

**River Bend Town Council
Work Session Minutes
October 8, 2020
River Bend Municipal Building
5:00 p.m.**

Present Council Members	Mayor John Kirkland Don Fogle Brian Leonard Bud McClard Bud Van Slyke Buddy Sheffield
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Town Manager	Delane Jackson
Town Clerk	Kristie Nobles
Town Attorney	David Baxter

Councilman McClard asked if he could address the council. He stated that he has decided to place his home on the market and he is not sure where he will move. He asked if it would be a conflict of interest with his home on the market while he serves on the Council. The Council agreed that it was no conflict for him to serve on the Town's Council. The Town's Attorney David Baxter also agreed that there was no conflict with him serving while his house is on the market.

Town Manager Delane Jackson stated that he had two items to add to the agenda this week. These two items were placed at the top of the agenda.

DISCUSSION – Resolution – Designation of Applicant Agent

The Manager stated he is completing documents to apply for a \$500,000 grant to build a new public works facility. The letters of interest for this grant are due Friday October 9, 2020. One of the requirements is a designation of an agent. The Manager presented a resolution to appoint him as the designated agent.

MOTION

Councilman Sheffield **moved to adopt the Resolution appointing the Town Manager as the Designated Applicant Agent for the North Carolina Division of Emergency Management as presented.** The motion carried unanimously. (*see attached*)

DISCUSSION – Dredging Proposal

The Manager stated that the Council had previously approved a proposal from Kings Dredging in the amount of \$65,000, and since then this contractor has rescinded this proposal. The Manager presented a dredging proposal from Coastal Dredging in the amount of \$65,000 and said that the Town is on a very tight time line with our permit. He stated that he has consulted with five dredging contractors since the beginning of this project. He stated that Coastal Dredging stated that they could start on the project as early as next week. Councilman Sheffield asked if the spoils would be disposed of in the same manner as discussed with the prior contractor. The Manager stated that the spoils would be lifted by bucket to barge and then would be trucked to private property off Old Pollocksville Road. Once dried Public Works would spread out the remaining soil in that area on the property. Councilman Van Syke asked if the contracted price is for up to 1,000 cubic yards or per cubic yard. The Manager stated that the contractor would invoice the Town for the amount of cubic yards removed at \$50 each. Councilman Van Syke asked that there be a contract completed stating that the contractor would only invoice for the total cubic yards versus a flat fee of \$65,000 up to 1,000 cubic yards. The Manager stated that a contract would be completed to

include this wording. Councilman Leonard asked if the Manager had spoken with the contractor regarding property owners contacting him for personal dredging also. The Manager said he has not but the proposal has the contractors contact information on it for anyone who wished to contact him for personal dredging.

MOTION

Councilman Leonard **moved to accept the Island Lake dredging proposal as presented from Coastal Dredging and to authorize the Town Manager to negotiate and execute a contract in an amount not to exceed \$65,000.** The motion carried unanimously.

DISCUSSION – Planning Board Recommendation Concerning Sidewalks in Subdivision Ordinance

Councilman Sheffield stated that the Planning Board recommends that the Town require sidewalks in the Subdivision Ordinance. He stated that this had been presented to the board a few years back and the only change now is that the sidewalks would be five foot wide. Councilman Sheffield said that as the Planning Boards liaison, he is obligated to present this to the Council but he personally does not recommend it or support adding sidewalks to the Subdivision Ordinance. Councilman Leonard stated that this would be a requirement for new subdivisions in the Town only and he supports adding sidewalks to new subdivisions. Councilman Van Syke asked if this would pertain to new homes in current subdivisions and the Manager stated that this would pertain to new subdivisions only. Councilman Leonard stated that the only area in town for new subdivisions that this would pertain to is basically in the Northwest Quadrant. He stated that sidewalks would be a benefit for safety in the area also. Councilman Fogle asked if the Town is still considering lot size and animals for the Northwest Quadrant. Councilman Sheffield stated that the Planning Board would discuss that at the next Planning Board meeting. Councilman Fogle stated that he does not think the Council should take any action on sidewalks until the Planning Board makes a decision on animal restrictions and lot size. Mayor Kirkland suggested that the Council send the sidewalk recommendation back to the Planning Board to draft a proposal for items that have been discussed.

DISCUSSION – Planning Board Recommendation Concerning Stormwater Drainage Regulations

Councilman Sheffield stated that the Planning Board recommends deleting §15.02.069 Stormwater Drainage regulations from Chapter 15 and adding Stormwater Drainage regulations to Chapter 9.03 of the Code of Ordinances. He stated that the Town could then take over responsibility of maintaining the Town's right-of-way including the drainage ditches and pipes. The Manager stated that for the responsibility to shift from property owner and to the Town that the Council would need to approve amending the Code of Ordinance, which would need to start with holding a Public Hearing. Councilman Leonard stated that EWAB also recommends this change. Councilman Leonard stated that the changes to the Code of Ordinances will need to clearly state the property owner's and the Town's responsibilities. Councilman Sheffield agreed. Mayor Kirkland suggested that the Council allow the Mayor and the Town Manager to work on the language for amending the drainage regulations.

DISCUSSION – Painting Options for Town Hall Exterior

The Manager stated to the Council that construction on Town Hall has come to a point where a decision needs to be made on the exterior color of the new addition. He said that there are a few options for determining the exterior color:

- a) Paint the new Town Hall addition to match the Municipal Building with the intent to paint the remainder of Town Hall to match Municipal Building at a later date.
- b) Paint the new Town Hall addition to match the existing Town Hall exterior, with the intent to paint the entire Town Hall to match Municipal Building at a later date.

- c) Paint the new Town Hall addition to match the remainder of Town Hall with no intention to change it at a later date. This is the only no additional cost option.

The Manager stated that if the Council decided to paint the entire Town Hall to match the Municipal Building it would cost an additional \$13,040. That price does not include any needed preparations to replace damaged siding. Councilman Sheffield stated that installing the Hardy board to match the Municipal Building would look nice but for the time being painting the new addition at Town Hall to match the current Town Hall exterior would be the best option. By consensus of the Council all agreed to move forward with painting the new Town Hall addition to match the current Town Hall exterior paint color.

DISCUSSION – Room Naming Options

The Manager stated to the Council that he has received most of the recommendations for the room names for the meeting rooms at the Municipal Building and Town Hall from the Council. He stated that voting on those names would take place at the next Council Meeting on October 15th.

Councilman Van Syke asked when those rooms would be reopened for public use. Councilman Leonard stated that there are restrictions that would need to be in place for use of the meeting rooms and someone there to enforce the restrictions. The Manager stated that the Council would need to make a decision to reopen the meeting rooms. The Mayor stated that reopening the meeting rooms at this time should not be an option. By consensus of the Council all agreed to keep the meeting rooms closed for public use other than Council and Advisory Board meetings.

Councilman Fogle suggested that the Council add a "Wall of Fame" to the new Municipal Building. He stated that these individuals would be community members who have made an impact on the community and create criteria for those individuals who would be nominated. Councilman McClard stated that this would most likely create a hardship for community members nominated but not approved. No action was taken at this time.

Councilman Leonard asked if the CAC Advisory Board would be the group to decide on the interior appearance of the Municipal Building. The Manager stated that the CAC Advisory Board role is strictly for exterior projects.

DISCUSSION – Veterans Memorial Stone Placement

The Manager stated that at a previous Council meeting, it was suggested to move the Veterans Memorial Stone to the Municipal Building by the flagpole. He stated that the Veterans Stone has been removed from its original location due to construction at Town Hall. The Manager said that with Veterans Day approaching this would be a good time to place it near the flagpole at the Municipal Building if the Council wished to do so. Councilman Sheffield stated that if the Veterans Memorial Stone is moved that a new ceremony would be necessary. Councilman Leonard stated that the stone was in a high traffic area with more visibility in its original location at Town Hall. He suggested that the stone should be returned there. The Council agreed to return the Veterans Memorial Stone to its original location at Town Hall when construction is complete. The Manager stated that the original location is now occupied by the new addition but the stone could be placed very close to its original location.

CLOSED SESSION

Councilman Sheffield **moved to go into a Closed Session under NCSG 143-318.11(a)(3) and (5), to consult with the attorney and to discuss the possible acquisition of land on Old Pollocksville Road from Robert Davis for the construction of a new road.** The motion carried unanimously. The Council entered Closed Session at 6:30 p.m.

OPEN SESSION

Councilman Sheffield **moved to return to Open Session** at 7:00 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

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



Kristie Nobles
Town Clerk

RESOLUTION	
DESIGNATION OF APPLICANT'S AGENT	
North Carolina Division of Emergency Management	
Organization Name (hereafter named Organization) Town of River Bend	Disaster Number:
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate):	
Applicant's Fiscal Year (FY) Start Month: 7 Day: 1	
Applicant's Federal Employer's Identification Number 56 - 1291141	
Applicant's Federal Information Processing Standards (FIPS) Number 37 - 049 -	
PRIMARY AGENT	SECONDARY AGENT
Agent's Name Delane Jackson	Agent's Name John Kirkland
Organization Town of River Bend	Organization Town of River Bend
Official Position Town Manager	Official Position Mayor
Mailing Address 45 Shoreline Dr.	Mailing Address 45 Shoreline Dr.
City, State, Zip River Bend NC 28562	City, State, Zip River Bend NC 28562
Daytime Telephone (252) 638-3870	Daytime Telephone (252) 638-3870
Facsimile Number	Facsimile Number
Pager or Cellular Number	Pager or Cellular Number
<p>BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this <u>8</u> day of <u>October</u>, 20<u>20</u></p>	
GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title	Name Kristie Nobles
Name and Title	Official Position Town Clerk
Name and Title	Daytime Telephone (252) 638-3870
CERTIFICATION	
<p>I, <u>Kristie Nobles</u>, (Name) duly appointed and <u>Town Clerk</u> (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of <u>Town of River Bend</u> (Organization) on the <u>8</u> day of <u>October</u>, 20<u>20</u></p>	
Date: <u>10-9-20</u>	Signature: <u>Kristie Nobles</u>