

**River Bend Town Council
Regular Meeting Minutes
January 19, 2023
Town Hall
7:00 p.m.**

Present Council Members: Mayor John Kirkland
James Castranova
Brian Leonard
Barbara Maurer
Buddy Sheffield
Jeff Weaver

Town Manager: Delane Jackson
Finance Director: Mandy Gilbert
Police Chief: Sean Joll
Town Clerk: Kristie Nobles
Town Attorney: Dave Baxter

Members of the Public Present: 19

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, January 19, 2023 at the River Bend Town Hall with a quorum present.

ADDITIONS/DELETIONS TO AGENDA

Vote – Addition to Agenda – Councilman Leonard moved to add Closed Session NCGS§ 143-318.11(a)(3) to consult with the Town Attorney to the agenda. The motion carried unanimously.

VOTE – Approval of Agenda

Councilman Leonard motioned to accept the agenda as presented. The motion carried unanimously.

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. Councilman Sheffield **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 December 15, 2022 Regular Council Meeting

Budget Kick-off

Manager Jackson presented a PowerPoint presentation outlining the normal budget process and the recent revaluation process. The Council reviewed their Priorities and Vision Statement and the proposed meeting schedule. He stated there was a schedule conflict on April 27, 2023 and recommended rescheduling that workshop on May 1, 2023. With no objections, the schedule and priorities were approved by consent of the Council.

TOWN MANAGER'S REPORT

The Manager announced that the Town Clerk, Kristie Nobles, has received her Certified Municipal Clerk Certification and presented her with a certificate. He stated that she is only the second Town Clerk in the history of the Town of River Bend to earn this certification.

The Manager gave the following update on Town projects:

- The Water Meter Replacement Project is nearly complete with 1,195 meters replaced out of 1,500 meters.

ADMINISTRATIVE REPORTS

PLANNING BOARD – COUNCILMAN SHEFFIELD

Councilman Sheffield presented the following report.

The regular meeting of the Planning Board was held on January 5 at 6:00 pm in the Community Building. A quorum was present. Councilman Sheffield was ill and did not attend. Councilperson Maurer graciously covered the meeting on his behalf. There was only one item on the agenda, the ongoing effort to create a conditional zoning ordinance at the request of the Town Council. Manager Jackson and Assistant Zoning Administrator McCollum presented a draft document they had created which relied heavily on the ordinance in place in the Town of Havelock. Changes specific to River Bend had been highlighted. There was much discussion. Ultimately the board was not ready to recommend the ordinance to the Council for passage. They highlighted certain areas of concern and suggested that the document be reviewed by the Town Attorney. The next meeting is scheduled for February 2nd at 6:00pm. All interested parties are encouraged to attend.

PARKS & RECREATION/CAC – COUNCILMAN CASTRANOVA

Councilman Castranova presented the following reports.

Parks & Recreation

Councilman Castranova stated there have been several resignations from the Parks and Recreation Advisory Board leaving a sole member, David Ross who assumed the role of Chairperson. He stated there was a Special Meeting on January 11, 2023 to review applications received. He stated that 4 applications have been received and 3 of those were recommended for appointment.

Vote – Parks & Recreation Advisory Board Appointment – Councilman Castranova moved to appoint Krysten Howard to the Parks and Recreation Advisory Board for a term beginning January 19, 2023 and expiring June 30, 2024. The motion carried unanimously.

Vote – Parks & Recreation Advisory Board Appointment – Councilman Castranova moved to appoint Keenan Castranova to the Parks and Recreation Advisory Board for a term beginning January 19, 2023 and expiring June 30, 2024. The motion carried unanimously.

Vote – Parks & Recreation Advisory Board Appointment – Councilman Castranova moved to appoint Kathy Noonan to the Parks and Recreation Advisory Board for a term beginning January 19, 2023 and expiring June 30, 2024. The motion carried unanimously.

River Bend Community Organic Garden (RBCOG)

Councilman Castranova stated that he did not attend the monthly meeting but stated there are workshops scheduled on February 21, 2023 and February 28, 2023.

Red Caboose Library (RCL)

Councilman Castranova stated that the Red Caboose Library met the previous week and discussed upcoming events. He stated that the Library also discussed the conditions that prevent the Library from asking the Town for monetary help; those conditions were opposed when they became a subgroup of the Parks and Recreation Advisory Board. He stated that he has spoken to The Town Manager and the Town Attorney and was advised that the Parks and Recreation Advisory Board would need to remove that condition. Councilman Sheffield asked if the library is a nonprofit organization under 501(c) and Councilwoman Maurer stated that it is not. The Town

Manager stated that he does not feel that the word "conditions" is the appropriate term. He stated that the Library submitted a written request to the Parks and Recreation Advisory Board to become a part of the advisory board and stated that the Library indicated they would not request any funding. The Town approved the Library's request at that time.

CAC – Councilwoman Maurer

Councilwoman Maurer presented the following report.

Community Appearance Commission (CAC)

The CAC met on January 18. Five members and one guest were present. The globe lights made in the CAC workshops and installed at the front entrance by Public Works received accolades from residents and members of the greater New Bern area. The Christmas Festive Homes award program was popular and received many nominations. The next award event, Yard of the Month, takes place in April. The next CAC event will be the Arbor Day Celebration in March. Future programs under discussion included a yard, mailbox and door festive award for Fourth of July and permanent landscaping around the Veterans Memorial. IT improvements are planned to enhance communication with the community. The Plantation Median project will take its next step with a presentation in February by Dr. Tom Glasgow, Craven County Cooperative Extension Director, about the condition of trees and plants along the median. The next meeting is scheduled for March 15, 2023.

VOTE – Irving "Bud" Van Slyke Resolution

Councilwoman Maurer motioned to approve the Irving 'Bud' Van Slyke Resolution as presented. The motion carried unanimously. (see attached)

FINANCE – Councilman Leonard

Financial Report – Finance Director, Mandy Gilbert presented to the Council the financial statement for the month of December. She stated the total of the Town's Cash and Investments as of December 31, 2022 were \$4,376,546 and Ad valorem tax collections for FY22-23 were \$495,037 and Vehicle Ad valorem tax collections were \$34,465.

MAYOR'S REPORT

The Mayor presented the following report.

As the year 2022 draws to a close it is appropriate to recognize the superior performance of the River Bend Town Staff. Looking first at the Town Manager's position. The Town in 2023 begins the 21st year operating under the Town's General Assembly authorized "Council-Manager" form of governance. In that period we have had the service of four different Managers. Our current Manager Delane Jackson is in his ninth year serving the Town. He is also the longest serving of the several managers. The Manager is responsible for supervising all staff members. Recently he saw three key members of the Town Hall staff reach retirement age and opted to enter that phase of their life. The longest serving of the three was Margaret Theis who as Finance Administrator had served for 25 years. Next in length of service was Kathleen De Young who had served for 20 years as Deputy Clerk. Ann Katsuyoshi had served as Town Clerk for 18 years. These three positions are all very critical to the Town's day to day operations. Manager Jackson advertised for candidates to fill the vacant positions, conducted interviews and hired qualified persons to fill each of the three positions. Mrs. Kristie Nobles as Town Clerk, Mrs. Jennifer Barrow as Deputy Town Clerk and Mrs. Mandy Gilbert as Finance Director. Mrs. Gilbert was formally the Finance Assistant. Mrs. Rebekah Pearce was hired as Finance Assistant. These newly hired employees have quickly gained the detailed understanding of the positions that they serve. The preceding addresses the changes that have occurred in the Town Hall staff. Now to the dedicated personnel who serve in the Police Department and the Public Works/Water Resources Department. These persons provide critical service every day to all citizens. These individuals respond to the routine of day to day operations and also the emergency events that come with little or no notice. All of these persons deserve our thanks for the service that you perform and keep our Town operating.

The leaders of these two departments are Police Chief Sean Joll, and Public Works Director Brandon Mills. The members of the Police Department are: Sergeant Stephen Fell, and Officers Michael DeStefano, Andrew Borner, Chase Adams and Derius Johnson. Members of Public Works/Water Resources Department are: Public Works Director Brandon Mills. Staff members are James Jones, Mike Steffa, Doug Becker, Juquan Jarvis, and Andrew Brooks. To all Town staff members: Thank you for the quality contribution that you bring to work each day and often is performed without notice. Please accept a sincere "Thank You" for your service every day. It is that service that makes River Bend the fine community that more than 3,000 persons call home.
THANK YOU

PUBLIC COMMENT

No public comments at this time.

CLOSED SESSION

Councilman Leonard moved to go into a Closed Session under NCSG §143-318.11(a)(3) to consult with the Town Attorney. The Council entered Closed Session at 8:32 p.m.

OPEN SESSION

Councilman Sheffield moved to return to Open Session at 9:29 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn**. The meeting adjourned at 9:30 p.m.



Kristie J. Nobles, CMC
Town Clerk

Town of River Bend Resolution
Recognizing Irving "Bud" Van Slyke, Jr.

Whereas, "Bud" Van Slyke began his service to the Town of River Bend on December 15, 1999 when he was appointed by Town Council to serve as a member of the town's Planning Board, where he later served as Chairman, and

Whereas, "Bud" was originally appointed to the River Bend Town Council on April 20, 2005 to fill a vacancy on the Town Council, and

Whereas, "Bud" was elected thereafter by the people and continuously served as a member of the Town Council until December 15, 2022, and

Whereas, "Bud" was originally appointed by his fellow Council members to serve as Mayor Pro Tem on June 16, 2011 and was repeatedly re-appointed and continuously served in that capacity until December 15, 2022, and

Whereas, "Bud" was originally appointed by his fellow Council members as Finance Officer on May 12, 2005 and continuously served in that capacity until November 17, 2022, and

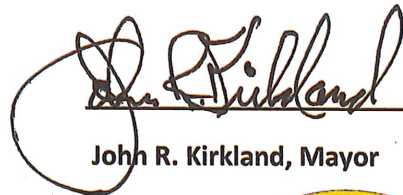
Whereas, "Bud" has volunteered to serve the community in numerous capacities over the years, and

Whereas, "Bud" has been a loyal servant of the citizens of the Town of River Bend for more than 23 years and served with the highest degree of ethics, integrity, and dedication, and

Whereas, the Town Council wishes to recognize "Bud" for his service and express the town's gratitude for his service;

Now, therefore be it resolved, by the River Bend Town Council that January 25, 2023 is declared as Bud Van Slyke Day in River Bend and that all citizens are invited to a reception in his honor at 3 p.m. in Town Hall.

Adopted this the 19th day of January, 2023



John R. Kirkland, Mayor

ATTEST:



Kristie J. Nobles, Town Clerk, CMC

