



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
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www.riverbendnc.org

RIVER BEND TOWN COUNCIL AGENDA

Regular Meeting

October 15, 2020

River Bend Municipal Building

7:00 pm

Pledge: Leonard

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 September 10, 2020 Work Session

Minutes of the September 17, 2020 Regular Council Meeting

7. TOWN MANAGER'S REPORT – Delane Jackson

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. Planning Board – Councilman Buddy Sheffield
 - A. Planning Board Report
 - B. VOTE – Public Hearing for Subdivision Ordinance Amendment
 - C. VOTE – Public Hearing for Stormwater Drainage Amendment
9. Public Safety – Councilman Don Fogle
 - A. VOTE – Room Naming Options

10. Parks & Recreation/CAC – Councilman Harry “Bud” McClard
 - A. Parks and Rec Report
 - B. Organic Garden Report
 - C. Library Report
11. Public Works and Water Resources – Mayor John Kirkland
 - A. PWAB Report
12. Finance – Councilman Irving Van Slyke, Jr.
 - A. Financial Report - Finance Administrator
13. Environment and Waterways – Councilman Brian Leonard
 - A. EWAB Report
14. MAYOR'S REPORT – Mayor Kirkland
15. 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.

16. ADJOURNMENT

*****NOTE – DUE TO CONSTRUCTION AT TOWN HALL, THIS MEETING WILL BE HELD IN THE MUNICIPAL BUILDING AT 51 SHORELINE DRIVE.**

DUE TO COVID-19, SEATING IS LIMITED AND ON A FIRST-COME BASIS. WE ENCOURAGE EVERYONE TO PRACTICE THE 3-W'S.

**River Bend Town Council
Work Session Minutes
September 10, 2020
River Bend Town Hall
5:00 P.M.**

Present Council Members	Mayor John Kirkland Don Fogle Brian Leonard Bud McClard Bud Van Slyke
Town Manager	Delane Jackson
Finance Administrator	Margaret Theis
Town Clerk	Kristie Nobles
Police Chief	Sean Joll
Town Attorney	David Baxter

VOTE – CONSTITUTION WEEK PROCLAMATION

Mayor Kirkland said that, each year, the Daughters of the American Revolution request that municipalities in North Carolina adopt a Proclamation recognizing Constitution Week.

MOTION

Councilman McClard **moved to adopt the Proclamation for Constitution Week as presented.** The motion carried unanimously. *(see attached)*

VOTE – CORONAVIRUS RELIEF FUND PLAN

Town Manager Jackson presented the Town of River Bend Coronavirus Relief Fund. He stated that the fund would allocate \$49,650 to the Town of River Bend for payroll expenses impacted by the Coronavirus.

MOTION

Councilman Van Syke **moved to approve the Town of River Bend Coronavirus Relief Fund Plan in the amount of \$49,650 as presented.** The motion carried unanimously. *(see attached)*

DISCUSSION – IRS SOCIAL SECURITY TAX DEFERRAL

The Town Manager presented information on employee social security tax deferment. He stated that this program is voluntary and employers can elect to defer social security taxes for wages paid between September 1, 2020 to December 31, 2020. Town Manager Jackson also stated that it is the employer's responsibility to collect the taxes and if collection is not possible, the employer is still responsible for the taxes to be paid to Social Security. The Council agreed that the Town of River Bend would not participate in this IRS Social Security Tax Deferral and no action was taken at this time.

DISCUSSION – CHAPTER 15.02.069 STORMWATER DRAINAGE

The Manager stated that Councilman Leonard recently asked about the maintenance of stormwater drainage pipes and ditches. Manager Jackson stated that this subject had been discussed many times but no action has ever been taken. He suggested that section 15.02.069 be removed from Chapter 15 and added to Chapter 9 (Streets and Sidewalks – Section 9.03). He stated that any amendments to zoning ordinances need to go to the Planning Board for action. Councilman Leonard stated that maintenance of stormwater drainage pipes and ditches has been the topic at many Public Works Advisory Board (PWAB) meetings. Councilman Leonard stated that PWAB recommends changing the responsibility of maintenance of drainage ditches and pipes installed in the Town's right-of-way from the property owner to the Town. Town Manager Jackson stated that Councilman Leonard could make a motion to send the revision to Chapter 9 to the Planning Board at the regular session meeting on September 17, 2020.

Manager Jackson stated that today was the bid opening for the Channel Run Drainage Project. He stated that there were only 2 bids received and he believes that they will meet the FEMA minimum requirements for bids, but he has a call into the FEMA contact. Town Manager Jackson stated that Hardy Construction, Inc. was the low bidder at \$156,000 and came highly recommended by the Town's engineering firm, Avolis Engineering. Manager Jackson stated that this amount is more than the FEMA money that we have received, but we have approximately \$75,000 available in the stormwater Capital Improvement Plan (CIP). That will leave approximately \$10,000 in the stormwater CIP. Councilman Leonard asked if this was for the whole project or just the Phase 1 area. Manager Jackson stated it would be for the Phase 1 area only. Manager Jackson stated that the Finance Administrator would have a budget amendment ready for next week, during the regular session. Mayor Kirkland asked for the Council's consensus on this. The Council agreed for the Town Manager to present a Budget Amendment at the regular session meeting on September 17, 2020.

Councilman Fogle asked the Town Manager about the encroachment permit process that the Council had been discussing, which would create a permit system for anything located within the encroachment area of Town streets. The Manager stated that he originally had this on the agenda for tonight but due to the absence of a Council member, he would address it at the next meeting when all are present. He stated that he and the attorney had already developed a proposal.

DISCUSSION – DREDGE PROJECT

The Manager presented a proposal from King Dredging in the amount of \$65,000 and stated that the proposal was about \$15,000 more than he expected. He reminded the Council of the difficulty he has had in locating a dredging contractor and of the upcoming expiration of the Town's dredging permit. The Manager stated there was \$58,000 in the Canal Maintenance CIP that could be used for this project. He stated that \$7,000 more would need to come out of Fund Balance to fully fund the cost. The Manager suggested that due to time restraints, the Council could proceed with the project and approve funding not to exceed \$65,000 and authorize the Town Manager to negotiate and execute a contract for the work. Councilman McClard asked if this contractor would complete private property dredging while he was here also. The Manager stated that he has not discussed that with the contractor. Councilman Van Syke stated that he wishes to proceed with the project and have it completed as soon as possible. Councilman Fogle stated the location of the spoils have been changed and that could have caused an increase in cost. He asked how the cubic yards would be measured? The Manager stated that the solids in the bag, would be measured when water drains from the bag. The permit that the Town has is good for a maximum of 1,000 of cubic yards. The Manager stated that the contractor is not billing the Town

for the amount of cubic yards removed. The proposal is a lump price of \$65,000 for up to 1,000 cubic yards, even if less are removed. Councilman Fogle stated that the contractor needs to remove as many yards as he can get up to the 1,000 cubic yards limit. He also stated that he would like the contractor to remove any stumps and tree limbs that are not still attached to the channel floor. Councilman Leonard suggested that the contractor use a marker of some sort to mark the larger stumps and limbs that could not be removed. He also stated that at the last Environmental Waterways Advisory Board (EWAB) meeting that it was suggested that some of the signage in the channel was incorrect and needs to be adjusted. The Town Manager stated that Public Works has been able to do some of those small adjustments in the past.

DISCUSSION - BUDGET AMENDMENTS

The Town Manager presented Budget Amendment 20-B-02 to approve funding for the Dredging Project.

MOTION

Councilman Van Syke **moved to approved Budget Amendment 20-B-02 as presented.** The motion carried unanimously. *(see attached)*

MOTION

Councilman Van Syke **moved to accept the Island Lake dredging proposal as presented from King Dredging Company and to authorize the Town Manager to negotiate and execute a contract in an amount not to exceed \$65,000.** The motion carried unanimously. *(see attached)*

ADJOURNMENT/RECESS

There being no further business, Councilman McClard **moved to adjourn.** The meeting adjourned at 5:54 p.m.

Kristie Nobles
Town Clerk

FILE COPY

Town of River Bend
CONSTITUTION WEEK PROCLAMATION

WHEREAS, September 17, 2020, marks the two-hundred and thirty-third anniversary of the signing of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and

WHEREAS, to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week;

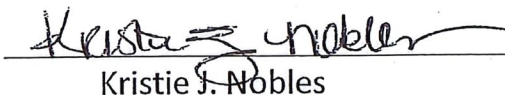
NOW, THEREFORE I, John R. Kirkland by virtue of the authority vested in me as Mayor of the Town of River Bend in the State of North Carolina, do hereby proclaim the week of September 17 through 23 as CONSTITUTION WEEK in River Bend and urge our citizens to reaffirm the ideals of the framers of the constitution in 1787.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of River Bend to be affixed this 10th day of September of the year of our Lord two thousand and twenty.




John R Kirkland, Mayor

Town of River Bend


Kristie J. Nobles



North Carolina Pandemic Recovery Office

Coronavirus Relief Fund (CRF)

County Plan

Instructions

1. This document is to be used by counties to document the planned use of the CRF monies allotted in Session Law 2020-4.
2. Please add the name of your Municipality in front of the existing name as follows: "City of New Bern-CravenCounty CRF plan"
3. Submit your plan to cwarren@cravencountync.gov on or before September 1, 2020.
4. Under Categories. Please aggregate the amount of all expenses for that specific category. Example amounts should be removed and you can enter the county amounts. The total must agree with your allotment.

The County is responsible for maintaining adequate documentation to support expenditures. If estimates are being used the methodology must be documented and defensible. The County is responsible for following the Federal *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* promulgated by the United States Office of Management and Budget unless the US Treasury publishes guidance stating otherwise.

County Information

Name of Municipality: River Bend
Person Submitting: Delane Jackson
Title: Town Manager
Email: manager@riverbendnc.org
Phone Number: 252-638-3870 x213

Planned Expenditures	
Categories	Amount
1. Medical expenses such as: <ul style="list-style-type: none"> • COVID-19-related expenses of public hospitals, clinics, and similar facilities. • Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs. • Costs of providing COVID-19 testing, including serological testing. • Emergency medical response expenses, including emergency medical transportation, related to COVID-19. • Expenses for establishing and operating public telemedicine capabilities for COVID-19 related treatment. 	
2. Public health expenses such as: <ul style="list-style-type: none"> • Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19. • Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency. • Expenses for disinfection of public areas and other facilities, e.g., nursing homes, in response to the COVID-19 public health emergency. • Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety. • Expenses for public safety measures undertaken in response to COVID-19. • Expenses for quarantining individuals. 	
3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.	\$ 49,650.00
4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as: <ul style="list-style-type: none"> • Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions. • Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions. • Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions. • Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions. • COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions. • Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions. 	

5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as: <ul style="list-style-type: none"> • Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. • Expenditures related to a State, territorial, local, or Tribal government payroll support program. • Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise. 	\$ -
6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.	\$ -
7. Grants to municipalities and nonprofits. List each planned subaward. (add more rows if necessary)	
a. Town of ABC	
b. City of 123	
c.	
d.	
e.	
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o.	
Grand Total	\$ 49,650.00

Signature DeLone Jackson
 Title Town Manager
 Date 8-24-2020



**TOWN OF RIVER BEND
BUDGET ORDINANCE AMENDMENT 20-B-02
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 August 20, 2020, be amended as follows:

Summary

General Fund	2,233,310
General Capital Reserve Fund	61,248
Law Enforcement Separation Allowance Fund	7,888
Water Fund	572,234
Water Capital Reserve Fund	2,800
Sewer Fund	681,884
Sewer Capital Reserve Fund	129
	<hr/>
Total	3,559,493

Section 1.

General Fund

Anticipated Revenues

		20-B-02 CHANGES
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	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 (Island Lake dredging project)	100,970	58,000
Appropriated Fund Balance (CARES Act CRF funding)	435,840	-49,650
(Island Lake dredging project)	7,000	
	<hr/>	
Total	2,233,310	65,000

Section 1. **General Fund (continued)**

Authorized Expenditures

		20-B-02 CHANGES
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	
Stormwater Management	157,678	
<i>Wetlands and Waterways (Island Lake dredging project)</i>	68,000	65,000
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	2,233,310	65,000

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	100,970
Future Procurement	-39,722
	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
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Section 4. Water Fund

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	75,867
Total	572,234

Authorized Expenditures

Administration & Finance [1]	447,734
Operations and Maintenance	121,000
Transfer To Fund Balance for Capital Outlay	3,500
Transfer To Water Capital Reserve Fund	0
Total	<u>572,234</u>

[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	<u>2,800</u>

Authorized Expenditures

Future Expansion & Debt Service	2,800
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Section 6.

Sewer Fund

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
Appropriated Fund Balance	66,617
Total	681,884

Authorized Expenditures:

Administration & Finance [2]	442,884
Operations and Maintenance	176,000
Transfer to Fund Balance for Capital Outlay	63,000
Transfer to Sewer Capital Reserve Fund	0
Total	681,884

[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	<u>129</u>

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.

Adopted this 10th day of September, 2020.

John R. Kirkland, Mayor

Attest:

Ann Katsuyoshi, Town Clerk



408 Island Drive
Beaufort, NC 28516
(252) 732-6547
www.kingdredging.com

September 8, 2020

Town of River Bend Dredging Project Proposal

The Town of River Bend will be responsible for the following, all permits required and approval of the use of Geotextile tubes from CAMA. Provide a site where tubes can be placed with water access nearby. Once the material is placed in the tubes it is the property of River Bend.

For compensation below King Dredging Company Inc. will be responsible for the removal of 1000 cubic yards or less from channel entrance and place material in Geotextile bags on site provided by the Town of River Bend. Because of the size of the project and the amount of material the price is for a complete project and not by the cubic yard.

<i>Mobilization</i>	<i>\$10,000</i>
<i>Dredging</i>	<i>\$30,000</i>
<i>Geotextile Tubes</i>	<i>\$10,000</i>
<i>Site Setup</i>	<i>\$5,000</i>
<i>Demobilization</i>	<i>\$10,000</i>

<i>Total Project Cost</i>	<i>\$65,000</i>
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**River Bend Town Council
Regular Meeting Minutes
September 17, 2020
River Bend Town Hall
7:00 P.M.**

Present Council Members:	Mayor John Kirkland
	Don Fogle
	Brian Leonard
	Bud McClard
	Buddy Sheffield
	Bud Van Slyke

Town Manager:	Delane Jackson
Town Clerk:	Kristie Nobles
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, September 17, 2020 at the River Bend Town Hall with a quorum present.

During his opening remarks, the Mayor encouraged all Americans to pray for healing of our bent towards bias and hate. He stated that racial discrimination is a sickness that is still evident in our national policy. He said that we are either part of the solution or part of the problem and that each of us needs to decide which camp we are in. He continued to say that we have not reached the goal as stated in Dr. Martin Luther King, Jr.'s "I have a dream speech." He closed by asking everyone to be a part of the healing solution. A moment of silence was observed and the Pledge of Allegiance was recited by all. Councilman Buddy Sheffield asked to be recognized. He said that for four months in a row, during his opening remarks, the Mayor has implied that America is a racist country and that we all needed to do something about that. He said that if he sat by silently, he feels like he is tacitly agreeing with the Mayor. He stated that he does not agree with the Mayor on this issue. He went on to say that he supports our police, they have a difficult job to do and that we should all be grateful that they are there. The Mayor agreed that the police have a difficult job to do. Councilman Brian Leonard said that he supported what the Mayor has been saying for the past four meetings. He said that there is clearly something wrong going on in our country, however, we in River Bend need to concentrate on what we can do right here, regardless of the national politics. Councilman Harry McClard said that he agreed with some of what was said from both sides. He said that he thought the Council was supposed to be non-partisan and that he was disappointed in the political nature of the comments. Councilman Brian Leonard said there was a difference between non-partisan and political. The Mayor said he did not intend for his comments to be partisan.

CONSENT AGENDA

The Mayor presented 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 August 13, 2020 Work Session

Minutes of the August 20, 2020 Regular Meeting

TOWN MANAGER'S REPORT

The Town Manager stated that construction at Town Hall is moving along smoothly and on schedule. He stated that soon construction will begin on the interior of the building and he would propose that the upcoming Council Meetings (working and regular session) be moved to the new Municipal Building through December of this year. The Council agreed to move the location of the Council Meetings.

Manager Jackson announced that this is the last official Council meeting for Ms. Ann Katsuyoshi, current Town Clerk because she will be retiring at the end of this month. He stated she has been with the Town of River Bend for over 17 years and by his estimate, today's meeting marks her 505th Town meeting. The Council thanked the Town Clerk for her service.

ADMINISTRATIVE REPORTS

FINANCE –Councilman Van Syke

Financial Report – Finance Administrator Margaret Theis told the Council that the total of the General Fund Cash Balances as of August 31, 2020 was \$3,819,514. Ad valorem tax collections for FY20-21 were at \$1,027, and Vehicle Ad valorem tax collections were at \$8,612. Councilman Leonard asked at this time if the Town is still enforcing the late fees and disconnection moratorium on utility accounts. Finance Administrator Margaret Theis stated that the last moratorium expired July 29, 2020, but residents who applied for, accepted a payment agreement and made monthly installment payments as directed could not have services disconnected.

Discussion– Budget Amendment 20-B-03

Manager Jackson stated that the Channel Run Drainage Project and Water Meter contract are both funded by grant money. The Budget Amendment 20-B-03 will allow the Town to award the Channel Run Drainage Project and proceed with the project.

Vote – Budget Amendment 20-B-03

Councilman Van Syke motioned to approve Budget Amendment 20-B-03 as presented. The motion carried unanimously. (*see attached*)

Discussion – IRS Deferral

Manager Jackson reviewed the information on the IRS Social Security Deferral again and the Council agreed to forgo participating in the IRS Social Security Deferment.

Vote – IRS Deferral

Councilman Van Syke motioned that The Town of River Bend forgo participation in the IRS Tax Deferment Program. The motion carried unanimously.

Discussion – Debt Setoff Program

Manager Jackson reviewed the information on the NC League of Municipalities 2021 Debt Setoff Program. The Town of River Bend participates in this program every year. Finance Administrator Margaret Thesis stated that the program allows the Town to collect any monies owed to the Town by residents who receive North Carolina state income tax returns. Manager Jackson stated that the Town is also allowed to collect owed monies from any NC Lottery winners.

Vote – Participation of Debt Setoff Program

Councilman Van Syke motioned to authorize the Mayor to sign the reenrollment documents for the 2021 North Carolina Local Government Debt Setoff Program. The motion carried unanimously. (*see attached*)

PUBLIC WORKS – MAYOR JOHN KIRKLAND

The Mayor stated that there was not a PWAB this month. The Mayor stated that the Board has several openings and solicits volunteers to serve on this Board. If interested please contact the PWAB Chairman Mr. Buck Irvin, Town Clerk or himself. Applying is as easy as filing a form with the Town Clerk. Then it will be presented to the Council for action. He stated that the Board has received a request for appointment to the PWAB board from Lloyd "Tripp" Carroll III. He also stated that Mr. Carroll's skills and experience would make him a good fit for the board.

Vote – Appoint Lloyd "Tripp" Carroll III to the Public Works Advisory Board

Councilman Fogle motioned to appoint Lloyd "Tripp" Carroll III to the Public Works Advisory Board for a term beginning September 17, 2020 and expiring June 30, 2021. The motion carried unanimously.

Discussion – Water Meter Contract

The Town Manager presented the contract from Municipal Engineering Services Company, P.A. for water meter replacement in the amount of \$69,000. He stated that the Town would eventually be reimbursed through ASADRA grant. He stated that the Town would not be reimbursed for any costs until the contract for construction had been approved. Councilman Sheffield applauded the Town's staff for the work well done in applying for recent grants.

Vote – Water Meter Contract

Councilman Fogle motioned to award the engineering contract for water meter replacement to Municipal Engineering Services Company, PA in the amount of \$69,000 as presented. The motion carried unanimously. (*see attached*)

PUBLIC SAFETY – CONCILMAN DON FOGLE

Councilman Fogle stated the CERT team has not been able to meet in person since Covid arrived. He also stated that he would like to thank the Town's staff as he has noticed that many new traffic signs have been installed.

PARKS & RECREATION/CAC – COUNCILMAN BUD MCCLARD

Organic Garden – Councilman McClard said that the Organic Garden continues its work. He stated the bee hives and butterflies were still going strong and that some elementary aged children have visited the garden and a lesson plan was presented. Councilman McClard stated that the board still has not met since Covid arrived.

Red Caboose Library - Councilman McClard said that the library had reopened on September 8, 2020 with a "Grab and Go" procedure and this seems to be working well for the library.

Parks and Recreation – Councilman McClard stated that the Parks and Recreation advisory board will be meeting on September 30, 2020.

CAC – Councilman McClard stated that that board has not had a meeting yet since Covid arrived, but a meeting is scheduled to be held on October 21, 2020. He stated there is also a new board applicant that will be discussed.

At this time, Councilman Leonard addressed the Town Manager regarding the POW/MIA flag that will be raised at the Municipal Building on Friday September 18, 2020 as approved at the August 20th Council meeting. Councilman Leonard asked if there was a particular time that the flag would be raised. Town Manager Jackson stated that the POW/MIA flag would be raised around 7:00 am on Friday September 18, 2020.

ENVIRONMENT AND WATERWAYS – COUNCILMAN BRIAN LEONARD

Councilman Leonard gave the following report of the last EWAB meeting:

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 town hall 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.

MAYOR'S REPORT

The Mayor presented the following report:

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 called a number of meetings necessary 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 person 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 hour's day-after-day to interface with citizens involved in addressing their flooding losses. Town Manager 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, 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.

PUBLIC COMMENT

Linda Klopf, 103 Randomwood Lane, thanked the Council for allowing The Red Caboose Library to re-open with new procedures to adapt to Covid-19 guidelines. Ms. Klopf also stated that she would like the Council to consider making face masks mandatory in Town Hall and the Municipal Building.

Hazel Campesi, 219 Pinewood Drive, stated that five library volunteers cleaned and sanitized all of the library books and furniture before reopening. She also stated that books are sanitized upon returning. Ms. Campesi stated that she supports Ms. Klopf's request for mandating face masks and hopes the Council would consider it. She stated that the board would be meeting at her home, even though she knows it is against the Town of River Bend's policy.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn.** The meeting adjourned at 7:52 p.m.

Kristie Nobles
Town Clerk



**TOWN OF RIVER BEND
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	164,663
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	3,795,601

Section 1.

General Fund

Anticipated Revenues

**20-B-03
CHANGES**

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	
	<hr/>	
Total	2,297,003	63,693

Section 1. **General Fund (continued)**

		20-B-03
		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
Appropriated Fund Balance	103,415
Total	164,663
Authorized Expenditures	
Transfer to General Fund	164,663

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

Anticipated Revenues

		20-B-03
		CHANGES
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	
<i>Appropriated Fund Balance (Meter project engineering)</i>	<u>117,267</u>	41,400
Total	613,634	

Authorized Expenditures

Administration & Finance [1]	447,734	
<i>Operations and Maintenance (Meter project engineering)</i>	162,400	41,400
Transfer To Fund Balance for Capital Outlay	3,500	
Transfer To Water Capital Reserve Fund	<u>0</u>	
Total	613,634	
 <i>[1] Portion of department for bond debt service:</i>	 148,830	

Section 5. Water Capital Reserve Fund

Anticipated Revenues

Contributions From Water Operations Fund	0	
Interest Revenue	<u>2,800</u>	
Total	2,800	

Authorized Expenditures

Future Expansion & Debt Service	<u>2,800</u>	
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Section 6. **Sewer Fund**

		20-B-03
		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	
 <i>[2] Portion of department for bond debt service:</i>	 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	

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.

Adopted this 17th day of September, 2020.

John R. Kirkland, Mayor

Attest:

Ann Katsuyoshi, Town Clerk



NORTH CAROLINA LOCAL GOVERNMENT

DEBT SETOFF CLEARINGHOUSE



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Participants

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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

22) Email Address of person completing this form

finance@riverbendnc.org

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 \(optional\)](#)

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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.

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: _____

John Kirkland

Title: Mayor, 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

 I employ less than twenty-five (25) employees in the State of North Carolina.

 X After hiring an employee to work in the United States, the subcontractor verifies 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

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

This the 2nd day of September 2020.

Signature of Affiant:

Print or Type Name:

Title:

Company or Contractor's Name:

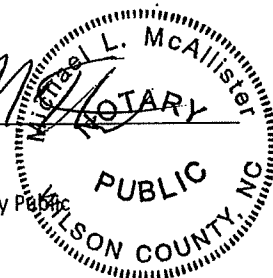
NOTARY:

Sworn to and subscribed before me, this the 2nd day of September, 2020.

[OFFICIAL SEAL]

Signature _____

Michael L. McAllister, Notary Public
Printed Name





RIVER BEND POLICE DEPARTMENT



MONTHLY ACTIVITY REPORT

2020					
	2020	2020	2020		
Activities	July	August	September	% of Calls	% Change
ALARMS / 911 UNKNOWN / DISTURBANCE / SHOTS FIRED	7	4	8	0.50%	100.00%
ANIMAL COMPLAINTS	5	11	4	0.25%	-64.00%
ARRESTS	0	1	3	0.19%	200.00%
ASSAULTS / ALL OTHER VIOLENT CRIME	6	2	3	0.19%	50.00%
ASSIST CITIZENS / LOCK OUT / QUALITY OF LIFE ISSUES	7	11	8	0.50%	-27.00%
ASSIST EMS / FD / FIRST RESPONDERS / MED ASSIST	13	24	20	1.25%	-17.00%
ASSIST MOTORISTS / FOOT PATROLS / ALL OTHER	97	83	100	6.26%	20.00%
ASSIST OTHER AGENCIES	1	1	2	0.13%	100.00%
B & E BUSINESS / RESIDENCE / VEHICLE	0	1	0	0.00%	-100.00%
CRIM.SUMM./SUBPOENAS/WARRANTS/CIVIL COMPLAINT	1	3	8	0.50%	167.00%
DOMESTICS	1	2	1	0.06%	-50.00%
FIRES / ALARM	1	2	0	0.00%	-100.00%
IDENTITY THEFT / FRAUD	0	3	2	0.13%	-33.00%
INVOLUNTARY COMMITMENTS	1	4	1	0.06%	-75.00%
JUVENILE COMPLAINTS	3	0	1	0.06%	100.00%
LARCENIES	2	2	3	0.19%	50.00%
LITTERING	0	1	0	0.00%	-100.00%
LOUD MUSIC / NOISE COMPLAINTS	2	3	1	0.06%	-67.00%
DEATH / MISSING PERSON / RUNAWAY / SUICIDE(A)	0	2	1	0.06%	-50.00%
PROPERTY DAMAGE / VANDALISM	0	3	0	0.00%	-100.00%
RESIDENTIAL/BUSINESS CHECKS/COMMUNITY WATCH	1,369	1,360	1,306	81.78%	-4.00%
ROADWAY DEBRIS / OBSTRUCTIONS	0	0	1	0.06%	100.00%
ROBBERIES	0	0	0	0.00%	0.00%
SOLICITING VIOLATIONS	0	0	0	0.00%	0.00%
SUSPICIOUS PERSONS / VEHICLES / FIELD INTERVIEW	22	22	17	1.06%	-23.00%
TOWN ORDINANCE CITATIONS	8	6	1	0.06%	-83.00%
TOWN ORDINANCE VIOLATIONS	7	7	3	0.19%	-57.00%
TRAFFIC ACCIDENTS	3	2	2	0.13%	0.00%
TRAFFIC STOPS	18	27	52	3.26%	93.00%
TRAFFIC COMPLAINTS-Radar	14	34	16	1.00%	-53.00%
DWI	0	1	0	0.00%	-100.00%
CHECKPOINTS	4	2	1	0.06%	-50.00%
DRUG VIOLATIONS	0	0	2	0.13%	200.00%
WELFARE CHECKS	5	3	8	0.50%	167.00%
CASE ASSIST / PW / VEHICLE MAINTENANCE / MEETING	2	3	4	0.25%	33.00%
CASE FOLLOW UPS / SPECIAL OPERATION / TRAINING	1	7	18	1.13%	157.00%
TRESPASSING	1	0	0	0.00%	0.00%
OVERDOSE	0	1	0	0.00%	-100.00%
Total	1601	1638	1597	100.00%	-3.00%

Traffic Violations

8 State Citations
12 Total State Charges
4 State Warnings
3 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 - 94
100 Plantation - 115
200 Lakemere - 90
200 Rockledge - 105

Phone Calls Answered (638-1108)

226 Incoming Calls Answered



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
F 252.638.2580

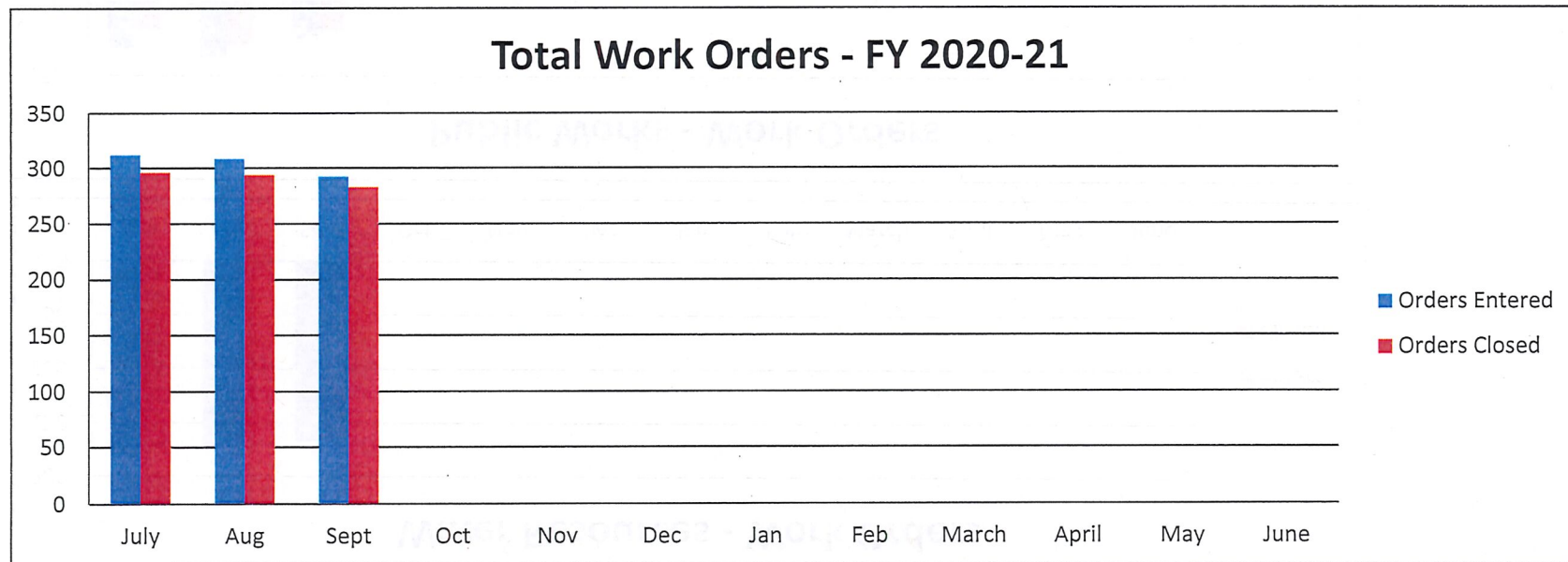
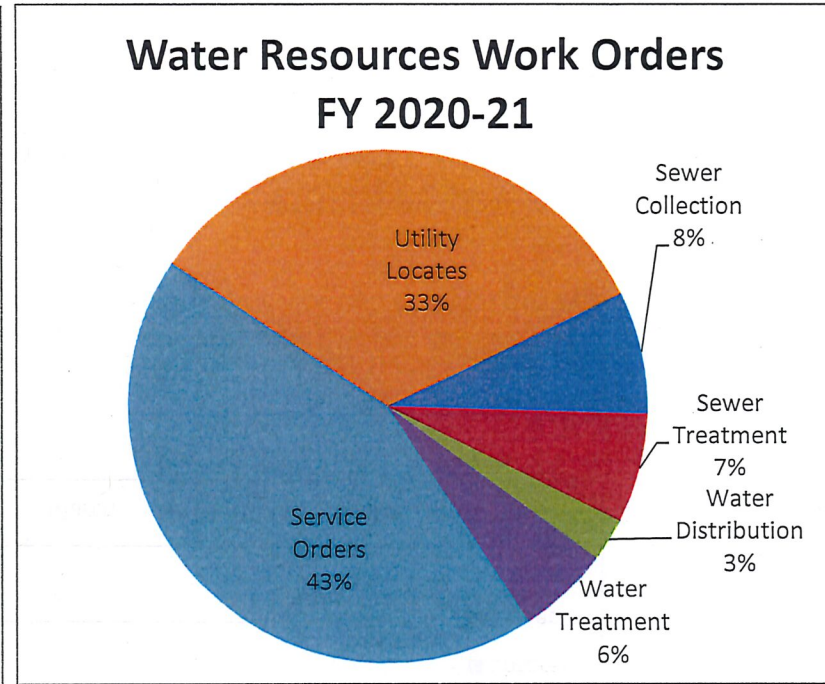
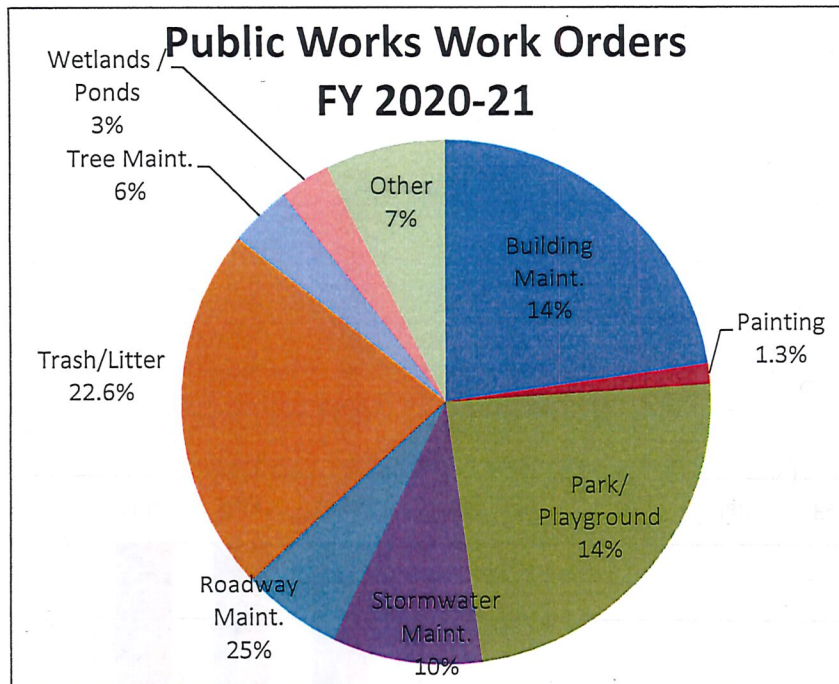
www.riverbendnc.org

September 2020 Monthly Report Brandon Mills, Director of Public Works

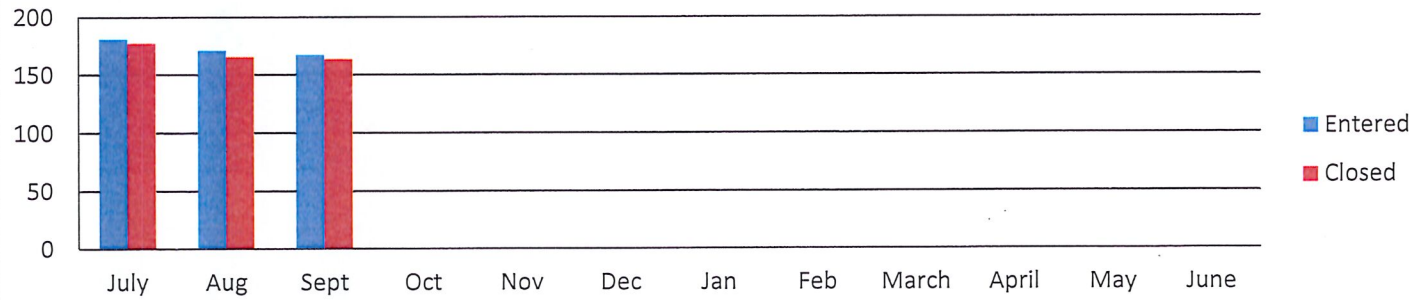
Public Works installed a 1 ½ inch service line to supply water to the new bathroom addition to Town Hall. The pipe was ran from the new addition to Plantation Drive where we will have to make a water tap, and install a meter. We have it on schedule to make the tap on the water main, set the meter, and box the second week in October. The fountain at the front entrance pond was pulled because it kept tripping the breaker in the electrical box. We have it in our shop trying to diagnose the problem, and hopefully will repair and have it reinstalled shortly. The fountain is for not only looks, but adds dissolved oxygen to the pond to support aquatic life.

Water Resources had one sewer service that became clogged. The cap on top of the cleanout was broken and allowed soil, and other debris to clog it up. The situation was quickly remedied by our staff, and did not result in a reportable sanitary sewer overflow. Utility services is schedule to do a washout of our 300,000-gallon water storage tank located on Plantation Drive on the 29th. This is per schedule, and consists of inspection of the tank, and pressure washing and cleaning of the interior of the tank. Once this is complete, we will have to fill it back up with water, and shut it off from the system. Bacteriological sample will be taken from the tank and sent out to our laboratory. Results will be received in a day and if the results of the test pass, the tank will be put back online.

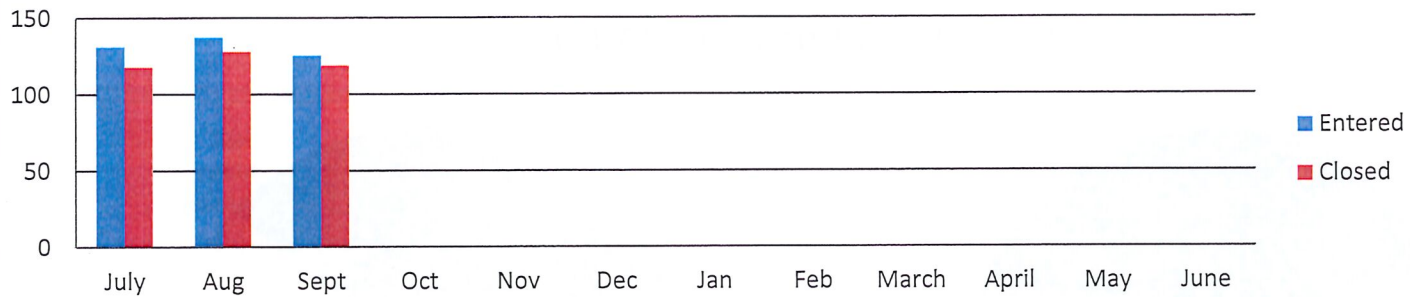
If you have any questions concerning the Water Resources/Public Works Department, please call us at 638-3540, Monday-Friday, 8am-4pm. After hour's water and sewer emergencies can be reported by dialing the Town Hall at 638-3870. You will be instructed to the dial "9" and follow the directions to contact 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.



Water Resources - Work Orders



Public Works - Work Orders



MONTHLY ZONING REPORT

MONTH	Septemer	YEAR	2020
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Activity	Monthly	YTD Total
Permit Applications Received	5	20
Permits Issued	5	20
Fees Collected	188.00	2378.60
Violations Noted During Weekly Patrol	8	24
Complaints Received From Citizens	3	8
Notice Of Violations Initiated	11	31
*see details below		
Remedial Actions Taken By Town	0	0

[illegible]

Planning Board Report

October, 2020

The River Bend Planning Board met on October 1st at 6:00 pm in the municipal building. A quorum was present. Guests included the town manager and Mr. Brian Swicegood.

The usual reports were given.

Mr. Swicegood addressed the board about his desire to purchase two lots within the town limit of River Bend to create a home for his family. He requested that the board alter its ban on farm animals in the town limit. It is his desire to create a 16 acre home/farm that, among other things, would feature some animals such as a goat, a donkey and some ducks and chickens. He explained that he wants his children to grow up with the experience of taking care of animals to teach them responsibility, aside from the simple fun of it.

Mr. Swicegood was excused and the board took his request under advisement. There was much discussion. It was determined that the area of the potential mini farm is already zoned for "agriculture" but that changes would need to be made to allow for farm animals. No decision was reached. Chairman Lippert asked the members to do their homework on the subject and be prepared to render a decision at the November meeting.

The next topic was a proposal to require sidewalks in the zoning requirements for subdivisions in new development within the town. The board decided in favor of the proposal and sent it to the council for a vote.

The board also decided to remove language from section 15 of the town's ordinances concerning the responsibility of homeowners to maintain storm water drainage ditches in front of their homes. This change was submitted to the town council for a vote.

The meeting was adjourned.

The next meeting will be November 5th. As always, all citizens are invited to attend, although numbers are restricted by Covid 19 regulations.

**TOWN OF RIVER BEND
PLANNING BOARD**

**RESOLUTION ADVISING THAT THE PROPOSED AMENDMENTS
TO THE CODE OF ORDINANCES ARE IN ACCORDANCE WITH
ALL OFFICIALLY ADOPTED PLANS, INCLUDING THE
COMPREHENSIVE LAND USE PLAN; ARE REASONABLE;
AND ARE IN THE PUBLIC INTEREST.**

WHEREAS, the North Carolina General Assembly has given the Town of River Bend ("Town") the authority to adopt and amend zoning and development regulation ordinances for the purpose of promoting health, safety, morals and the general welfare of its citizens.

WHEREAS, N.C.G.S. § 160A-383 requires the Town of River Bend Planning Board ("Board") to advise the Town of River Bend Town Council by written statement describing whether the proposed amendments to the Town's Code of Ordinances as related to zoning are consistent with all officially adopted plans, including the comprehensive land use plan.

WHEREAS, the Board has in fact met to consider and evaluate the proposed addition of language in §15.01.082(F) "Preliminary Plat" and in the chart contained in 15.01095 "Generally", which would require the installation of sidewalks.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the Board finds that the proposed amendments to the Code of Ordinances are in accordance with and consistent with all officially adopted Town plans, including any comprehensive land use plan, and therefore recommends adoption by the Town Council.

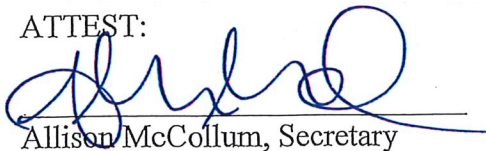
This Resolution is effective upon its adoption this 1st day of October, 2020.

**TOWN OF RIVER BEND
PLANNING BOARD**



Egon Lippert, Chairman

ATTEST:


Allison McCollum, Secretary

RECOMMENDED

IMPROVEMENTS REQUIRED AND MINIMUM STANDARDS OF DESIGN

§ 15.01.095 GENERALLY.

Each subdivision shall contain the following improvements, depending on the proposed lot sizes as expressed in the following chart:

<i>IMPROVEMENTS REQUIRED</i>			
	<i>Lot Areas in 1,000 Square Feet</i>		<i>Multi-Family Group</i>
	<i>20</i>	<i>15</i>	
Graded Streets and Lots	x	x	x
Drainage	x	x	x
Central Water and Hydrants	x	x	x
Public Sewer	x	x	x
Paved Streets	x	x	x
Sidewalks	x	x	x
Max. Street Grade	8%	8%	5%
Street Lights*	x	x	x
Trees	x	x	x
Underground Wiring (Electric, telephone and cable tv installation)	x	x	x
Recreation Area	x	x	x
<p>* At the appropriate time during the subdivision development, the town will arrange street light installation by the utility company currently serving the town in accordance with their, and state (NCDOT "standard specifications for roads and structures", section 1400 – Lighting) standards. The developer will pay to the town the prevailing underground installation charge per pole as invoiced by the utility company currently serving the town. If there are existing lights, new lights should match them as close as possible. New lights should all be the same on single poles. Whether additional or new street lights, they should be placed as close to 350 feet apart as possible without interfering with right-of-ways to private property or emergency equipment. If the 350 feet distance places the street light within 20 feet of an intersection, the light should be placed at the intersection. In all cases, the type of street light will be subject to town approval.</p>			

Penalty, see § 1.01.999

§ 15.01.082 PRELIMINARY PLAT.

(F) *Contents required.* The preliminary plat shall depict or contain the following information. Plats not illustrating or containing the following data shall be returned to the subdivider or his authorized agent for completion and resubmission.

(15) **All required sidewalks and** any proposed riding trails, natural buffers, pedestrian, bicycle, or other rights-of-way, utility or other easements, their location, width, and purposes.

(a) Sidewalk standard shall be as follows:

1. Sidewalks shall be a minimum of five (5) feet in width along principal streets and five (5) in width along other streets.
2. Sidewalks shall be constructed on both sides of principal streets and both sides of extensions thereof.
3. Crosswalks (including the necessary improvements) may be required at or near the center of any block which is more than five hundred (500) feet long.
4. A minimum six (6) foot greenstrip (which includes drainage swale) shall be required to be placed inward between the edge of the street and the sidewalk.

**TOWN OF RIVER BEND
PLANNING BOARD**

**RESOLUTION ADVISING THAT THE PROPOSED AMENDMENTS
TO THE CODE OF ORDINANCES ARE IN ACCORDANCE WITH
ALL OFFICIALLY ADOPTED PLANS, INCLUDING THE
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WHEREAS, the North Carolina General Assembly has given the Town of River Bend ("Town") the authority to adopt and amend zoning and development regulation ordinances for the purpose of promoting health, safety, morals and the general welfare of its citizens.

WHEREAS, N.C.G.S. § 160A-383 requires the Town of River Bend Planning Board ("Board") to advise the Town of River Bend Town Council by written statement describing whether the proposed amendments to the Town's Code of Ordinances as related to zoning are consistent with all officially adopted plans, including the comprehensive land use plan.

WHEREAS, the Board has in fact met to consider and evaluate the proposed deletion of §15.02.069 Stormwater Drainage regulations from Chapter 15 and the addition of Stormwater Drainage regulations to Chapter 9.03 of the Code of Ordinances.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the Board finds that the proposed amendments to the Code of Ordinances are in accordance with and consistent with all officially adopted Town plans, including any comprehensive land use plan, and therefore recommends adoption by the Town Council.

This Resolution is effective upon its adoption this 1st day of October, 2020.

**TOWN OF RIVER BEND
PLANNING BOARD**


Egon Lippert, Chairman

ATTEST:


Allison McCollum, Secretary

15.02.069 STORMWATER DRAINAGE

(A) Tiling and other changes in right of way ditches.

(1) Where grassy swales currently exist as a drainage feature, the town, through enforcement of its ordinance, will seek to protect those swales from any development or alteration. Normally, continuously piped storm drains will not be permitted. The tiling or other alteration of right-of-way drainage ditches shall be permitted only with the express approval of the Zoning Administrator and only after adequate verification that the tiling or other alteration will not impede or accelerate unreasonably the flow of stormwater runoff to adjoining property. If approval for the tiling is granted, the person requesting the approval shall install, in conjunction with the tiling, the catch basins as may be required by the Zoning Administrator after taking into consideration the length of the right-of-way drainage ditch to be tiled.

(2) During and after any drainage projects, drainage ditch integrity shall be maintained against erosion and/or drainage changes at all stages of construction with marl rip-rap, mulching, sodding, silt fence or other materials as may be required by the Town.

(3) Prior to issuing approval for a project, the Zoning Administrator may require the applicant to submit the proposed specifications and drawing defining the stormwater drainage plans, including the percentage of impervious surfaces, for the project and for any changes to existing drainage features outside the new area necessary to accommodate the plan.

(4) Changes to established drainage features such as size or elevation of driveway culverts, of swales and of ditches on town property or easements shall not be made without the written approval of the Zoning Administrator indicating that the change will not significantly impact stormwater drainage in the area.

(5) Grade changes on private property shall be considered drainage feature changes, and shall require written approval of the Zoning Administrator. Grading on private property shall not accelerate, or increase nor divert the flow of stormwater onto adjacent private property.

(6) For those drainage ditches and drainage pipes installed in the town's right-of-way by the property owner, either current or prior, or by the developer, it is the current property owner's responsibility to maintain those drainage ditches and pipes. The drainage ditches, and pipes, must be kept clear of obstructions or conditions which might retard the free flow of stormwater past their property and under their driveways.

(7) No surface water shall be channeled or directed into a sanitary sewer.

(8) Nuisance water shall not be a violation of this chapter or subject to enforcement procedures under the provisions of this chapter. Waterways within the jurisdiction of the Corp of Engineers and/or the North Carolina Department of Environmental Quality shall not be classified as nuisance water. Additionally, stormwater retention and/or detention ponds shall not be classified as nuisance water.

(9) Any project, due to complexity or scale, may be subject to the provisions of § 15.01.082 (7) of the Town's Code, when deemed necessary by the Zoning Administrator.

(10) Problem water will not be allowed to exist within any drainage feature such as a swale, ditch or pipe located within the town's property, right-of-way or easement. Nuisance water and waterways shall not be classified as problem water.

Penalty, see § 1.01.999

Amended 04/20/2017

§ 15.02.020 DEFINITIONS.

NUISANCE WATER. Storm water that remains on the surface in a standing, non-flowing, obstructed or impounded condition within a drainage feature such as a swale, ditch or pipe for a period of no more than four (4) consecutive days immediately after a precipitation event has ended.

PROBLEM WATER. Any water that remains on the surface in a standing, non-flowing, obstructed or impounded condition within a drainage feature such as a swale, ditch or pipe for a period of more than four (4) consecutive days.

PROPOSED NAMES FOR PUBLIC MEETING ROOMS

NEW MUNICIPAL BUILDING

Large Room

1. Trent Hall
2. Community Hall
3. Meeting Room #1
4. Plantation Room
5. Cardinal Room
6. Room 124
7. Large Room
8. Room 124
9. Cardinal
10. Channel

Small Room

1. Neuse Room
2. Community Room
3. Meeting Room #2
4. Shoreline Room
5. Dogwood Room
6. Room 84
7. Small Room
8. Room 84
9. Dogwood
10. Shoal

Existing Town Hall

Large Room

1. Town Assembly Hall
2. Town Hall Meeting Room
3. Council Chambers
4. Room 125
5. Meeting Room
6. Room 125
7. Council Meeting Room
8. Beacon

Small Room

1. Town Conference Room
2. Town Hall Conference Room
3. Town Hall Board Room
4. Room 23
5. Conference Room
6. Room 23
7. Conference Room
8.

River Bend Parks and Recreation September 2020 Meeting Minutes

Meeting Date: September 30,2020

Attendees: Janet Nawojski, Nancy Fogle, David Moazed, Pat Lineback, Harry McClard

Guests: Gloria Kelly

Agenda Items

Halloween Grab and Go

P&R will host a Drive Thru Trick or Treat event on Saturday, October 31st from 3-5 PM. This will take place in the police staton parking lot with cars entering from Plantation Drive and exiting via Wildwood Rd. Volunteers to fill the candy bags are Janet, Nancy, David, Pat and Fran. The bags will be filled on October 21st. The volunteers who are handing out the bags will wear masks. Gloria will create a flyer for both events and post to social media.

Mailbox Decorating Contest

Participants should contact Fran Rice by Wednesday, October 28th to enter. Mailbox judging will take place on Friday, October 30th. First prize is a \$25 gift certificate and second prize is \$15 gift certificate from River Brew. Pat will get the certificates. Prizes will be awarded during the Drive thru Trick or Treat. Meg will take pictures of the entries.

Community Update

Harry updated the group on various community initiatives.

The meeting ended at 8:10 pm.

Submitted by Pat Lineback



RBCOG Garden Report – 10/5/20 FOR Parks & Rec, Council



SEPTEMBER 2020

RBCOG will not resume monthly garden meetings until given the go-ahead from Council and Parks & Rec. Volunteers continue to work six days a week.

The garden is transitioning from summer to fall. Final harvests of the summer crops are almost complete.

Fall production will be limited to lettuce, kale, Swiss chard, radishes, turnips, rutabagas and garlic.

Beds are being cleared but most will not be mulched this winter. Instead they will be rototilled several times over the next few months in an attempt to destroy the root knot nematode. The beds will be refurbished in the spring.

We are down to one beehive. Wax moths decimated one hive but the remaining one seems healthy.

As summer draws to a close, the monarchs are heading south to Mexico. This is the generation that will make it to Mexico and return in the spring to start a new generation. In addition to relocating many caterpillars from the monarch garden into the nursery, people from the community delivered their caterpillars to our safe habitat. When the last asclepias leaves were decimated we fed them butternut harvested from the garden. All the “cats” are in chrysalis and so far 106 have been released to continue their journey. Swallowtail caterpillars have also found a safe refuge in the habitat and, following transformation, were sent on their way.

Our garden is a family. We don’t all hold the same beliefs. We come from different faiths, different political opinions, and different life experiences, but we are bound together by our desire to work collaboratively to grow and share healthy food. Our common goal succeeds when we put aside our differences at the gate and find common ground. The result produces a harvest that is measurable not in pounds of produce but in bonds of friendship. In these unprecedented times that stress our souls, we have a welcoming haven. How fortunate we are.

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.

9/18/20 RED CABOOSE LIBRARY BOARD MEETING AGENDA AND SUMMARY

Our new Board member, Lorraine Rudd, was introduced to all.

I. EVALUATION OF LIBRARY RE-OPENING:

Reopening went nicely and many patrons commented on how happy they were to be back.

The "RETURNS" box has worked very well, allowing us to sanitize books before re shelving. However, the box has, on occasion, been overfilled with donated books. In future, we will have a separate box, marked "DONATIONS". The only problem was a "broken" doorbell. It appears that, unknowingly, a prior volunteer unplugged the bell. The bell is now clearly labeled.

II, PRESENTATION: On hold.

III. FUNDRAISING:

A. Mask donation.

Mary Iorio has generously donated a number of face masks, made by her, to the Library. The masks are both adult and child sizes. They will be placed in the Library and can be had for a donation to the Library.

B. Book and Bake Sale

The plan is to hold the sale on Sat. 11/21/20 from 10-2, with a Rain date of Sun. 11/22 from 1-4. Obviously, this, like so much else today, is tentative, but we plan nonetheless.

IV. FUTURE LIBRARY ENDEAVORS/PROGRAMMING: On hold.

V. LIBRARY STATUS: TOWN COUNCIL/PARKS AND REC.

A. Town Council Communications:

Linda spoke at the 9/17 Town Meeting regarding the need for mandatory face masks in Town Hall. Hazel spoke to explain how the Library (and books) had been cleaned, scrubbed, and sanitized by the Library Board members. That, along with mandatory face mask use, and sanitizing and the restriction of the number of people allowed in at any given time, should reassure River Benders who are concerned about using the Library. She also stated that, for the foreseeable future, the monthly Board Meeting will be held in the Campesi home.

B. Parks and Rec.:

Gloria has not been informed of any meeting this month.

VI. GENERAL LIBRARY OPERATIONS:

A "Tweens" Project:

The "Tweens" Book shelves has been filled. The Project is ongoing. We will publicize more and use the town web site to post pictures.

B. Computer Project: There will be a lap-top available so that all books in the Library can be found by title, author, or subject. This computer will be for the sole use of the Library volunteer. Gloria will give Wendy a flash-drive so that she can set this up.

PRESENT AT TODAY'S MEETING: Linda, Gloria, Wendy, Lorraine, and Hazel.

Town of River Bend



Monthly Financial Report

Printed 10/13/2020

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.

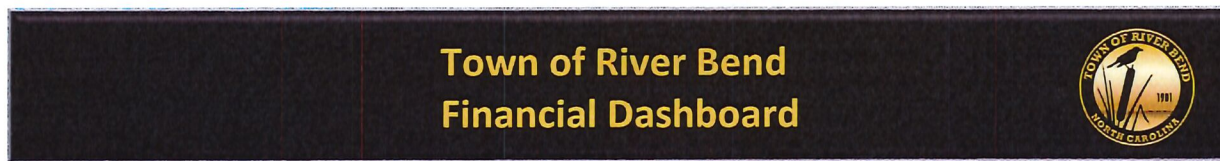
Notes

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.



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.

[illegible]

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	
	Original	Current													Total	% Budget
Ad Valorem Taxes	713,246	713,246	30	1,027	10,653										11,710	1.6%
Ad Valorem Taxes - Vehicle	83,200	83,200	6,125	8,612	6,956										21,693	26.1%
Animal Licenses	2,400	2,400	60	110	10										180	7.5%
Local Gov't Sales Tax	295,751	295,751	24,717	27,360	30,164										82,241	27.8%
Hold Harmless Distribution	90,202	90,202	5,354	6,145	7,975										19,473	21.6%
Solid Waste Disposal Tax	2,500	2,500	0	542	0										542	21.7%
Powell Bill Fund Appropriation	0	0	0	0	0										-	0.0%
Powell Bill Allocation	84,500	84,500	0	0	39,979										39,979	47.3%
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	13,116										13,116	24.4%
Utilities Franchise Tax	114,261	114,261	0	0	21,733										21,733	19.0%
Telecommunications Tax	10,330	10,330	0	0	1,586										1,586	15.4%
Court Cost Fees	500	500	9	32	18										59	11.7%
Zoning Permits	5,000	5,000	797	1,640	232										2,669	53.4%
State Grants*	0	72,303	0	0	49,650										49,650	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	0										99,568	100.0%
Miscellaneous	8,000	8,000	790	458	571										1,818	22.7%
Insurance Settlements	0	0	0	0	0										-	0.0%
Interest - Recovery Grant NCORR-FL	1,212	1,212	11	6	3										20	1.7%
Interest - Powell Bill	50	50	0		0										-	0.0%
Interest - Investments	9,755	9,755	96	44	19										159	1.6%
Contributions	422	422	0		0										-	0.0%
Wildwood Storage Rents	18,120	18,120	1,689	1681	1,726										5,096	28.1%
Rents & Concessions	18,000	18,000	1,500	1500	1,500										4,500	25.0%
Sale of Capital Assets	0	0	0	0	0										-	0.0%
Sales Tax Refund Revenue	0	0	0	0	0										-	0.0%
Trans. from Capital Reserve*	42,970	164,663	42,970		58,000										100,970	61.3%
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	2,297,003	183,716	49,156	243,889	0	0	0	0	0	0	0	0	0	476,761	20.8%

*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	4,082										7,279	25.4%
Administration	268,691	268,691	43,727	16,383	21,824										81,935	30.5%
Finance	120,181	120,181	19,023	7,544	9,283										35,850	29.8%
Tax Listing	10,880	10,880	0	322	368										689	6.3%
Legal Services	24,000	24,000	1,665	1,649	648										3,962	16.5%
Elections	0	0	0	0	0										0	0.0%
Public Buildings*	84,200	149,000	9,719	17,781	5,096										32,596	21.9%
Police*	573,245	590,548	110,187	36,326	35,107										181,620	30.8%
Emergency Management	4,000	4,000	832	1,961	167										2,959	74.0%
Animal Control	14,366	14,366	2,216	925	941										4,081	28.4%
Street Maintenance	221,686	221,686	5,749	6,512	2,312										14,573	6.6%
Public Works	167,240	167,240	18,436	12,759	12,512										43,708	26.1%
Leaf & Limb, Solid Waste	43,500	43,500	655	17,692	4,118										22,464	51.6%
Stormwater Management*	34,971	221,371	3,668	1,891	22,873										28,432	12.8%
Waterways & Wetlands*	3,000	68,000	0	0	0										0	0.0%
Planning & Zoning	48,363	48,363	7,356	3,160	2,960										13,476	27.9%
Recovery Grant NCCORR-FLDG-004	100,780	100,780	14,110	7,129	6,904										28,143	27.9%
Recreation & Special Events	7,500	7,500	23	0	0										23	0.3%
Parks	50,370	50,370	6,687	2,579	2,183										11,449	22.7%
Transfers	66,359	139,859	66,359	73,500	0										139,859	100.0%
Contingency	17,968	17,968	0	0	0										0	0.0%
Total	1,890,000	2,297,003	312,614	209,107	131,378	0	0	0	0	0	0	0	0	0	653,098	28.4%

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	386,692	37,590	0	21,450										59,040	15.3%
Debt Service - Principle		0	0	0	0										-	0.0%
Debt Service - Interest		0	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	148,404					
Expenditures	829,757	124,711	60,835	151,843				1,167,146	85%
Interest earned	9,606	26	13	6				9,650	97%

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	39,179										78,570	33.5%
Consumption	213,326	213,326	40,429	76	42,636										83,142	39.0%
Other, incl. transfers	26,768	26,768	118	5,225	666										6,009	22.4%
Hydrant Fee	21,411	21,411	21,050	0	0										21,050	98.3%
Appropriated Fund Bal.*	75,867	117,267	0	0	0										0	0.0%
Total	572,234	613,634	100,639	5,650	82,480										188,770	30.8%

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	20,979										101,260	22.6%
Supply & Treatment	75,000	75,000	3,793	1,058	2,321										7,173	9.6%
Distribution*	46,000	87,400	29,434	1,678	1,093										32,205	36.8%
Transfers / Contingency	3,500	3,500	0	0	0										0	0.0%
Total	572,234	613,634	91,726	24,519	24,393										140,638	22.9%

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	0										11,680	-

Cash Balances

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Water Fund	789,864	823,510	827,655									
Water Capital Reserve Fund (CIF)	244,663	244,672	244,677									

Water Produced

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	FY to Date	
Limit														
Total Gallons	8,171,000	7,586,000	7,321,000										23,078,000	
Average daily gallons	925,000*	263,581	244,710	244,033									250,775	

* 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	49,241										98,171	33.6%
Consumption	303,101	303,101	53,704	127	57,680										111,511	36.8%
Other, incl. transfers	19,862	19,862	74	1,538	19										1,631	8.2%
Appropriated Fund Bal.*	66,617	94,217	0												0	0.0%
Total	681,884	709,484	102,410	1,963	106,940										211,313	29.8%

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	21,902										103,945	23.5%
Collection*	64,000	91,600	5,299	989	675										6,963	7.6%
Treatment	112,000	112,000	4,882	4,121	11,717										20,720	18.5%
Transfers / Contingency	63,000	63,000	0	0	0										0	0.0%
Total	681,884	709,484	69,558	27,775	34,295										131,628	18.6%

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	0										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	1,055,812									
Sewer Capital Reserve Fund (CIF)	11,246	11,247	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	2,919,000										9,021,000	
Average daily gallons		330,000*	109,742	87,097	97,300									98,046	

* This is the permitted daily limit.

EWAB Meeting Minutes, River Bend Community Building

Monday, September 7, 2020

Meeting was called to order at 7pm by Jim Stevens

In Attendance:

Jon Hall

Paige Ackiss

Carl Lichty

Ray Jaklitsch

Patty Leonard

Jim Stevens

Councilman Brian Leonard

Minutes from the previous meeting were read. Motion made to approve minutes as read, seconded and approved.

Old Business:

Discussion of the NO WAKE canal signs. Group decided to vote on one of 4 designs. It was unanimous and Jim Stevens would take the rendering agreed to by the group to the Town Manager to arrange for installation in the canal system.

Councilman Leonard provided a briefing. He reported the new community center was completed. Discussed replacing the Town Hall roof with a metal roof to match the new community center and discussed the costs.

Councilman Leonard also discussed the Channel Run project and the drainage issues on Mulberry Drive. Town Council is discussing changing the current pond drainage gate system with a weir to help control the flooding in the area. Paige Ackiss says the ponding and flooding is because of the only drain for that area being overwhelmed in a heavy downpour. Should another drain be installed or the current one replaced with a larger diameter drain? Do we need to discuss with the Town Manager? The EWAB is directing the Town Manager to come to the next meeting to discuss the Mulberry and Wildwood situations.

Councilman Leonard continued with discussion of the storm drainage system throughout the town. Discussed the Council was looking at the ordinance which places the responsibility of the swales on the homeowner, changing it to make the Town responsible.

Councilman Leonard ended with discussion of the dredging project. He reported that our CAMA permits, etc., had been extended and a dredger had been found. A location was found to put the spoils from the dredging by the wastewater treatment facility.

Paige Ackiss recommended two companies in the area who could map the canals for us. Councilman Leonard said the Town is still trying to determine who owns the canals.

Motion was made to recommend the Town change the ordinance placing the responsibility of maintenance and upkeep swales throughout the town from the homeowner to the Town. It was seconded and approved with one member dissenting.

Motion was made to recommend the Town Manager contact the two companies Paige Ackiss found to give us a bid to map the canals so action could be taken by the Council to appropriate the funds to map the canal system in River Bend. Motion was seconded and approved unanimously.

Next Meeting would be October 5, 2020 at 7pm.

Motion to adjourn was seconded and passed at 8pm.

Respectfully Submitted,

Patty Leonard

MAYOR'S REPORT OCTOBER 2020

After 25 years residency in River Bend it is safe to say that the Town's appearance has never looked so good.

This statement is remarkable when one considers that two years ago we had just suffered the devastating visit of hurricane Florence. Those that lived through that event will clearly recall the massive piles of appliances, furniture and demolition debris that lined the streets in the floodplain areas of Town. It had all the resemblance of a war zone.

Fast forward. There are still homes that are being restored but exterior appearances of these few homes reveal very little of that ongoing effort. A visitor driving through Town today would see little evidence of the Florence visit of only two years past.

Many persons have worked hard to make this transformation possible. I shall list some of those person:

1. Individual Homeowners: who quickly removed the compromised furniture, appliances and interior building materials. These homeowners worked with the Town's floodplain administrator Allison McCollum and the FEMA representative agents who spent several weeks in town addressing loss and covered restoration compensation. This was followed by an army of contract personnel and traffic in support of rebuilding.
2. The Storm actions of the Town Council: required attendance at several called meetings to authorize documents needed for Federal and State funding grants. The continuing conduct of operations is made possible by the Town's annual budget. The Council spends hours in a number of sessions working with the Manager and Staff to authorize the annual budget, set the tax rate, and authorize the major projects that the Manager will execute during the course of the budget year. This authorization gave the Manager necessary authority to begin initial recovery efforts as we waited for return of requested grant funding. Thanks to Council for the quick response each time a request for action was made.
3. Town Staff: under the leadership of Manager Delane Jackson the Town's infrastructure suffered some compromise but the dedicated staff kept the utility systems operating and there was virtually no interruption in this service. Manager Jackson carefully monitored what assistance would be available from Federal Agency and State sources to assist in rebuilding and recovery. Many staff members assisted in developing requests for emergency assistance. In total more than \$1,000,000 from these sources assisted in the recovery effort. The staff effort went largely unnoticed at the time. We all need to offer thanks and appreciation to these persons who were at the same time dealing with their own recovery at home.

The Town has emerged from the wrath of Hurricane Florence in a strong position. The Homeowners, Town Council, Manager and entire Staff are due thanks and appreciation for clearly superior service during this very trying period.

Now we engage the COVID-19 pandemic. May we all see the conquering of this cruel virus in the near future.