



RIVER BEND TOWN COUNCIL AGENDA

Regular Meeting

September 17, 2020

River Bend Town hall

7:00 p.m.

Pledge: Councilman Fogle

1. CALL TO ORDER (Mayor Kirkland Presiding)
2. RECOGNITION OF NEW RESIDENTS
3. ADDITIONS/DELETIONS TO AGENDA
4. ADDRESSES TO THE COUNCIL
5. PUBLIC HEARINGS
6. CONSENT AGENDA

All items listed under this section are considered routine by the Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

A. Approve:

Minutes of the August 13, 2020 Work Session

Minutes of the August 20, 2020 Regular Meeting

7. TOWN MANAGER'S REPORT – Delane Jackson

A. Manager's Report

B. **Activity Reports**

- a. **Monthly Police Report** by Chief Joll
- b. **Monthly Water Resources Report** by Director of Public Works Mills
- c. **Monthly Work Order Report** by Director of Public Works Mills
- d. **Monthly Zoning Report** by Assistant Zoning Administrator McCollum

ADMINISTRATIVE REPORTS:

8. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report – Finance Administrator
 - B. **VOTE** - Budget Amendment – 20-B-03
 - C. **VOTE** – IRS Deferral
 - D. **VOTE** – Participation in Debt Setoff Program

9. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB report
 - B. **VOTE** - Appointment to PWAB
 - C. **VOTE** – Award Engineering Contract for Water Meter Project
10. Public Safety – Councilman Don Fogle
 - A. CERT
 - B. Community Watch
11. Parks & Recreation/CAC – Councilman Harry “Bud” McClard
 - A. Organic Garden Report
 - B. Library Report
 - C. Parks & Rec
12. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report
13. MAYOR'S REPORT – Mayor Kirkland
14. PUBLIC COMMENT

The public comment period is set aside for members of the public to offer comments to the Council. It is the time for the Council to listen to the public. It is not a Question & Answer session between the public and the Council or Staff. All comments will be directed to the Council. Each speaker may speak for up to 3 minutes. A member of staff will serve as timekeeper. A sign-up sheet is posted by the meeting room door and will be collected prior to the start of the Public Comment Period. Speakers will be called on by the Mayor in the order that they signed up. In order to provide for the maintenance of order and decorum, the Council has adopted a policy for this section of the meeting. A copy of the policy is posted by the door for your review. Please follow the policy. If you have a specific question for staff, you are encouraged to contact the Town Manager or the appropriate Department Head at another time.

15. ADJOURNMENT

**NOTE – DUE TO CONSTRUCTION AT TOWN HALL,
ANYONE ATTENDING THE MEETING MUST USE THE
ENTRANCE ON THE PLANTATION DRIVE SIDE OF TOWN
HALL.**

**DUE TO COVID-19, SEATING IS LIMITED AND ON A
FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO
PRACTICE THE 3-W'S. THE MEETING WILL BE
RECORDED AND AVAILABLE FOR FUTURE VIEWING ON
CTV-10.**

River Bend Town Council
Work Session Minutes
August 13, 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
Finance Administrator:	Margaret Theis
Town Clerk	Ann Katsuyoshi
Town Attorney	David Baxter

**DISCUSSION – REQUEST FROM BRIAN SWICEGOOD TO AMEND CHAPTER 9:
ANIMALS, IN THE TOWN ORDINANCE**

This item had been tabled from the July work session because Mr. Swicegood was unable to attend. Again, Mr. Swicegood was unable to attend tonight's meeting. The Town Manager reminded the Council that Mr. Swicegood has requested that the Town amend Chapter 9 of the Town's ordinance, which prohibits the keeping of livestock in Town. Mr. Swicegood wants to purchase 18 acres on Old Pollocksville Road, build a home, and keep a few animals. The Town Manager explained that Chapter 9 applied to all of Town and if it were amended to remove the prohibition on farm animals it would allow animals in all areas of Town, not just Mr. Swicegood's proposed lot. Councilman Sheffield stated that he thinks the Northwest Quadrant would be a good location for mini-farms and possibly farm animals and should be considered to be rezoned to allow such. The Town Manager stated that the zoning ordinances were not what prohibited keeping animals. He explained that zoning regulations were in Chapter 15 and any amendments of them required Planning Board action, a public hearing and then action by the Council. He stated that even if you changed the zoning, that Chapter 9 would still apply to the area and prohibit animals. He explained that an amendment to Chapter 9 does not require Planning Board action or a public hearing. The Attorney stated that approving Mr. Swicegood's request would require amendments to both ordinances. Councilman Leonard asked about how this possible amendment would impact the property values of the surrounding properties. The Town Manager stated there was no way to predict with certainty what impact it would have. Councilman Leonard reminded everyone that Mr. Swicegood was not a town resident.

MOTION

Councilman McClard **moved to direct the Planning Board to look into possible changes to the Town's zoning ordinance to allow the keeping of livestock in certain zoning districts.**
The motion carried unanimously.

DISCUSSION – PARKS AND RECREATION APPOINTMENT

Councilman McClard stated that he has invited the volunteer applicant Pat Lineback to the August 20th Regular Meeting to be introduced and voted on for appointment to the Parks and Recreation Board.

DISCUSSION – CHANGE ORDER FOR METAL ROOF

The Town Manager stated with the construction on the Town Hall addition, that new shingles would be installed on that new addition and the front elevation of the roof only. He stated that the roof on the remainder of Town Hall would keep the current shingles which were about 20 years old and nearing the end of their life. He proposed that now would be a good time to consider replacing the entire roof at Town Hall with a metal roof to match the municipal building. The builder had proposed a change order for \$73,475 to do the work.

MOTION

Councilman Van Syke **moved to authorize the Town Manager to proceed with the change order to have a metal roof installed on all of Town Hall.** The motion carried unanimously

DISCUSSION – ACCESS ROAD STUDY

The Town Manager presented a proposal from Avolis Engineering in the amount of \$4,260 to conduct a study for an access road through the Northwest Quadrant. The access road would be from The Colonies area connecting to Old Pollocksville Road through the Robert Davis Property.

MOTION

Councilman Leonard **moved to authorize the Town Manager to proceed with the Access Road Study Proposal with Avolis Engineering.** The motion carried unanimously

DISCUSSION – TOWN OF POLLOCKSVILLE (SEWER REGIONALISM)

The Town of Pollocksville has requested the Town of River Bend consider accepting Pollocksville's wastewater in the amount of 102,000 gpd on average with peak days of 300,000 gpd. The Town Manager stated the he and Brandon Mills, Public Works Director, discussed this and agreed the Town of River Bend does not have the capacity to accommodate their request and thus should deny their request. The council agreed.

MOTION

Councilman McClard **moved to authorize the Town Manager to notify the Town of Pollocksville that we could not accept their wastewater.** The motion carried unanimously

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

Present Council Members: Mayor John Kirkland
Don Fogle
Brian Leonard
Bud McClard

Absent Council Members: Buddy Sheffield
Bud Van Slyke

Town Manager: Delane Jackson
Town Clerk: Ann Katsuyoshi
Town Attorney: Dave Baxter
Finance Administrator: Margaret Theis
Police Chief: Sean Joll

CALL TO ORDER

The meeting was called to order by Mayor Kirkland at 7:00 p.m. on Thursday, August 20, 2020 at the River Bend Town Hall 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 July 9, 2020 Work Session
Minutes of the July 16, 2020 Closed Session
Minutes of the July 28, 2020 Special Meeting*

ADMINISTRATIVE REPORTS

PARKS & RECREATION/CAC – COUNCILMAN BUD MCCLARD

Organic Garden – Councilman McClard said that the Organic Garden continues its work. The bee hives have been re-established after being lost last year and the spring crops are coming in. Councilman McClard stated that the board still has not met since Covid arrived.

Councilman McClard introduced Pat Lineback to the Council. Ms. Lineback is a citizen of River Bend who had requested to be appointed to the Parks and Recreation Board. The Council all welcomed Ms. Lineback and stated they were pleased to have her interested in serving on the Parks and Recreation Board.

Vote – Appoint Pat Lineback to the Parks and Recreation Board

Councilman McClard motioned to appoint Pat Lineback to the Parks and Recreation Board for a term beginning August 20, 2020 and expiring June 30, 2022. The motion carried unanimously.

PUBLIC WORKS – MAYOR JOHN KIRKLAND

The Mayor stated that the Board has several openings and solicits volunteers to serve on this Board. If interested please contact PWAB Chairman Mr. Buck Irvin, Town Clerk or myself. Applying is as easy as filing a form with the Town Clerk then it will be presented to the Council for action.

FINANCE – Councilman Harry McClard (for Councilman Van Syke)

Financial Report – Finance Administrator Margaret Theis told the Council that the total of the General Fund Cash Balances as of July 31, 2020 was \$3,916,367. Ad valorem tax collections for FY20-21 were at \$30, and Vehicle Ad valorem tax collections were at \$6,125.

Vote – Budget Amendment 20-B-01

Councilman McClard motioned to approve Budget Amendment 20-B-01 as presented. The motion carried unanimously.

Vote – Capital Project Fund Ordinance Amendment #2

Councilman McClard motioned to approve Capital Project Fund Ordinance Amendment #2 as presented. The motion carried unanimously.

PUBLIC SAFETY – CONCILMAN DON FOGLE

Councilman Fogle stated the CERT team has not been able to meet in person since Covid arrived, but Councilman McClard and a few CERT members went to Edenton to help with the clean up after Hurricane Isaias. He stated how the area was demolished as an EF-3 tornado touched down in the area.

Councilman Fogle presented a proposal to the Council to permanently fly the POW/MIA Flag at the Municipal Building beginning on September 18, 2020. He stated this flag is now accepted nationally and internationally as the symbol of vigilance and remembrance of all POWs and MIAs. He also suggested that the Veteran's Monument, which was located at Town Hall, but was moved for construction, should be relocated to nearby the flagpole at the Municipal Building. Councilman Brian Leonard stated that he supported flying the POW/MIA flag and relocating the monument. Councilman Fogle stated that the two items would fit well in River Bend because recent data states that over 17% of River Bend residents are military veterans.

Vote – POW/MIA Flag at Municipal Building

Councilman Fogle motioned to fly the POW/MIA under the American flag on the Municipal Building flagpole daily beginning on Friday September 18, 2020. The motion carried unanimously.

MAYOR'S REPORT

The Town of River Bend owns and operates the water and wastewater utilities for the Town. In 1995, the Town held a referendum and decided to purchase the water and sewer utility from Carolina Water Service (CWS). The utilities have been constructed by the original developer of the Town. That developer then sold the utilities to CWS.

The Town Council decided to expand the water service to every street on the east side of Highway 17 shortly after acquiring the system. This project also involved building the 300,000 gallon elevated tank on Plantation Drive. The original service area for water service did not include the Barbara Drive and the Piner Estates subdivisions, which was served by the City of New Bern water utility. The Council later negotiated the purchase of the New Bern assets and converted the subscribers in those areas to River Bend customers. Those customers had been paying twice what a New Bern resident would pay for water service. This practice is authorized by act of the North Carolina General Assembly That authorization extends to all municipalities. On average, this change in ownership saved most of the involved customers about \$500 per year. More than ten years ago, the Council engaged a consultant to develop a "rate model" that could be used by the Council each year for setting the rates for the utilities. This study has been very useful in providing sound management of financing for the ongoing utility operations. With the input data to populate the model, the rate recommended can be justified to customers who may question the validity of utility rate.

The bonds issued for the purchase of the utilities and expansion of the water service will be paid off in the 2027 fiscal year. The North Carolina State University publishes an annual "Dash Board" that displays the cost of utility operations for municipalities in similar size population peer groups. River Bend is consistently in the mid-range of all elements being evaluated in our peer group.

The day-to-day operation of the utility system is directed by Public Works Director Mr. Brandon Mills. Brandon and his staff hold a number of State issued licenses required for personnel operating public utilities. The following is a list of these Town employees and the licenses that they hold.

The state Division of Water Resources also performs periodic unannounced site inspections of our facilities. The records of the daily operations and testing results of the output are examined for both in house and contract laboratory testing. The staff has been diligent in the operation of the utilities. These state inspections have not resulted in any notice of violations over the years that the Town Staff have been responsible for utility operations.

During the present COVID-19 emergency and the recent hurricane preparations the Staff has faithfully performed their duties and we have had no interruption of utility service. Not every municipal or privately operated utility can make such a claim. We all need to express appreciation to Brandon and members of his staff.

That staff and their qualifications:

{Brandon Mills}

Grade III Wastewater

Grade III Collections

Grade I

Physical/Chemical

B – Well

A – Distribution

Cross Connection Control

{Thomas Harper}

Grade II Wastewater

Grade II Collections

Grade I Physical

Chemical

B - Well

B - Distribution

{James Jones}

Grade II Wastewater

Spray Irrigation

C – Well

B - Distribution

Cross Connection Control

PUBLIC COMMENT

Susanna Elliott, 209 Shoreline Drive, said that she supported Councilman Buddy Sheffields' opinion of not requiring people to wear masks at public meetings.

ADJOURNMENT/RECESS

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

Ann Katsuyoshi
Town Clerk



RIVER BEND POLICE DEPARTMENT



MONTHLY ACTIVITY REPORT

2020

	2020	2020	2020		
	June	July	August	% of Calls	% Change
Activities					
ALARMS / 911 UNKNOWN / DISTURBANCE / SHOTS FIRED	4	7	4	0.24%	-43.00%
ANIMAL COMPLAINTS	4	5	11	0.67%	120.00%
ARRESTS	0	0	1	0.06%	100.00%
ASSAULTS / ALL OTHER VIOLENT CRIME	1	6	2	0.12%	-67.00%
ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	12	7	11	0.67%	57.00%
ASSIST EMS / FD / FIRST RESPONDERS / MED ASSIST	20	13	24	1.47%	85.00%
ASSIST MOTORISTS / FOOT PATROLS / ALL OTHER	110	97	83	5.07%	-14.00%
ASSIST OTHER AGENCIES	2	1	1	0.06%	0.00%
B & E BUSINESS / RESIDENCE / VEHICLE	1	0	1	0.06%	100.00%
CRIM.SUMM./SUBPOENAS/WARRANTS/CIVIL COMPLAINT	0	1	3	0.18%	200.00%
DOMESTICS	2	1	2	0.12%	100.00%
FIRES / ALARM	3	1	2	0.12%	100.00%
IDENTITY THEFT / FRAUD	3	0	3	0.18%	300.00%
INVOLUNTARY COMMITMENTS	1	1	4	0.24%	300.00%
JUVENILE COMPLAINTS	3	3	0	0.00%	-100.00%
LARCENIES	2	2	2	0.12%	0.00%
LITTERING	0	0	1	0.06%	100.00%
LOUD MUSIC / NOISE COMPLAINTS	0	2	3	0.18%	50.00%
DEATH / MISSING PERSON / RUNAWAY / SUICIDE(A)	2	0	2	0.12%	200.00%
PROPERTY DAMAGE / VANDALISM	1	0	3	0.18%	300.00%
RESIDENTIAL/BUSINESS CHECKS/COMMUNITY WATCH	1,430	1,369	1,360	83.03%	-1.00%
ROADWAY DEBRIS / OBSTRUCTIONS	0	0	0	0.00%	0.00%
ROBBERIES	0	0	0	0.00%	0.00%
SOLICITING VIOLATIONS	0	0	0	0.00%	0.00%
SUSPICIOUS PERSONS / VEHICLES / FIELD INTERVIEW	12	22	22	1.34%	0.00%
TOWN ORDINANCE CITATIONS	1	8	6	0.37%	-25.00%
TOWN ORDINANCE VIOLATIONS	11	7	7	0.43%	0.00%
TRAFFIC ACCIDENTS	1	3	2	0.12%	-33.00%
TRAFFIC STOPS	41	18	27	1.65%	50.00%
TRAFFIC COMPLAINTS-Radar	9	14	34	2.08%	143.00%
DWI	0	0	1	0.06%	100.00%
CHECKPOINTS	3	4	2	0.12%	-50.00%
DRUG VIOLATIONS	3	0	0	0.00%	0.00%
WELFARE CHECKS	4	5	3	0.18%	-40.00%
CASE ASSIST / PW / VEHICLE MAINTENANCE / MEETING	3	2	3	0.18%	50.00%
CASE FOLLOW UPS / SPECIAL OPERATION / TRAINING	2	1	7	0.43%	600.00%
TRESPASSING	1	1	0	0.00%	-100.00%
OVERDOSE	1	0	1	0.06%	100.00%
Total	1693	1601	1638	100.00%	2.00%

Traffic Violations

2 State Citations
3 Total State Charges
8 State Warnings
6 Town Citations
0 Town Warnings

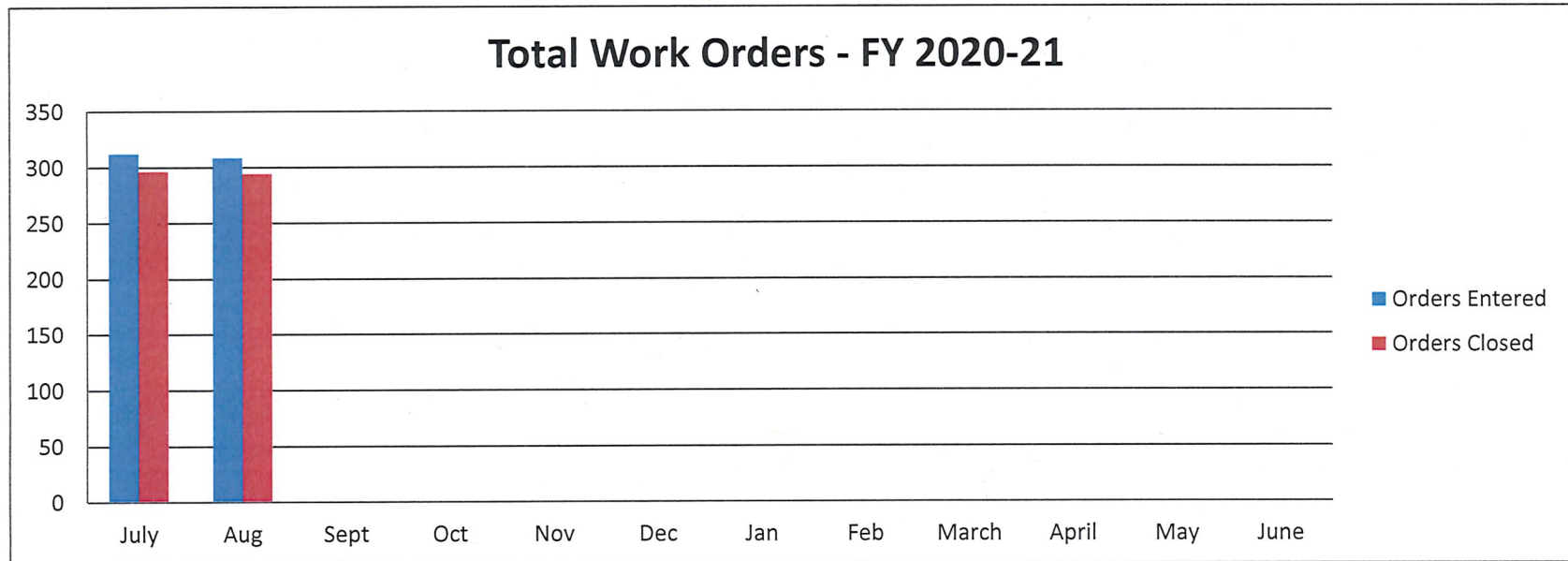
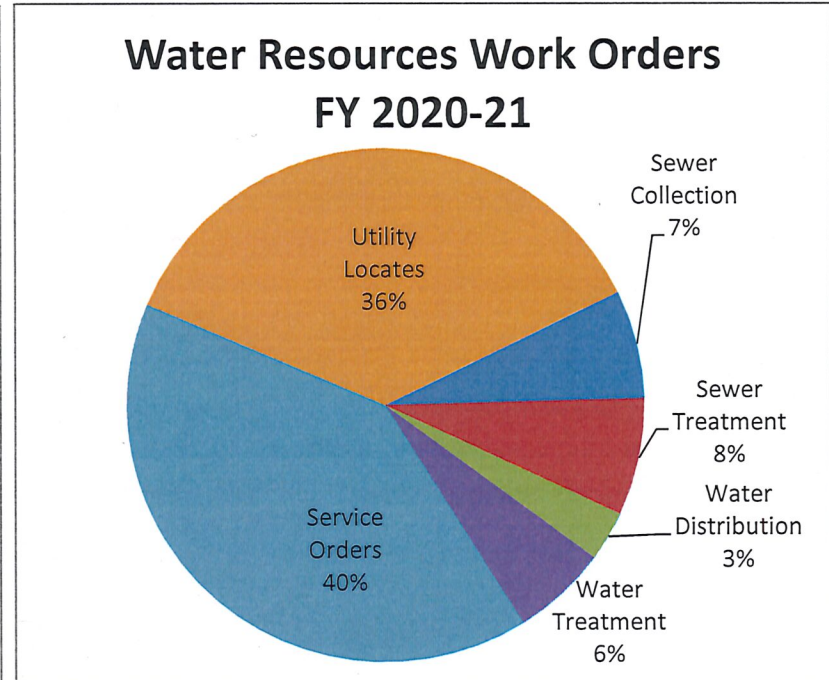
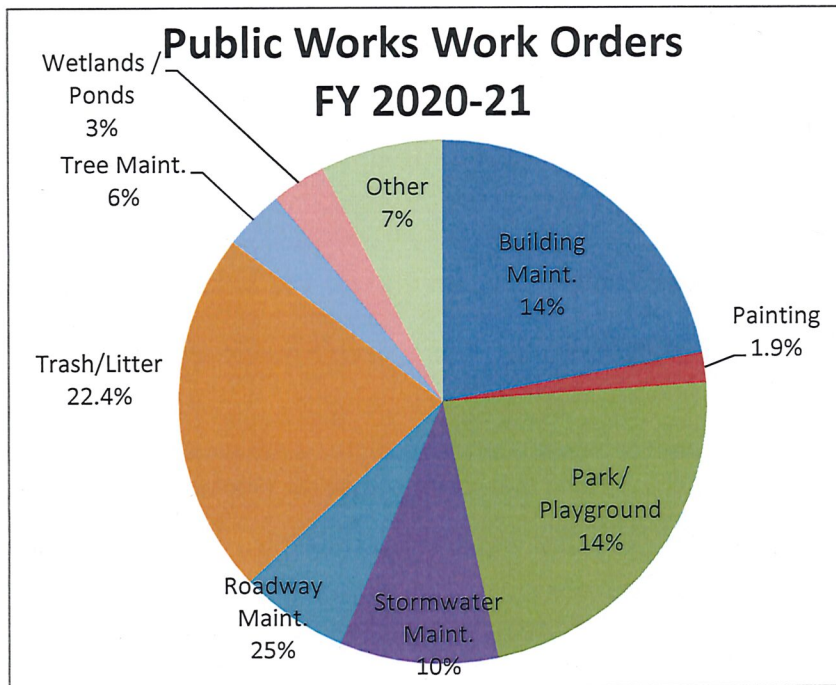
% of Calls = The percentage the call represents out of all total calls
% Change = The percentage change between the last two months

Community Watch Checks

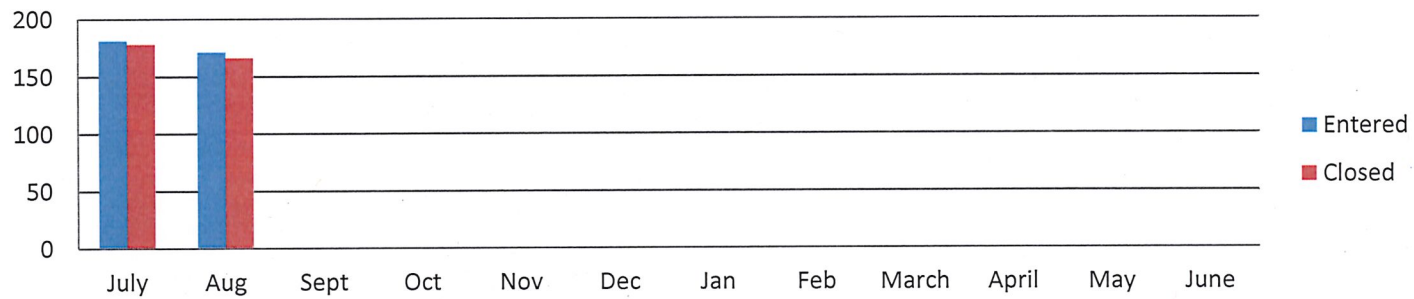
100 Pirates - 91
100 Plantation - 106
200 Lakemere - 95
200 Rockledge - 99

Phone Calls Answered (638-1108)

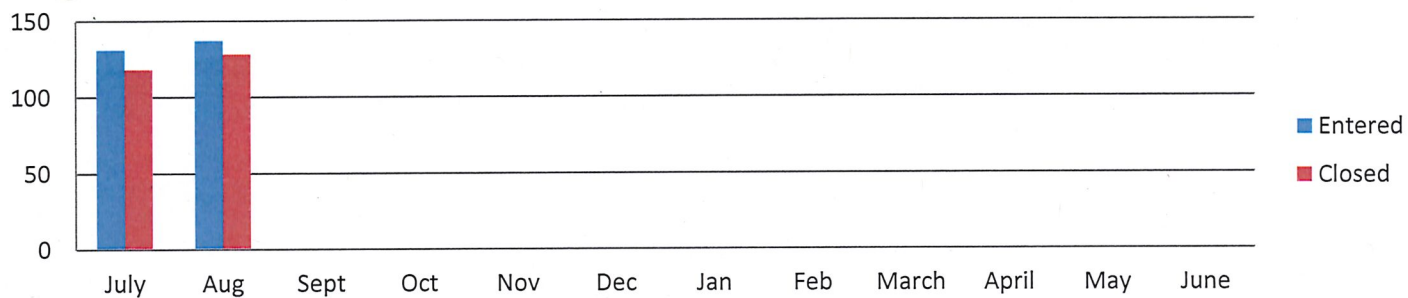
243 Incoming Calls Answered



Water Resources - Work Orders



Public Works - Work Orders





													YTD	Pending
Orders Entered	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June		
Building Maintenance	30	29											59	0
Painting	3	2											5	2
Park/Playground	29	32											61	0
Roadway Maintenance	14	12											26	4
Stormwater Maintenance	8	10											18	2
Trash/Litter	30	30											60	0
Tree Maintenance	4	6											10	0
Wetlands / Ponds	4	5											9	0
Other	9	11											20	1
TOTAL	131	137	0	0	0	0	0	0	0	0	0	0	268	9

[illegible]

Orders Entered													YTD	Pending
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June			
Sewer Collection	13	11										24	2	
Sewer Treatment	14	12										26	1	
Water Distribution	6	5										11	1	
Water Treatment	10	11										21	1	
Service Orders	70	72										142	0	
Utility Locates	68	60										128	0	
TOTAL	181	171	0	0	0	0	0	0	0	0	0	352	5	

[illegible][illegible]



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

www.riverbendnc.org

August 2020 Monthly Report Brandon Mills, Director of Public Works

Public Works repaired a couple of stormwater catch basin grates that needed to be replaced. We were able to fabricate both grates in house with our welder. The purpose of these grates are to catch any large debris that could clog the stormwater drainage pipes. Several potholes in the roadways were also repaired. We use a product called cold asphalt patch, and it works well on these smaller asphalt repairs. The potholes are cut out square, then we add cold patch, and compact with our gas-powered compactor until the patch is level with the existing roadway surface.

Water resources pulled two lift station pumps that had clogged up, and had tripped the electrical breaker. These pumps were quickly pulled and repaired before any problems occurred. I would like to encourage that everyone on our wastewater collection system go to the Town website and check out our link on fats, oils, and grease. This will give you a better understanding on how to properly dispose of household garbage and waste. This link is also informative for residents that have septic systems also, and will save you trouble with your septic system down the road. If you do not have internet, then call the number below, and I will be more than willing to get you one of our brochures.

If you have any questions concerning the Water Resources/Public Works Department, please call us at 638-3540, Monday-Friday, 8am-4pm. After hour's water and sewer, emergencies can be reported by dialing the Town Hall at 638-3870. You will be instructed to dial "9" and follow the directions to contact the on call duty operator. You will then be asked to enter your phone number at the sound of the tone. After entering your phone number, the automated system will inform you that your page has been sent. Please, be patient and our utility systems operator will return your call. If you do not receive a call back within ten minutes, please notify the Police Department at 638-1108, and they will get in contact with the on-call utility systems operator.

MONTHLY ZONING REPORT

MONTH YEAR

Activity	Monthly	YTD Total
Permit Applications Received	7	15
Permits Issued	7	15
Fees Collected	1473.80	2190.60
Violations Noted During Weekly Patrol	10	16
Complaints Received From Citizens	4	5
Notice Of Violations Initiated	14	20
*see details below		
Remedial Actions Taken By Town	0	0

[illegible]

Town of River Bend



Monthly Financial Report

Printed 9/15/2020

This monthly report is provided as an oversight/management tool for the Town Council of the Town of River Bend. For ease of reporting, and in order to be consistent with the categories used in the annual budget process, this report summarizes the revenue and expenses in each of the three operational areas of the Town. Anyone interested in more detail, or further explanation of the contents of this report, is encouraged to contact Finance Officer Irving J. "Bud" Van Slyke, Jr. or Finance Administrator Margaret Theis.

Notes

The cash balances shown on page one are the amount of cash in each specific accounting fund. These funds are deposited in separate investment accounts. Pooled cash accounts used for operating funds but accounted for, in our internal systems, as individual accounts. Interest attributable to each account is allocated based upon the total rate of return of the account(s).

The FY Budget columns represents the original and current budget. As the fiscal year goes on and unforeseen expenses or revenues occur, we need to adjust the budget. The Council does this by formal amendment during a Council meeting. *Asterisked lines represent those budget items that have been amended since adoption.

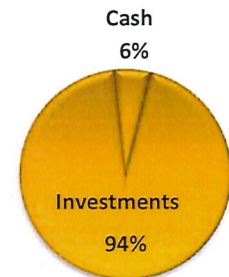
The acronym CIF used in this report is our Capital Improvement Fund(s) for water and wastewater. These funds are, by resolution of the Town Council, reserved for expenses related to expansion of these systems, or retirement of debt. The Water CIF receives revenue in the form of annual Hydrant Fee payments.

Because this is an annual budget, it is important to note that many lines shown in this report will vary, some significantly, from month to month, and in different times of the year. In many instances, capital payments for current fiscal year projects are made early in the fiscal year and the majority of our ad valorem tax receipts occur in the middle of the fiscal year. This is another reason to maintain an adequate fund balance.

Town of River Bend Financial Dashboard



Visit our web site <http://www.riverbendnc.org/finance.html> to view the Financial Dashboard. These dashboards are designed to give the user a quick overview of the status of revenues and expenditures in each of the Town's three major funds as reported in the Monthly Financial Report.

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Town of River Bend
Financial Report
Fiscal Year 2020 - 2021



General Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	% Budget
	Original	Current													Total	
Ad Valorem Taxes	713,246	713,246	30	1,027											1,057	0.1%
Ad Valorem Taxes - Vehicle	83,200	83,200	6,125	8,612											14,738	17.7%
Animal Licenses	2,400	2,400	60	110											170	7.1%
Local Gov't Sales Tax	295,751	295,751	24,717	27,360											52,077	17.6%
Hold Harmless Distribution	90,202	90,202	5,354	6,145											11,498	12.7%
Solid Waste Disposal Tax	2,500	2,500	0	542											542	21.7%
Powell Bill Fund Appropriation	0	0	0	0											0	0.0%
Powell Bill Allocation	84,500	84,500	0	0											0	0.0%
Piped Natural Gas Tax	0	0	0	0											0	0.0%
Beer & Wine Tax	13,500	13,500	0	0											0	0.0%
Video Programming Tax	53,680	53,680	0	0											0	0.0%
Utilities Franchise Tax	114,261	114,261	0	0											0	0.0%
Telecommunications Tax	10,330	10,330	0	0											0	0.0%
Court Cost Fees	500	500	9	32											41	8.1%
Zoning Permits	5,000	5,000	797	1,640											2,437	48.7%
State Grants*	0	72,303	0	0											0	0.0%
Federal Gov't Grants- BPV	0	0	0	0											0	0.0%
Federal Disaster Assistance	0	0	0	0											0	0.0%
State Disaster Assistance	0	0	0	0											0	0.0%
Recovery Grant NCORR-FLDG-004	99,568	99,568	99,568	0											99,568	100.0%
Miscellaneous	8,000	8,000	790	458											1,248	15.6%
Insurance Settlements	0	0	0	0											0	0.0%
Interest - Recovery Grant NCORR-FL	1,212	1,212	11	6											17	1.4%
Interest - Powell Bill	50	50	0												0	0.0%
Interest - Investments	9,755	9,755	96	44											140	1.4%
Contributions	422	422	0												0	0.0%
Wildwood Storage Rents	18,120	18,120	1,689	1681											3,371	18.6%
Rents & Concessions	18,000	18,000	1,500	1500											3,000	16.7%
Sale of Capital Assets	0	0	4,798	0											4,798	0.0%
Sales Tax Refund Revenue	0	0	0	0											0	0.0%
Trans. from Capital Reserve*	42,970	100,970	42,970	58,000											100,970	100.0%
Trans. from L.E.S.A. Fund	0	0	0	0											0	0.0%
Appropriated Fund Balance*	222,833	435,840													0	0.0%
Total	1,890,000	2,233,310	188,513	107,156	0	0	0	0	0	0	0	0	0	0	295,670	13.2%

*Astericked lines represent those budget items that have been amended since Original Budget adoption.

#DIV/0! indicates revenue was received, but not budgeted for this line item.

Town of River Bend
Financial Report
Fiscal Year 2020 - 2021



General Fund

Expenditures	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
Governing Body	28,700	28,700	2,203	994											3,197	11.1%
Administration	268,691	268,691	43,727	16,383											60,110	22.4%
Finance	120,181	120,181	19,023	7,544											26,567	22.1%
Tax Listing	10,880	10,880	0	322											322	3.0%
Legal Services	24,000	24,000	1,665	1,649											3,314	13.8%
Elections	0	0	0	0											0	0.0%
Public Buildings*	84,200	149,000	9,719	17,781											27,501	18.5%
Police*	573,245	590,548	110,187	36,326											146,513	24.8%
Emergency Management	4,000	4,000	832	1,961											2,793	69.8%
Animal Control	14,366	14,366	2,216	925											3,141	21.9%
Street Maintenance	221,686	221,686	5,749	6,512											12,261	5.5%
Public Works	167,240	167,240	18,436	12,759											31,196	18.7%
Leaf & Limb, Solid Waste	43,500	43,500	655	17,692											18,346	42.2%
Stormwater Management*	34,971	157,678	3,668	1,891											5,559	3.5%
Waterways & Wetlands*	3,000	68,000	0	0											0	0.0%
Planning & Zoning	48,363	48,363	7,356	3,160											10,516	21.7%
Recovery Grant NCORR-FLDG-004	100,780	100,780	14,110	7,129											21,239	21.1%
Recreation & Special Events	7,500	7,500	23	0											23	0.3%
Parks	50,370	50,370	6,687	2,579											9,266	18.4%
Transfers	66,359	139,859	66,359	73,500											139,859	100.0%
Contingency	17,968	17,968	0	0											0	0.0%
Total	1,890,000	2,233,310	312,614	209,107	0	0	0	0	0	0	0	0	0	0	521,721	23.4%

Capital / Debt (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
Capital Outlay	200,292	200,292	37,590	0											37,590	18.8%
Debt Service - Principle		0	0	0											-	0.0%
Debt Service - Interest		0	0	0											-	0.0%

*Astericked lines represent those budget departments that have been amended since Original Budget adoption.

BUS Capital Project Fund	Beginning Balance	July	Aug	Sept	Oct	Nov	Dec	FY to Date	
								Total	% Exp
Cash Balance	485,749	361,064	300,242						
Expenditures	829,757	124,711	60,835					1,015,303	74%
Interest earned	9,606	26	13					9,645	96%

Amended BUS Project Expend. 1,379,400
Interest earned budget 10,000
BUS Capital Project Fund Ord. 1,389,400

Town of River Bend
Financial Report
Fiscal Year 2020 - 2021



Water Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Col
Base Charge	234,862	234,862	39,043	349											39,391	16.8%
Consumption	213,326	213,326	40,429	76											40,506	19.0%
Other, incl. transfers	26,768	26,768	118	5,225											5,343	20.0%
Hydrant Fee	21,411	21,411	21,050	0											21,050	98.3%
Appropriated Fund Bal.	75,867	75,867	0	0											0	0.0%
Total	572,234	572,234	100,639	5,650											106,289	18.6%

Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
Admin & Finance	447,734	447,734	58,499	21,782											80,282	17.9%
Supply & Treatment	75,000	75,000	3,793	1,058											4,851	6.5%
Distribution	46,000	46,000	29,434	1,678											31,112	67.6%
Transfers / Contingency	3,500	3,500	0	0											0	0.0%
Total	572,234	572,234	91,726	24,519											116,245	20.3%

Capital (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
Capital Outlay	23,000	23,000	11,430	250											11,680	-

Cash Balances

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Water Fund	789,864	823,510										
Water Capital Reserve Fund (CIF)	244,663	244,672										

Water Produced

	Limit	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
Total Gallons		8,171,000	7,586,000											15,757,000	
Average daily gallons	925,000*	263,581	244,710											254,145	

* This is the permitted daily limit.

Town of River Bend
Financial Report
Fiscal Year 2020 - 2021



Sewer Fund

Revenue	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Col
Base Charge	292,304	292,304	48,632	298											48,930	16.7%
Consumption	303,101	303,101	53,704	127											53,832	17.8%
Other, incl. transfers	19,862	19,862	74	1,538											1,612	8.1%
Appropriated Fund Bal.	66,617	66,617	0												0	0.0%
Total	681,884	681,884	102,410	1,963											104,373	15.3%

Expenses	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
Admin & Finance	442,884	442,884	59,377	22,665											82,042	18.5%
Collection	64,000	64,000	5,299	989											6,288	9.8%
Treatment	112,000	112,000	4,882	4,121											9,003	8.0%
Transfers / Contingency	63,000	63,000	0	0											0	0.0%
Total	681,884	681,884	69,558	27,775											97,333	14.3%

Capital (included above)	Fiscal Year Budget		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Original	Current													Total	% Exp
Capital Outlay	22,000	22,000	11,430	250											11,680	53.1%

Cash Balances

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Sewer Fund	1,022,560	1,055,928										
Sewer Capital Reserve Fund (CIF)	11,246	11,247										

Wastewater Treated		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
	Limit														
Total Gallons		3,402,000	2,700,000											6,102,000	
Average daily gallons	330,000*	109,742	87,097											98,419	

* This is the permitted daily limit.



**TOWN OF RIVER BEND
PROPOSED BUDGET ORDINANCE AMENDMENT 20-B-03
FISCAL YEAR 2020-2021**

BE IT ORDAINED by the Council of the Town of River Bend, North Carolina that the 2020-2021 Budget Ordinance as last amended on September 10, 2020, be amended as follows:

Summary

General Fund	2,297,003
General Capital Reserve Fund	61,248
Law Enforcement Separation Allowance Fund	7,888
Water Fund	613,634
Water Capital Reserve Fund	2,800
Sewer Fund	709,484
Sewer Capital Reserve Fund	129
	<hr/>
Total	3,692,186

Section 1.

General Fund

**20-B-03
PROPOSED
CHANGES**

Anticipated Revenues

AD VALOREM Taxes 2020-2021	713,246	
AD VALOREM Tax-Motor Vehicle	83,200	
Animal Licenses	2,400	
Sales Tax 1% Article 39	136,448	
Sales Tax 1/2% Article 40	81,430	
Sales Tax 1/2% Article 42	68,324	
Sales Tax Article 44 105-524	9,549	
Sales Tax Hold Harmless Distribution	90,202	
Solid Waste Disposal Tax	2,500	
Powell Bill Allocation	84,500	
Beer and Wine Tax	13,500	
Video Programming Sales Tax	53,680	
Utilities Franchise Tax	114,261	
Telecommunications Sales Tax	10,330	
Court Refunds	500	
Zoning Permits	5,000	
State Grant - Police	22,653	
State Grant - CARES Act CRF funding	49,650	
Recovery Grant NCORR-FDLG-004	99,568	
Miscellaneous	8,000	
Interest-NCORR-FDLG-004 Investments	1,212	
Interest- Powell Bill Investments	50	
Interest-Gen Investments	9,755	
Contributions	421	
Wildwood Storage Rents	18,120	
Rents & Concessions	18,000	
Transfer From Capital Reserve Fund (Channel Run Drainage Project)	164,663	63,693
Appropriated Fund Balance	435,840	
Total	<hr/> 2,297,003	<hr/> 63,693

Section 1. General Fund (continued)**20-B-03
PROPOSED
CHANGES**

Authorized Expenditures

Governing Body	28,700	
Administration	268,691	
Finance	120,181	
Tax Listing	10,880	
Legal Services	24,000	
Elections	0	
Police	590,548	
Public Buildings	149,000	
Emergency Services	4,000	
Animal Control	14,366	
Street Maintenance	221,686	
Public Works	167,240	
Leaf & Limb and Solid Waste	43,500	
<i>Stormwater Management (Channel Run Drainage Project)</i>	221,371	63,693
Wetlands and Waterways	68,000	
Planning & Zoning	48,363	
Recovery Grant NCORR-FDLG-004	100,780	
Recreation & Special Events	7,500	
Parks & Community Appearance	50,370	
Contingency	17,968	
Transfer To General Capital Reserve Fund	60,000	
Transfer To L.E.S.A. Fund	6,359	
Transfer To BUS Capital Projects Fund	73,500	
Total	2,297,003	63,693

Section 2. General Capital Reserve Fund

Anticipated Revenues

Contributions from General Fund	60,000
Interest Revenue	1,248
Total	61,248

Authorized Expenditures

Transfer to General Fund	164,663
Future Procurement	-103,415
	61,248

Section 3. Law Enforcement Separation Allowance Fund

Anticipated Revenues:

Contributions from General Fund	6,359
Interest Revenue	100
Appropriated Fund Balance	1,429
Total	7,888

Authorized Expenditures:

Separation Allowance	7,888
----------------------	-------

Section 4.**Water Fund**

20-B-03
PROPOSED
CHANGES

Anticipated Revenues

Utility Usage Charges, Classes 1 & 2	188,595	
Utility Usage Charges, Classes 3 & 4	8,534	
Utility Usage Charges, Class 5	13,226	
Utility Usage Charges, Class 8	2,971	
Utility Customer Base Charges	234,862	
Hydrant Availability Fee	21,411	
Taps & Connections Fees	1,250	
Nonpayment Fees	10,500	
Late payment Fees	6,723	
Interest Revenue	6,794	
Sale of Capital Asset	1,501	
Appropriated Fund Balance (Meter project engineering)	117,267	41,400
Total	613,634	

Authorized Expenditures

Administration & Finance [1]	447,734	
Operations and Maintenance (Meter project engineering)	162,400	41,400
Transfer To Fund Balance for Capital Outlay	3,500	
Transfer To Water Capital Reserve Fund	0	
Total	613,634	

[1] Portion of department for bond debt service: 148,830

Section 5.**Water Capital Reserve Fund**

Anticipated Revenues

Contributions From Water Operations Fund	0	
Interest Revenue	2,800	
Total	2,800	

Authorized Expenditures

Future Expansion & Debt Service	2,800	
---------------------------------	-------	--

Section 6.**Sewer Fund****20-B-03
PROPOSED
CHANGES**

Anticipated Revenues:

Utility Usage Charges, Classes 1 & 2	249,338	
Utility Usage Charges, Classes 3 & 4	17,688	
Utility Usage Charges, Class 5	29,873	
Utility Usage Charges, Class 8	6,202	
Utility Customer Base Charges	292,304	
Taps & Connection Fees	1,250	
Late payment Fees	7,740	
Interest Revenue	9,372	
Sale of Capital Asset	1,500	
<i>Appropriated Fund Balance (Meter project engineering)</i>	<i>94,217</i>	<i>27,600</i>
Total	709,484	

Authorized Expenditures:

Administration & Finance [2]	442,884	
<i>Operations and Maintenance (Meter project engineering)</i>	<i>203,600</i>	<i>27,600</i>
Transfer to Fund Balance for Capital Outlay	63,000	
Transfer to Sewer Capital Reserve Fund	0	
Total	709,484	

[2] Portion of department for bond debt service: 128,520

Section 7.**Sewer Capital Reserve**

Anticipated Revenues:

Contributions From Sewer Operations Fund	0	
Interest Revenue	129	
Total	129	

Authorized Expenditures:

Future Expansion & Debt Service	129	
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Section 8. **Levy of Taxes**

There is hereby levied a tax at the rate of twenty-six cents (\$0.26) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2020, for the purpose of raising the revenue listed as "Ad Valorem Taxes 2020-2021" in the General Fund Section 1 of this ordinance. This rate is based on a valuation of \$275,400,000 for purposes of taxation of real and personal property with an estimated rate of collection of 99.61%. The estimated collection rate is based on the fiscal year 2018-2019 collection rate of 99.61% by Craven County who has been contracted to collect real and personal property taxes for the Town of River Bend. Also included is a valuation of \$32,000,000 for purposes of taxation of motor vehicles with a collection rate of 100% by the North Carolina Vehicle Tax System.

Section 9. **Fees and Charges**

There is hereby established, for Fiscal Year 2021, various fees and charges as contained in Attachment A of this document.

Section 10. **Special Authorization of the Budget Officer**

- A. The Budget Officer shall be authorized to reallocate any appropriations within departments.
- B. The Budget Officer shall be authorized to execute interfund and interdepartmental transfers in emergency situations. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.
- C. The Budget Officer shall be authorized to execute interdepartmental transfers in the same fund, including contingency appropriations, not to exceed \$5,000. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.

Section 11. **Classification and Pay Plan**

Cost of Living Adjustment (COLA) for all Town employees shall be 3.1% and shall begin the first payroll in the new fiscal year. The Town Manager is hereby authorized to grant merit increases to Town employees, when earned, per the approved Pay Plan.

Section 12. **Utilization of the Budget Ordinance**

This ordinance shall be the basis of the financial plan for the Town of River Bend municipal government during the 2020-2021 fiscal year. The Budget Officer shall administer the Annual Operating Budget and shall ensure the operating staff and officials are provided with guidance and sufficient details to implement their appropriate portion of the budget.

Section 13. **Copies of this Budget Ordinance**

Copies of this Budget 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.

Proposed this 17th day of September, 2020.

John R. Kirkland, Mayor

Attest:

Ann Katsuyoshi, Town Clerk



AVOLIS ENGINEERING, PA

P.O. Box 15564 · New Bern, North Carolina 28561 · 252.633.0068 · License No. C-0706

September 14, 2020

Mr. Delane Jackson
Town Manager
Town of River Bend
45 Shoreline Drive
River Bend, NC 28562

RE: 2020 Drainage Improvements – Town of River Bend
AE Project No. 19073

Dear Delane:

On September 10, 2020, a public bid opening was conducted associated with the 2020 Drainage Improvements project for the Town of River Bend. Bids were received for the project as outlined below:

Bidder	Base Bid - Total
Avolis Landworks, LLC	\$161,000.00
Hardy Construction, Inc.	\$156,000.00

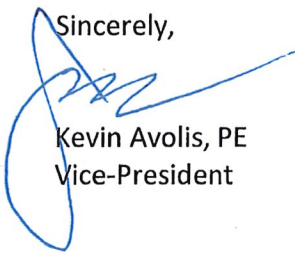
The apparent low bidder is Hardy Construction, Inc.

It is our recommendation that an award be made to Hardy Construction, Inc. in the amount of \$156,000.00 for all work associated with the **Base Bid**.

If acceptable to the Town of River Bend, we can prepare construction contracts for execution.

Should you have any questions relating to this matter or need any additional information or assistance, please do not hesitate to call.

Sincerely,



Kevin Avolis, PE
Vice-President



Coates' Canons Blog: IRS Issues Guidance on the Employee Social Security Tax Deferral

By Diane Juffras

Article: <https://canons.sog.unc.edu/irs-issues-guidance-on-the-employee-social-security-tax-deferral/>

This entry was posted on August 31, 2020 and is filed under Accounting, Reporting, Auditing, Compensation & Benefits, Employment, Featured Posts Related To COVID-19, Finance & Tax, General Local Government (Miscellaneous)

On August 8, 2020, President Trump issued an Executive Order as part of an effort to put more spending money in consumers' pockets and stimulate the economy. The Order authorized employers to defer the withholding and deposit of the employee portion of the social security tax. To be technical about it, the President directed the Secretary of the Treasury to authorize the deferral, as only the Secretary has the authority to do so under the Internal Revenue Code. For most of August, employers were left wondering about some basic questions. Would the deferral be voluntary or required? When, if ever, would the money have to be recouped and deposited with the IRS? Secretary Mnuchin made a few comments in television interviews, but most employers wanted something a little more substantial in the way of guidance. On Friday, August 28, 2020, the IRS issued Notice 2020-65, which answered basic questions about how the deferral will work.

Background

The Internal Revenue Code requires both employers and employees to pay social security and Medicare taxes (FICA taxes) on the wages of employees. The social security portion of these payroll taxes is referred to by the acronym OASDI (26 U.S.C. § 3111(a) refers to this as Old Age, Survivors and Disability Insurance). The Medicare portion is called "hospital insurance" in the relevant portions of the Internal Revenue Code (see, for example, here).

The Internal Revenue Code requires employers to withhold the employee portion of social security and Medicare taxes from the employee's paycheck. For the social security tax, the amount to be withheld is 6.2% of wages and for the Medicare tax it is 1.45%. Employers pay FICA taxes in an amount identical to what they withhold from the employee's paycheck.

The President's August 8th Executive Order and the IRS Guidance on Its Implementation

The Order directed the Secretary of the Treasury **to authorize employers to defer** the withholding and deposit of *the employee portion of the social security tax*. The Order does *not* affect the employer social security tax contribution and it does not affect either the employer or the employee contribution to Medicare.

Notice 2020-65 is brief – only three pages long – and likely does not answer all of the questions employers may have about the payroll tax deferral. Here is what it says:

- **The program is voluntary.** Employers may voluntarily elect to defer the employee portion of the social security tax (6.2% of wages) for wages paid between September 1, 2020 and December 31, 2020. There is no requirement that employers do so and there is no penalty if employers choose not to do so. There is no requirement that employers give employees a choice about whether to defer the social security tax. The employer chooses.
- **The deferral applies only to employees making less than \$4,000 on a bi-weekly pay period.** That is the equivalent of \$104,000 on an annualized basis, \$2,000 on a weekly basis, and \$8,666.67 on a monthly basis. The determination of whether an employee's wages are less the \$4,000 bi-weekly threshold must be made each pay period. An employee whose wages are on the cusp of the \$4,000 threshold and who earns overtime or other extra compensation in some weeks may qualify for the deferral in some pay periods but not in others.

These amounts are gross income, of course, before any taxes are deducted. Exempt from the calculation are any amounts excluded from the definition of wages by the Internal Revenue Code at 26 U.S.C. 3121(a). I understand the amounts excluded to include employee contributions to health insurance premiums, deductions made pursuant to a Section 125 cafeteria plan, and retirement contributions (in other words, deductions made pre-tax), but I am



not a tax lawyer. *Local government employers should consult with their attorneys, auditors or payroll tax advisors before implementing the deferral.*

- **This is a deferral, not a waiver.** If an employer chooses to defer the employee portion of the social security tax, the entire amount deferred will have to be collected from the employee and paid to the IRS no later than April 30, 2021. Interest and penalties will begin to accrue on May 1, 2020. In essence, the payroll tax deferral is like a loan to employees.

Participating employers may start recouping the deferred social security contributions from employees in January 2021 by deducting the amount of deferred contributions from employees' pay. The practical effect will be that for the four-month period beginning in January 2021 and ending April 30, 2021, employees will have approximately double the amount of social security tax deducted from their paychecks (in other words, for each paycheck, both the current social security tax contribution and an amount reflecting the deferred contribution will be deducted from each employee's paycheck).

- ✱ • **Employers are ultimately on the hook for repaying the employee's deferred contributions.** Although it is the employee who will owe the deferred social security tax, it will be the employer's responsibility to collect it. *If the employer cannot collect it, the employer will be responsible for the paying the amount owed by the employee.*

Conclusion

IRS Notice 2020-65 may not answer all of the questions that employers have about the payroll tax deferral program, but it is the only guidance available to date. *I have no further information or insights about the payroll deferral program. Please do not ask me questions about it, because I do not have any answers.* If the IRS issues any additional guidance, this blog post will be updated and an update date will be displayed under the blog post title. **No local government employer should implement the employee social security tax deferral without first consulting with its attorney and auditor.**

Links

- www.law.cornell.edu/uscode/text/26/3111
- www.law.cornell.edu/uscode/text/26/3101
- www.law.cornell.edu/uscode/text/26/3121



NORTH CAROLINA LOCAL GOVERNMENT

DEBT SETOFF CLEARINGHOUSE



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2021 Annual Participation Form

- **2021 PARTICIPATION FORM IS NOW AVAILABLE - AS OF AUGUST 17, 2020**
- **2021 PARTICIPATION FORM ALSO REQUIRES COMPLETION OF AN ELECTRONIC SIGNATURE FORM - AN EMAIL WILL BE SENT WITHIN DAYS OF COMPLETION OF THE FORM BELOW**
- **ALLOWS FOR DEBT SUBMISSION FROM DATE OF ELECTRONIC SIGNATURE COMPLETION THROUGH DECEMBER 31, 2021**
- **ONLY ONE FORM NEEDED FOR A LOCAL GOVERNMENT ENTITY - COVERS ALL DEPARTMENTS**
- **THE COORDINATOR AND CONTACT CAN BE THE SAME PERSON**
- **CLICK [HERE](#) TO ENTER UP TO 10 NAMES AND EMAIL ADDRESSES - IF ANY CHANGES**
- **CLICK [HERE](#) TO VIEW THE 2021 PARTICIPATION FORM INSTRUCTION GUIDE**

1) Date

09/10/2020

2) Local Government Name

TOWN OF RIVER BEND

3) Type of Participant

- ☒ City/Town/Village
☐ County
☐ Water & Sewer (162A Art. 1)*
☐ Joint Regional Agency (160A Art. 20)
☐ Public Health Authority (130A - Art. 2, Part 1B)
☐ Metropolitan Sewerage District (162A Art. 5)
☐ Sanitary District (130A Art. 2, Part 2)
☐ Housing Authority (157)
☐ Reg. Solid Waste Auth. (153A Art. 22)

* if a municipality providing Utilities - select City/Town/Village, not Water & Sewer (162A Art. 1)

4) Coordinator Name

Margaret Theis

Main contact for the Clearinghouse

5) Coordinator Phone Number

252-638-3870

6) Coordinator Email address

finance@riverbendnc.org

7) Coordinator Email address (re-enter for verification)

finance@riverbendnc.org

8) Coordinator Mailing Address

Town of River Bend
45 Shoreline Drive
River Bend, NC 28562

9) Contact Name

Margaret Theis

Contact for debtors. May be the same person as Coordinator

10) Contact Phone Number

252-638-3870

11) Contact Email Address

finance@riverbendnc.org

12) Contact email address (re-enter for verification)

finance@riverbendnc.org

13) Hearing Officer and Title/Position

Margaret Theis
Finance Administrator

14) Name and/or Department for Debtors to be referred to when calling the Interactive Voice Response (IVR)

Margaret Theis, Finance Department

15) Telephone Number for Debtors to be referred to when calling the Interactive Voice Response (IVR)

252-638-3870 ext 5

16) Would you like different contacts and phone numbers for different departments/types of debt?

- ☒ No - just 1 needed
☐ Yes- please contact Coordinator to discuss
☐ Already Set-up-No changes needed at this time
☐ Already Set-up-Have changes, please contact Coordinator

17) Current Method for Transmitting Debts (if already participating) or Choice (if not yet participating)

- ☒ Client Software: Encrypted Data and Encrypted File Transfer (No Cost)
☐ Secure Web Access: Encrypted File Transfers: ASCII ONLY (No Cost)
☐ Hardcopy Forms by Secure Fax (No cost for 50 debtors or less)

18) Type of Debt(s) currently being submitted (for information only)

- ☒ Taxes - Property
☐ Taxes - Vehicle
☒ Utilities
☐ EMS
☐ Health
☐ Alarms
☒ Animal violations
☒ Assessments
☒ Civil citations
☒ Code enforcement
☐ Demolitions
☒ Employees
☐ Environmental
☒ Fines (library/other)
☐ Housing
☐ Inspections
☐ Landfill
☐ Loans
☒ Maintenance (lawn,trees)
☒ Nuisance
☒ Ordinance violations
☒ Parking tickets
☐ Privilege license (debts prior to 6/30/2015)
☐ Recreation
☒ Returned checks
☐ Sewer tap
☐ Solid Waste
☒ Storage rental
☐ Storm water
☒ Traffic citations
☐ None (a new participant)

19) Other types of debts not listed above

20) Name of Person completing this form

Margaret Theis

21) Title of Person completing this form

Finance Administrator

Instructions for Completion and Submission:

- a) Complete items 1 - 22 above
- b) Click "Print this Form" (OPTIONAL)
- c) Click "Submit Form" (REQUIRED) which will submit and clear all entries. Clicking **SUBMIT** prior to **PRINT** requires a re-start.
- d) An official 2021 Participation form will be electronically mailed to the email in #22. The form must be electronically signed by a local government official. A signed original **NO LONGER** needs to be mailed.

[Print This Form \(optional\)](#)

[Submit Form](#)

PUBLIC WORKS ADVISORY BOARD REPORT

The Public Works Advisory Board (PWAB) did not meet in September.

This board has several open positions and would welcome persons interested in completing an application to join the PWAB.

All of the Advisory Boards have found it difficult to meet during this COVID-19 period of uncertainty. This fact has probably had an impact on the recruiting of new members for several boards.

All of the Advisory Boards are critical to the function of governance in River Bend. The members of the Boards bring different ideas and perspective to every aspect of Town operations. Through the Council appointed liaison to each board the actions of the boards are reported at the Council meetings for consideration as the Council takes action to implement projects being given to the Town Manager for implementation.

Please give consideration to becoming an advisory board member. Contact the Town Clerk's office for information and an application form if interested. Particularly the PWAB.



RECEIVED

SEP 12 2020

TOWN OF RIVER BEND

TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562
T 252.638.3870
F 252.638.2580
www.riverbendnc.org

REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS

Public Works Advisory Board (PWAIB)
BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

Lloyd Gilbert Carroll III "Tripp" TrippCarrollC@gmail.com
NAME E-MAIL ADDRESS

268 Shoreline Dr. New Bern NC 28562 252-514-5862
STREET ADDRESS PHONE #

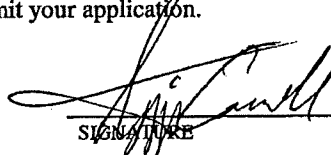
If you listed a post office box, do you live in the Town of River Bend? ☐ Yes ☐ No

PLEASE LIST ANY EDUCATION, SPECIAL SKILLS, OR EXPERIENCE YOU HAVE THAT WOULD BE OF USE TO THE TOWN COUNCIL IN CONSIDERING YOUR APPLICATION (Please include any committees you have belonged to and offices held that would be helpful in considering your application):

- BS in Finance @ Virginia Tech University
- Played football for Virginia Tech 4 years letterman
- Commercial Sales in Precision Cooling / Data Center Supply (10 yrs)
- President of local Hunt Club serving 50 members (Current)
- Currently a stay at home father to (2) Boys Ages (5,3)
- Associates in Sustainable Agriculture @ Clatsop County Comm. College
- Skills & work well with others, lead when necessary (Fair and Honest)
- Flexible Schedule would allow for anything needed of Board

IF YOU NOW SERVE OR HAVE SERVED ON ANY TOWN COMMITTEES, PLEASE LIST DATES:

This information will be used by the Town Council in making appointments to Boards and Commissions, and in the event you are appointed, it may be used as a news release to identify you to the community. This form will be retained by the Town for one year after its submission. If after one year, you have not been appointed and wish to be considered for future appointments, you must resubmit your application.


SIGNATURE

9-9-20
DATE

**SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of September 2, 2020 ("Effective Date")
between

The Town of River Bend, NC ("Owner")

and

Municipal Engineering Services Company, P.A. ("Engineer").

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows:

Water Meter Replacement and Billing Server Relocation ("Project").

Engineer's Services under this Agreement are generally identified as follows:

Preparation of an Engineering Report and Environmental Document in accordance with the NC Division of Water Infrastructure requirements for Project No. 2008, Grant and Construction Administration, Engineering Design Specifications, Bidding Services, and Construction Observation for the replacement of approximately 1,460 water meters within the Town of River Bend and the Relocation of the Billing Server from its current location within the Town's Administrative Offices to the newly constructed Town of River Bend's Police Station.

Owner and Engineer further agree as follows:

1.01 Basic Agreement and Period of Service

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 7.01 and 7.02.
- B. Engineer shall complete its services within a reasonable time, or within the following specific time period as mandated by the North Carolina Division of Water Infrastructure: Submittal of an Engineering Report by December 1, 2020, Bid and Design Package Submittal by November 1, 2021, Advertise and Receive Bids by July 1, 2022, and Execute Construction Contracts by August 1, 2022.

- C. If the Project includes construction-related professional services, then Engineer's time for completion of services is conditioned on the time for Owner and its contractors to complete construction not exceeding six (6) months. If the actual time to complete construction exceeds the number of months indicated, then Engineer's period of service and its total compensation shall be appropriately adjusted.

2.01 *Payment Procedures*

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:

1. For cause,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
- b. By Engineer:
- 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.

Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.

- c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period

provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.

- B. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.
- C. This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located.
- D. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor. Engineer is not responsible for variations between actual construction bids or costs and Engineer's opinions or estimates regarding construction costs.
- E. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by Engineer.
- F. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (EJCDC C-700, 2007 Edition) unless the parties agree otherwise.
- G. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.
- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting

from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.

- I. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.
- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Basis of Payment—Lump Sum*

- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:
 - 1. A Lump Sum amount of \$54,000.00 for the Preparation of the Engineering Report, Environmental Document, Grant and Construction Administration, Engineering Design Specifications, and Bidding Services.
- B. The portion of the compensation amount billed monthly for Engineer's services will be based upon Engineer's estimate of the percentage of the total services actually completed during the billing period. These services shall be described as follows:

Engineering Report/Environmental Document	\$ 14,000.00
Grant Administration	\$ 5,000.00
Construction Administration	\$ 12,000.00
Engineering Design	\$ 18,000.00
Bidding Services	\$ 5,000.00

PLUS

7.01 *Basis of Payment—Hourly Rates Plus Reimbursable Expenses*

A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:

1. An amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class for all services performed on the Project, plus reimbursable expenses and Engineer's consultants' charges, if any.
2. Engineer's Standard Hourly Rates are attached as Appendix 1.
3. The total compensation for services and reimbursable expenses is estimated to be \$15,000.00 for Construction Observation.

7.02 *Additional Services:* For additional services of Engineer's employees engaged directly on the Project, Owner shall pay Engineer an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any. Engineer's standard hourly rates are attached as Appendix 1.

Total \$ 69,000

Attachments: Appendix 1, Engineer's Standard Hourly Rates

/.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER:

By: _____

Delane Jackson

Title: Town Manager, Town of River Bend, NC

Date Signed: _____

Address for giving notices:

Town of River Bend

45 Shoreline Dr.

River Bend, NC 28562

ENGINEER:

By: _____

John R. Blowe, PE

Title: Compliance Manager, Municipal Engineering Services Company, P.A.

Date Signed: September 2, 2020

Engineer License or Firm's Certificate
Number: C-0281

State of: North Carolina

Address for giving notices:

Municipal Engineering Services Company, P.A.

68 Shipwash Dr.

Garner, NC 27529

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer



ENGINEERS JOINT CONTRACT
DOCUMENTS COMMITTEE

This is **Appendix 1, Engineer's Standard Hourly Rates**, referred to in and part of the Short Form of Agreement between Owner and Engineer for Professional Services date, September 2, 2020.

Engineer's Standard Hourly Rates

A. *Standard Hourly Rates:*

1. Standard Hourly Rates are set forth in this Appendix 1 and include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. The Standard Hourly Rates apply only as specified in Paragraphs 7.01 and 7.02, and are subject to annual review and adjustment.

B. *Schedule of Hourly Rates:*

Hourly rates for services performed on or after the Effective Date are:

Sr. Principal Engineer	\$185.00 per hour
Sr. Project Engineer	150.00 per hour
Principal Project Manager	150.00 per hour
Senior Project Manager	140.00 per hour
Senior Engineer I	140.00 per hour
Funding Director	90.00 per hour
Funding Administrator	80.00 per hour
Expert Witness	200.00 per hour
Environmental Specialist II	85.00 per hour
Environmental Specialist	75.00 per hour
Lead Senior Designer	90.00 per hour
Senior Designer	85.00 per hour
Design Technician	75.00 per hour
Professional Land Surveyor	125.00 per hour
Survey - Robotics	120.00 per hour
Survey - GPS	150.00 per hour
Survey Technician	77.00 per hour
Senior Construction Observer	77.00 per hour
QA/QC Field Supervisor	80.00 per hour
Secretary	55.00 per hour
Consultants	Cost plus 15%
Direct Costs	Cost plus 15%


Note: There is no charge for mileage.

AFFIDAVIT E-VERIFY COMPLIANCE

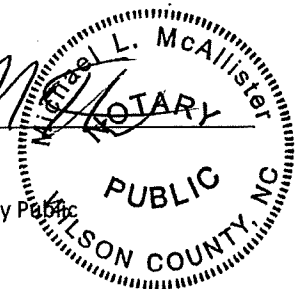
- X After hiring an employee to work in the United States, I verify the work authorization of a said employee through E-Verify and retain the record of the verification of work authorization while the employee is employed and for one year thereafter; or

5. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that to the best of my knowledge, any subcontractors employed as a part of this bid and/or contract are in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which one applies):

_____ Employ less than twenty-five (25) employees in the State of North Carolina.
Specify subcontractor: _____

0. 
 Carol R. Woodlie
 Secretary / Treasurer
 Municipal Engineering Services Co., PA

Michael L. McAllister, Notary Public
Printed Name



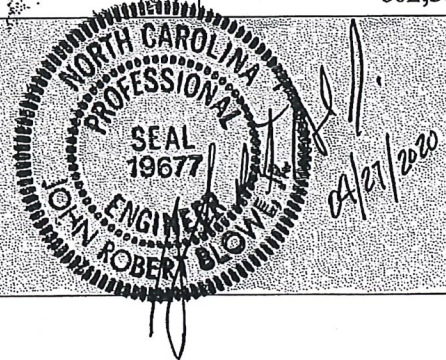
(OVER)

Grant Application

9. Project Budget (for Construction Projects Only)			
	Division Funding Requested	Other Secured Funding Source(s)	Total Cost Amount
Indicate construction costs by line item (e.g., linear feet of different-sized lines)			
Construction Costs			
Replace 1460 water meters with AMR meters	465,000		465,000
Upgrade / Relocate Billing Server outside of Floodplain	20,000		20,000
Contingency (10% of construction costs):	48,500		48,500
Construction Subtotal:	533,500		533,500
Engineering Costs			
Engineering Design	18,000		18,000
Permitting			
Land Surveying Costs			
Engineering Subtotal:	18,000		18,000
Administration Costs			
Planning			
Easement Preparation			
Project / Construction Administration	12,000		12,000
Loan Administration	5,000		5,000
ER Preparation	8,500		8,500
Environmental Documentation Preparation	5,500		5,500
Bidding	5,000		5,000
Other (Periodic Inspection)	15,000		15,000
Administration Subtotal:	51,000		51,000
TOTAL PROJECT COST:	602,500		602,500

Total \$69,000

A PE Seal for the estimate must be provided in the space to the right for the application to be considered complete.





RBCOG Garden Report – 9/2/20 FOR Parks & Rec, Council



AUGUST 2020

RBCOG has not resumed regular garden meetings but volunteers continue to work and observe physical distancing requirements.

It may still be 90 degrees but it's time to transition to a fall garden. When summer crops are removed the beds will be left exposed until they have been rototilled. Then they will be covered with a heavy layer of mulch. Beds that rested during the summer will be sowed with a few winter vegetables – lettuce, kale, Swiss chard, radishes, turnips and rutabaga. Garlic will be planted in October.

Watermelon, butternut squash, peppers, and eggplant are being harvested. A bumper crop of basil needs a home. Expected harvest time for the sweet potatoes and peanuts is late September.

Because Interfaith Refugee Ministries is closed we are donating the harvest to the Asian community through a member of the Green Team. They have received red noodle beans, bitter melon, okra and sweet potato vines.

A small 4-tine rototiller was purchased. There is a need to turn over beds frequently if they are contaminated with root knot nematodes. Healthy beds will not be tilled.

The butterfly habitat is filled with monarch and swallowtail caterpillars. In addition to our own, people are bringing their caterpillars to the habitat where the survival rate is almost 100%. Newly emerged butterflies are released daily.

Beekeeper/bee whisperer Reinhold Wind checked the hives and pronounced them to be in excellent shape. The type of hives we have are built primarily for honeybees to feed themselves as they pollinate the area's crops. Any honey harvested will be extra that the bees won't need when they winter-over.

Four elementary-aged home-schooled children visited the garden. Dee and Christy presented a lesson plan that encompassed the vegetables and herbs, the B&B, bees and butterflies. The children were enthralled by the monarch habitat. On September 2nd they returned with a donation and two artistically painted rocks to add to the monarch garden. Our gratitude goes to Anna, Emily, Abram and Ava for their thoughtfulness.

Starting time is flexible gardeners work six mornings a week. Community members are always invited to stop in to see what's happening and to say hi.

8/10/20 RED CABOOSE LIBRARY MEETING AGENDA AND SUMMARY

I. Re-opening the Library

A. Review/Finalize New Library Procedures:

The four page document was reviewed and discussed by the Board. After discussion, the document was adopted.

B. Training forms review:

Using the form, each volunteer will be retrained in the new procedures. Upon completion of training, a copy of the form will then be given to the volunteer, along with a form to list the date and shift the volunteer would like to serve.

C. Selection of volunteers for retraining:

The list of volunteers, including new members, was circulated and each Board member chose five volunteers to train.

II. Presentation:

On Hold

III. Fundraising:

At this time, we are proposing a Book/Bake Sale on Sat. 11/21 with a raindate of Sun. 11/22.

IV. Future Library Endeavors:

On Hold

V. Library Status: Town Council/Parks and Rec.

A. List of Library Patrons:

Wendy has completed the list and will continue to up-date.

B. Town Council Communications:

Gloria appeared at Council Work Session and Linda appeared at Council Monthly Meeting to lay out and explain our plan for re-opening. The Council approved our plan and will allow our re-opening on Sept. 8.

C. Parks and Rec. Communications:

Gloria was not notified of any Parks and Rec. meeting in August.

VI. General Library Operations

A. "Tweens" Project:

On Hold

B. Computer Project:

The lap-top will be limited to use by Library volunteers ONLY for the present.

VI. Financial: Current balance s \$2977.13 with all bills paid.

EWAB meeting 9/7/2020 7 PM

Chairman Stevens opened the meeting at 7:01 PM in the large meeting room in the municipal building.

There was a quorum of members, there were no visitors.

Social distancing was observed, most members wore face masks.

The minutes for the last meeting on February 2, 2020 were read and approved.

Councilman Leonard gave an update on the ongoing renovations to townhall and completion of the new municipal building.

Old business.

The board voted on the design, numbers and placement of No Wake Signs in the canal system.

Canal ownership: Councilman Leonard gave an update from the town attorney which was that he has not been able to determine ownership and has not received any replies from the companies he reached out to.

Canal sounding survey: the board voted to have the town manager investigate hiring a contractor to conduct a baseline survey of the current canal system.

Drainage: Councilman Leonard gave an update on the ongoing projects in town. The board voted to have to town takeover responsibility for the Stormwater Drainage System.

Dredging: Councilman Leonard provided an updated on the status of the Island lake project. It was noted that one or more of the channel markers leading into Island lake were damaged and need repair. The board recommended that repair be added to the dredging work if possible.

New business.

There was no new business.

Volunteer hours.

Several members reported one or more hours each.

Next EWAB meeting.

October 5, 2020 at 7 PM in the municipal building.

The meeting adjourned at 8 PM.

RIVER BEND, TWO YEARS POST HURRICANE FLORENCE

Hurricane Florence visited Eastern North Carolina and River Bend on 18 September 2018. As has been said that was truly a "night to remember." The removal of debris that piled up alongside Town streets post hurricane took a month. The Town was immediately busy with contractors removing damaged material from the flooded homes and from the police/public works Town building. The Federal Emergency Management Administration assigned a team to work with Town Staff in the interface with impacted citizens. This team remained with us for several weeks. The Town Council demonstrated great flexibility in attending a number of called meetings to authorize documents necessary for state and federal grants and associated reports. These meetings provided a forum where all members of the Town's Governing Body were advised of physical conditions in Town and also continuing activity of the Town's workforce and contractors.

A sincere thanks is offered for the Town Manager, the Police Department, and the Public Works staff. Also for the Rhems Fire Department who had members available for this period providing assistance. The Fire Department housed and fed our staff members already mentioned for three days. They also welcomed persons from Baltimore and New York City who came on the day after the hurricane to assist in water rescue of persons stranded in flooded homes. All these people deserve recognition for their 100% involvement during the period that the hurricane came ashore and hovered over the area for two days.

The weeks that followed, the entire Town Staff worked long hours day-after-day to interface with citizens involved in addressing their flooding losses. Town Manager Jackson and Public Works/Water Resources Superintendent Brandon Mills were involved with the contractors working under Town contracts for remedial action associated with recovery. Brandon Mills led the Public Works/Water Resources Staff in maintaining the Town's utility systems in service and providing uncompromised water to all customers. Allison McCollum, the Town's assistant zoning administrator, provided advice to all the Town's flood impacted homeowners for several weeks as she worked with the members of the FEMA team that were in residence. Town Manager Jackson was in constant contact with FEMA, State and Craven County Emergency Management staff to follow what grant funding would be available for Town recovery assistance. The entire Staff contributed to the extra workload and at the same time continued the demanding routine necessary for normal operations. The Town's Finance Department composed of Margaret Theis and Mandy Gilbert professionally managed the small mountain of paperwork and records associated with the FEMA declared disaster. Their diligent and thorough efforts helped the Town secure the maximum reimbursement from FEMA totaling nearly \$1,000,000. That effort was a yearlong process and is still not totally closed out.

With the recovery demands, it is also worthy to note that the Manager and Staff were able to continue projects that the Town Council had authorized. Specifically the annual street maintenance paving, the planned utility maintenance projects, the contract award and construction of the new Municipal Building.

Now, two years later, there is still some recovery work in progress but we all owe thanks for the dedicated service of the individual organizations and persons mentioned here. Please say thanks for their commitment to the Town and for the personal contribution, each has made.