

**River Bend Town Council
Work Session Minutes
June 12, 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 Attorney: Trey Ferguson
Town Clerk: Kristie Nobles

Members of the Public Present: 9

CALL TO ORDER

Mayor Bledsoe called the meeting to order at 5:00 p.m. on Thursday, June 12, 2025, at the River Bend Town Hall with a quorum present.

VOTE – Approval of Agenda

Councilwoman Benton motioned to accept the agenda as presented. The motion carried unanimously.

PUBLIC HEARING – Proposed FY2025-2026 Budget

Councilman Leonard moved to open the Public Hearing to discuss the proposed FY2025-2026 Town Budget. The motion carried unanimously.

He then invited anyone who wished to address the proposed FY2025-2026 budget to step to the podium to be heard.

Don Fogle stepped to the podium and asked the Council to immediately direct any unused Council Discretionary Funds and any unused Parks and Recreation funds to be placed in the newly created Parks and Recreation Capital Improvement Plan.

Councilman Leonard moved to close the Public Hearing. The motion carried unanimously.

Discussion–Leaf & Limb Contract Award

The Town Manager stated that the town had a bid opening for the Leaf and Limb Contract and there was only one bid received. He stated that the bid was from Atlantic Coast and the bid amount was \$288 a ton, which is an increase from what the town was paying the previous contractor. The Town Manager stated that the Review Committee met and made their recommendation of Atlantic Coast based on qualifications and not the price. He stated that he spoke to the previous contractor, KA Jones, and he stated that he could return to work and his bid would be \$195 per ton and a 3-year contract. The Town Manager stated that he is also the town's budget officer and speaking as the budget officer he recommends rehiring KA Jones for the leaf and limb contract.

VOTE – Leaf and Limb Contract

Councilman Weaver motioned to reject the leaf and limb contract from Atlantic Coast as presented. The motion carried unanimously.

Councilman Sheffield motioned to direct the Town Manager to work out a contract with KA Jones for Leaf and Limb pickup. The motion carried unanimously.

Discussion–Leaf & Limb Schedule

The Town Manager stated that the proposed 2025-2026 Leaf and Limb Schedule is included in the agenda package and there are no changes to the schedule other than the dates of pickup to reflect the current year. Councilman Sheffield stated that he would like to remove one of the pickups and Councilman Weaver stated he felt that removing one pickup wouldn't make a difference as the tonnage would remain the same because residents normally just move the debris to the back of their property until the pickup date. Council members Leonard and Benton agreed with Councilman Weaver.

VOTE – Leaf and Limb Schedule

Councilman Sheffield motioned to remove one leaf and limb pickup from the leaf and limb schedule. (Councilman Sheffield withdrew this motion)

Councilman Weaver motioned to approve the Leaf and Limb Schedule for FY25-26 as presented. The motion carried unanimously.

Discussion–CAC Median Recommendation

Councilwoman Benton read the recommendation from Community Appearance Commission (CAC) that recommends that the town fund and move forward with the median project on Plantation Drive. Councilwoman Benton thanked the CAC members for all their work on this project. She stated that she felt this design for this project is over the top and out of the towns budget, but she agrees the median does need to be cleaned up. Councilman Weaver and Councilwoman Noonan agreed. Councilman Sheffield stated that the town has many other ongoing projects and feels this project is not a priority. Councilman Leonard stated that the median could be cleaned up and trim some trees and bushes. Councilman Weaver stated that he appreciated all the hard work that CAC put into this project.

VOTE – CAC Median Recommendation

Councilman Sheffield motioned that the Council thank CAC for the work put into this recommendation but decline the recommendation at this time. The motion carried unanimously.

VOTE – Engineering Services Agreement Amendment for Water Treatment Plant

Councilwoman Noonan motioned to approve the Engineering Services Agreement Amendment for the Water Treatment Plant Project as presented. The motion carried unanimously. (see attached)

VOTE – Water Treatment Plant Capital Project Ordinance Amendment

Councilman Leonard motioned to approve the Water Treatment Plant Capital Project Ordinance Amendment as presented. The motion carried unanimously. (see attached)

Discussion – July Work Session

The Town Manager stated that the Council normally cancels the July work session due to the July 4 – Independence Day Celebration.

VOTE – July Work Session

Councilman Sheffield motioned to cancel the July Council Work Session Meeting. The motion carried unanimously.

Discussion –Advisory Board Appointments

The Manager stated that a list of all advisory board members was included in the agenda package and the terms that expire on June 30 are highlighted. He asked the liaisons to state who wished to be reappointed.

Councilman Sheffield stated that the Planning Board has three positions available for reappointment. He stated that Keith Boulware and Kathleen Fleming agreed to be reappointed. He stated he has not heard from Jon Hall.

Councilman Weaver stated that the Parks and Recreation Advisory Board has two positions available for reappointment. He stated that Elizabeth Stokes agreed to be reappointed. He stated he has not heard from Stephanie Viers.

Councilwoman Benton stated that the Community Appearance Commission has two positions available for reappointment. She stated that Maryann Taylor and Donna Perry agreed to be reappointed.

Councilman Leonard stated that the Environment and Waterways Advisory Board has three positions available for reappointment. He stated that Paige Ackiss has agreed to be reappointed. He stated he has not heard from Jon Hall. He stated that Karl Lichty wishes to not be reappointed.

Councilman Sheffield stated that the Board of Adjustment has two positions available for reappointment and those both are ETJ, which Craven County appoints.

The Town Manager stated that the Audit Committee does have one vacancy.

Councilman Sheffield stated that he would like to discuss adding an alternate member to the Planning Board at the next Council Meeting.

Discussion – Council Discretionary Spending Project

Councilwoman Benton stated that there have been some discussions among Council to use the \$8,700 that is left in the Council Discretionary Funds to buy a golf cart for the police department. She stated that she did not think it would be useful for the police department and would go unused more than it would be used. Councilman Weaver stated that the golf cart would not be used for emergencies but more for public events. He stated that if they decided to buy a golf cart he would like for it to be for all of the Town as different departments would have different utilizations. Councilman Leonard stated that he was originally supportive of purchasing a golf cart but with the additional cost of the leaf and limb contract and being that the Council is physically conservative he feels that the Council should return the funds back into the fund balance. He stated that it may be beneficial in the future but he doesn't feel right now is the appropriate time. Councilwoman Benton agreed. No action was taking at this time.

REVIEW – Agenda for the June 19, 2025, Council Meeting

The Council reviewed the agenda for the June 19, 2025, Council Meeting.

CLOSED SESSION

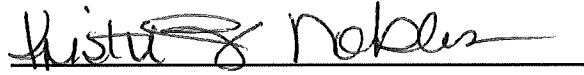
Councilwoman Noonan motioned to go into Closed Session under NCSG §143-318.11(a)(3). The Council entered Closed Session at 5:56 p.m.

OPEN SESSION

Councilman Sheffield motioned to return to Open Session at 7:04 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield moved to adjourn. The motion carried unanimously. The meeting was adjourned at 7:05 p.m.

A handwritten signature in black ink, appearing to read "Kristie J. Nobles", written over a horizontal line.

Kristie J. Nobles, MMC, NCCMC
Town Clerk

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated December 5, 2024.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 1

The Effective Date of this Amendment is: June 19, 2025.

Background Data

Effective Date of Owner-Engineer Agreement: December 5, 2024

Owner: Town of River Bend

Engineer: Rivers & Associates, Inc.

Project: New Water Treatment Plant

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

Additional Services to be performed by Engineer

- X Modifications to services of Engineer
- N/A Modifications to responsibilities of Owner
- X Modifications of payment to Engineer
- X Modifications to time(s) for rendering services
- N/A Modifications to other terms and conditions of the Agreement

Description of Modifications:

The WTP Improvements project will be amended to include technical services required to incorporate one (1) new test well and two (2) new production wells to draw raw groundwater from the Lower Castle Hayne Aquifer. One production well is expected to be located on the proposed Water Treatment Plant site while the other remote well is assumed to be located on property located immediately to the north of the WTP site to be secured from Weldon Brown, Jr. and Naqueldon Brown at a distance of approximately 1,500 – 2,000 LF from the WTP site. The project will include well site layout, access roadway and grading, new submersible well pumps and discharge pipe column, wellhead piping, and electrical/emergency generator/auto-transfer switch. In addition, the amended project work will include extension of the raw water transmission main from the remote well site, and extension of the WTP treated backwash waste effluent force main along Plantation Drive to Gull Pointe along the access and perimeter of the WWTP site to provide a combined discharge with the WWTP into the Trent River. The combined discharge is expected to be a subaqueous, multiport diffuser to replace the existing WWTP

discharge pipeline. Technical services required to accommodate the additional work include Funding Assistance, preparation of DWI Engineering Report (ER) and Environmental Information Document (EID); preparation of test well and production well plans and specifications, permitting, bidding, hydrogeological evaluation and construction administration/inspection; preparation of a Cornell Expert Mixing (CORMIX) dilution model, Engineering Alternatives Analysis (EAA) Report, and National Pollutant Discharge Elimination System (NPDES) Permit application; additional boundary/topographic site/route and hydrographic survey; geotechnical investigation and report for directional horizontal bores; preparation of design, plans, specifications, permitting, bidding, construction administration and inspection for the well pumps, wellheads, site layout and grading, electrical/emergency generator/auto-transfer switch, raw water transmission extension, treated backwash waste force main extension and Trent River subaqueous discharge; preparation of record drawings and Operation & Maintenance (O&M) manual, and Warranty phase. Refer to Exhibit J – Special Provisions (Amendment 1) and Appendix 3 to Exhibit C – Summary of Engineering Fees (Amendment 1) for further descriptions.

Services to be provided include:

<u>Engineering Services</u>	<u>Cost</u>	<u>Payment Method</u>	<u>Estimated Time to Complete</u>
Funding Assistance	\$30,000.00	Hourly plus reimbursables	7 months (in parallel with WTP and Linework Design)
Engineering Report Preparation (ER)	\$30,000.00	Hourly plus reimbursables	3 months
Environmental Information Document (EID)	\$10,000.00	Hourly plus reimbursables	3 months (in parallel with ER)
Preliminary and Final Design Phase (Test Well and Production Wells)	\$130,000.00	Lump Sum	6 months
Bidding or Negotiating Phase (Test Well and Production Wells)	\$20,000.00	Hourly plus reimbursables	3 months
Hydrogeological and Construction Phase Services	\$215,000.00	Hourly plus reimbursables	8 months
CORMIX Dilution Model, Engineering Alternatives Analysis, NPDES Permit Application	\$120,000.00	Hourly plus reimbursables	12 months

Boundary/Topographic Site/Route and Hydrographic Survey	\$137,000.00 \$48,000.00	Hourly plus reimbursables	3 months (in parallel with ER)
Geotechnical, Wetland, Environmental and Construction Permitting	\$52,500.00 \$44,000.00	Hourly plus reimbursables	3 months (in parallel with Survey)
Preliminary and Final Design Phase (Wellhead, Site, Access and Electrical)	\$78,000.00	Lump Sum	6 months (in parallel with WTP and Linework design)
Bidding or Negotiating Phase (Wellhead, Site, Access and Electrical)	\$25,000.00	Hourly plus reimbursables	3 months
Preliminary and Final Design Phase (WTP, Raw Water Mains, Backwash Force Main, and Trent River Discharge)	\$750,000.00 \$675,000.00	Lump Sum	15 months 12 months
Bidding or Negotiating Phase (WTP, Raw Water Mains, Backwash Force Main, and Trent River Discharge)	\$50,000.00 \$40,000.00	Hourly plus reimbursables	3 months
Construction Administration Phase (Wellhead, WTP and Linework)	\$350,000.00 \$285,000.00	Hourly plus reimbursables	15 months (parallel construction contracts)
Resident Project Representative Services (WTP, Wellhead, Raw Water Main, Backwash Force Main, and Trent River Discharge)	\$410,000.00 \$285,000.00	Hourly plus reimbursables	15 months (two inspectors for part of project)
Record Drawings	\$30,000.00 \$20,000.00	Hourly plus reimbursables	3 months
Operation & Maintenance Manual Preparation	\$50,000.00 \$40,000.00	Hourly plus reimbursables	4 months (parallel with construction)

Post-Construction (Warranty) Phase	\$15,000.00 \$10,000.00	Hourly plus reimbursables	12 months (following substantial completion)
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Agreement Summary:

Original agreement amount:	\$ 1,447,000.00
Net change for prior amendments:	\$ 0.00
This amendment amount:	\$ 1,055,500.00
Adjusted Agreement amount:	\$ 2,502,500.00

Change in time for services (days or date, as applicable): 66 40 months

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

ENGINEER:

Town of River Bend

Rivers & Associates, Inc.

By:

Print

name: Mark Bledsoe

Title: Mayor

Date Signed:

By:

Print

name: Gregory J. Churchill, P.E.

Title: President

Date Signed:

This instrument has been
preaudited as required by the
Local Government Budget and
Fiscal Control Act.

Amanda B. Gilbert
FINANCE OFFICER 6/12/25

This is **EXHIBIT J**, consisting of 1 page, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated December 5, 2024.

Special Provisions (Amendment 1)

The current design project includes a new 0.95 MGD Greensand Filtration/Zeolite Softening Water Treatment Plant making use of the three (3) existing Upper Castle Hayne wells to convey groundwater via new raw water transmission mains to the new WTP site located immediately west of the John R. Kirkland Public Works Facility. Dual geomembrane lined settling basins will be provided for treatment of filter backwash and softener regeneration waste. A supernatant pump station will be provided with force main to transmit treated waste effluent for disposal into the existing municipal sanitary sewer collection system.

Technical services associated with Amendment #1 are intended to incorporate new raw water wells to replace the existing wells as the raw water supply to the new WTP. In addition, Amendment #1 incorporates an extension of the treated backwash waste effluent force main from the sewer collection system receiving manhole to a new Trent River multi-port effluent diffuser. The proposed diffuser is intended to receive treated effluent from both WTP and existing WWTP effluent, and will replace the existing 8" outfall and multi-port diffuser that currently serves the existing WWTP only.

Development of the new water supply is expected to include one (1) test well and (2) production wells screened into the Lower Castle Hayne Aquifer (LCHA). One production well is expected to be located on the WTP site. The second production well will be located remotely from the WTP. For purposes of this Amendment, the final location of the second well is not known with certainty, but the access and well site are assumed to be located on property located immediately to the north of the WTP site to be secured from Weldon Brown, Jr. and Naqueldon Brown at a distance of approximately 1,500 – 2,000 LF from the WTP site.

Modifications associated with Amendment #1 are anticipated to include:

- one (1) new 6" x 4" cased, grouted and screened test well to evaluate water quantity and quality from the LCHA (test well to be converted to a permanent aquifer monitoring well upon completion of testing),
- two (2) new cased, grouted and screened production wells to supply required raw water capacity for treatment,
- new well site layout, access roadway, piping and grading,
- new submersible weather-proof well pumps with power and controls on hooded electrical rack,
- new standby emergency generators with auto-transfer switches,
- new weather-proof wellhead piping and valves to direct groundwater flow to the new raw water transmission mains,
- new raw water transmission mains extended from each new well location,
- supervisory control and data acquisition (SCADA) and telemetry system to monitor, transmit and control operations among the new wells, existing elevated storage tanks and new WTP.
- force main extension to dispose of treated backwash waste effluent into the Trent River in lieu of the existing municipal sanitary sewer collection system,
- new treated waste outfall with multi-port diffuser to receive treated effluent from the new WTP and existing WWTP.

Current consultant services are modified to include:

- Funding Assistance with NCEM HMGP Benefit Cost Analyses
- Preparation of NCDEQ DWI Engineering Report (ER) and Environmental Information Document (EID)
- Preparation of Test Well and Production Well Plans and Specifications
- Permitting of Test Well and Production Wells
- Bidding of Test Well and Production Wells
- Hydrogeological and Construction Phase services for Test Well and Production Well Improvements
- Preparation of Cornell Expert Mixing (CORNELL) dilution model, Engineering Alternatives Analysis (EAA) and NPDES Permit Application,
- Additional Boundary/Topographic Site/Route and Hydrographic Surveys,
- Geotechnical Investigation and Report for Horizontal Directional Drilling of Utility Improvements,
- Preparation of Design, Plans and Specifications for Well Pumps, Wellheads, Site Layout and Grading, Electrical/Emergency Generator/Auto-Transfer Switch, Raw Water Transmission Main Extension, Treated Backwash Waste Force Main Extension, and Trent River Subaqueous Discharge,
- Bidding of Well Pumps, Wellheads, Site Layout and Grading, Electrical/Emergency Generator/Auto-Transfer Switch, Raw Water Transmission Main Extension, Treated Backwash Waste Force Main Extension, and Trent River Subaqueous Discharge,
- Construction Administration for Well Pumps, Wellheads, Site Layout and Grading, Electrical/Emergency Generator/Auto-Transfer Switch, Raw Water Transmission Main Extension, Treated Backwash waste Force Main Extension, and Trent River Subaqueous Discharge,
- Resident Project Representative Services for Well Pumps, Wellheads, Site Layout and Grading, Electrical/Emergency Generator/Auto-Transfer Switch, Raw Water Transmission Main Extension, Treated Backwash waste Force Main Extension, and Trent River Subaqueous Discharge,
- Preparation of Additional Record Drawings,
- Preparation of Additional Operation & Maintenance Manual data,
- Post-Construction (Warranty) Additional Assistance,
- Additional phases and/or tasks as authorized in writing by the Owner.

This is **Appendix 3 to EXHIBIT C**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated December 5, 2024.

Summary of Engineering Fees (Amendment 1)

C2.01 Compensation for Basic Services (other than Resident Project Representative) – Lump Sum Method of Payment

A.1.b.	Preliminary and Final Design Phase (Test Well and Production Wells)	\$ <u>130,000.00</u>	
	Preliminary and Final Design Phase (Wellhead, Site, Access and Electrical)	\$ <u>78,000.00</u>	
	Preliminary and Final Design Phase (WTP, Raw Water Mains, Backwash Force Main, and Trent River Discharge)	\$ <u>750,000.00</u>	\$ <u>675,000.00</u>

C2.01 Compensation for Basic Services (other than Resident Project Representative) – Standard Hourly Rates Method of Payment

A.4.d.	Bidding or Negotiating Phase (Test Well and Production Wells)	\$ <u>20,000.00</u>	
	Bidding or Negotiating Phase (Wellhead, Site, Access and Electrical)	\$ <u>25,000.00</u>	
	Bidding or Negotiating Phase (WTP, Raw Water Mains, Backwash Force Main, and Trent River Discharge)	\$ <u>50,000.00</u>	\$ <u>40,000.00</u>
A.4.e.	Hydrogeological and Wells Construction Phase	\$ <u>215,000.00</u>	
	Construction Phase (Wellhead, WTP and Linework)	\$ <u>350,000.00</u>	\$ <u>285,000.00</u>
A.4.f.	Post-Construction (Warranty) Phase	\$ <u>15,000.00</u>	\$ <u>10,000.00</u>

C2.04 Compensation for Resident Project Representative Basic Services – Standard Hourly Rates Method of Payment

A.1.	Resident Project Representative Services (WTP, Wellhead, Raw Water Main, Backwash Force Main, and Trent River Discharge)	\$ <u>410,000.00</u>	\$ <u>285,000.00</u>
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C2.05 Compensation for Additional Services – Standard Hourly Rates Method of Payment

D.1.	Geotechnical, Wetland, Environmental and Construction Permitting	\$ <u>52,500.00</u>	\$ <u>44,000.00</u>
D.2.	Boundary, Topographic Site, Route, and Hydrographic Survey	\$ <u>137,000.00</u>	\$ <u>48,000.00</u>
D.3.	Record Drawings	\$ <u>30,000.00</u>	\$ <u>20,000.00</u>
D.4.	O&M Manual	\$ <u>50,000.00</u>	\$ <u>40,000.00</u>
D.5.	NPDES EAA, CORMIX Dilution Model and Permitting	\$ <u>120,000.00</u>	

D.6	Engineering Report Preparation	\$ <u>30,000.00</u>	
D.7	Environmental Information Document	\$ <u>10,000.00</u>	
D.8	Funding Assistance	\$ <u>30,000.00</u>	
C2.01.1 through C2.05 TOTAL		\$ <u>2,502,500.00</u>	\$ <u>1,447,000.00</u>



**TOWN OF RIVER BEND
WATER TREATMENT PLANT CAPITAL PROJECTS FUND ORDINANCE
AMENDMENT #3**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina, that the Water Treatment Plant Capital Projects Fund Ordinance as last amended on December 5, 2024, be amended as follows:

Section 1. The following amounts are hereby appropriated for the operation of a Town Capital Projects Fund for the construction of a new Water Treatment Plant:

CAPITAL PROJECTS FUND

Revenues:

State of North Carolina Grant	4,139,455
State of North Carolina Grant	3,500,000
State Revolving Fund Loan	6,929,895
	<u>14,569,350</u>

Appropriations:

Land Acquisition	169,600
Administration	85,000
Engineering	2,502,500
Construction	11,812,250
	<u>14,569,350</u>

Section 2. It is estimated that revenues in the amounts indicated in the foregoing schedule will be available to support the foregoing appropriations.

Section 3. The Finance Officer is hereby authorized to maintain an appropriate Fund Chart of Accounts.

Section 4. Copies of this Ordinance shall be furnished to the Clerk, Town Council, Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Section 5. The capital projects funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project, estimated to be eighteen months, unless subsequently amended by Council action.

Adopted this 12th day of June, 2025.


Mark Bledsoe, Mayor

Attest:


Kristie J. Nobles, Town Clerk, MMC, NCCMC