and

WHEREAS, The Town of River Bend intends to request State loan and/or grant assistance for the project,

**NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF RIVER BEND:**

That Town of River Bend, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of River Bend to make a scheduled repayment of the loan, to withhold from the Town of River Bend any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Delane Jackson, Town Manager, the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted the 10<sup>th</sup> day of April 2025 at River Bend, North Carolina.

  
Mark Bledsoe, Mayor

ATTEST:

  
Kristie J. Nobles, Town Clerk, MMC



**FORM FOR CERTIFICATION BY THE RECORDING OFFICER**

The undersigned duly qualified and acting Town Clerk of the Town of River Bend does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town Council duly held on the 10th day of April, 2025; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 10<sup>th</sup> day of April 2025.

  
\_\_\_\_\_  
(Signature of Recording Officer)

Town Clerk, MMC

\_\_\_\_\_  
(Title of Recording Officer)

## **RESOLUTION BY GOVERNING BODY OF APPLICANT**

WHEREAS, The Town of River Bend has need for and intends to construct, plan for, or conduct a study in a project described as Wastewater Treatment Improvements Phase II, and

WHEREAS, The Town of River Bend intends to request State loan and/or grant assistance for the project,

### **NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF RIVER BEND:**

That Town of River Bend, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of River Bend to make a scheduled repayment of the loan, to withhold from the Town of River Bend any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

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That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted the 10<sup>th</sup> day of April 2025 at River Bend, North Carolina.

  
Mark Bledsoe, Mayor

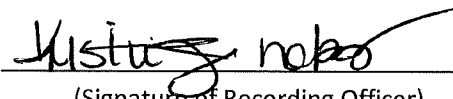
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(Signature of Recording Officer)

Town Clerk, MMC

(Title of Recording Officer)