

**River Bend Town Council
Regular Meeting Minutes
May 18, 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
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Town Clerk: Kristie Nobles
Town Attorney: Dave Baxter

Members of the Public Present: 68

CALL TO ORDER

Mayor Kirkland called the meeting to order at 7:00 p.m. on Thursday, May 18, 2023, at the River Bend Town Hall with a quorum present.

RECOGNITION OF NEW RESIDENTS

Miranda Gavalis – introduced herself and her daughter who is working on her eagle scout.
Tina Cliff – introduced herself and stated she is a real estate agent, and this is her first meeting.
Dave Archer – introduced himself and stated he is from Delaware.
Marvin Coleman – introduced himself and stated he is from Newton / Hickory, North Carolina.
Dustin Huckfeldt – introduced himself and stated he is from Nebraska.

VOTE – Approval of Agenda

Councilman Castranova motioned to adopt the agenda as presented. The motion carried unanimously.

ADDRESSES THE COUNCIL

David Ross – Parks and Recreation – extended an invitation to all River Bend residents to the 4th of July event that will take place on July 4 starting at 10:30 a.m. He stated that volunteers are needed and to sign up for the parade at Town Hall or on the website.

PUBLIC HEARING – Proposed Rezoning Craven County PIN #8-206-083

Councilman Sheffield moved to open the Public Hearing on the proposed rezoning of the parcel described by Craven County Parcel Identification Number #8-206-083. The motion carried unanimously.

At this time the Mayor indicated that those who signed up to speak would be called in the order in which they signed up. There were 7 people who addressed the Council. Those who opposed the proposed rezoning of the property were Art Seaman, Cecil Broome, Frank Broadhurst, Marvin Jackson, Susan Scott, and Joe Routh. Those in favor of the proposed rezoning of the property were Jay Ammon.

Councilman Sheffield moved to close the Public Hearing. The motion carried unanimously.
At this time the Mayor called for a 3 minute recess.

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 March 9, 2023 Work Council Meeting
Minutes of the April 13, 2023 Work Council Meeting
Minutes of the April 20, 2023 Regular Council Meeting
Minutes of the May 2, 2023 Budget Workshop
Minutes of the May 4, 2023 Budget Workshop
Minutes of the May 9, 2023 Budget Workshop
Minutes of the May 11, 2023 Budget Workshop

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- The Public Works building is under construction and the roof is almost complete on the main building. It is scheduled to be completed by December 2023.
- The Manager has completed the documents for the \$100,000 grant that the Town received for a water supply study.
- The Golden Leaf Grant has been closed-out for the drainage improvements that were completed in the Channel Run area.
- The Audit Contract is completed but needs the proper signatures.
- The Budget Message is on the town's webpage and the public hearing will be on June 8, 2023 at 7:00 p.m. at Town Hall.

ADMINISTRATIVE REPORTS

PARKS & RECREATION – COUNCILMAN WEAVER

Parks & Recreation

Councilman Weaver stated that the Parks and Recreation Advisory Board had a special meeting on May 17, 2023, to discuss and finalize the July 4 plans and they need volunteers. The board has extended an invitation to anyone who would like to assist with a special project accessing the parks and recreational areas and submitting their recommendations.

Organic Garden

Councilman Weaver stated that the Organic Garden had a successful workday in April and he stated that the bees are very active and have outgrown their hive.

Red Caboose Library (RCL)

Councilman Weaver stated that the library had a special meeting on May 17, at 2:00 p.m. He stated that the Book / Tech Mobile would be at the Municipal Building on Friday May 19th, at 2:00 p.m. through 5:00 p.m.

CAC – Councilwoman Maurer

Councilwoman Maurer presented the following report.

The CAC did not meet in May. The Beautification awards for May were awarded to yards located at 300 Pirates Road and 2A Mulberry. You can find the entire list of nominees on the town's website and in the weekly River Bend E-News. Nominations for the June award will begin on June 1st. You can obtain nomination forms from the town website, a QR code that will be printed in upcoming announcements, or by email, cac.riverbend@gmail.com. The next step in the Plantation Drive median project is for the Council to discuss the proposal and offer direction. Other

plans and programs will be presented at later dates. There currently are three vacancies on the Community Appearance Commission. This is an active group with diverse interests. Members may work on one or all of the projects. If you are interested, contact Chairwoman Brenda Hall to find out more about joining the board or volunteering for a project. The next meeting is scheduled for July 19, 2023 at 4 pm in the Municipal Building.

FINANCE – COUNCILMAN LEONARD

Financial Report – Finance Director, Mandy Gilbert, presented to the Council the financial statement for the month of April. She stated the total of the Town's Cash and Investments as of April 30, 2023, were \$3,770,857 and Ad valorem tax collections for FY22-23 were \$723,635 and Vehicle Ad valorem tax collections were \$77,219.

PRESENTATION OF DRAFT FY23-24 BUDGET MESSAGE AND ORDINANCE

The Manager provided the Council with a copy of the Draft Budget Message and Ordinance. He stated it would be released to the public next week.

VOTE – BUDGET PUBLIC HEARING

Councilman Leonard motioned to schedule a Public Hearing on the proposed FY2023-2024 Town Budget on June 8, 2023, at 7:00 p.m. at Town Hall. The motion carried unanimously.

ENVIRONMENTAL AND WATERWAYS – COUNCILMAN LEONARD

Councilman Leonard presented the following report:

Chairman Ackiss opened the EWAB meeting Monday April 3rd 2023 at 7 PM in the small conference room in the municipal building. There was a quorum. There were no visitors. The minutes from February 6th, 2023, were approved. Councilman Leonard gave a council updated. Old business: Canal bulkhead inspections will start on Wednesday 19 April 2024. New Business: Questions about mosquito control, Councilman Leonard will check with the manager. Some discussion about storm water swales being inspected and cleaned as needed. Volunteer hours: 10. Next meeting will be on May 1st 2023 at 7 PM in the small conference room in the municipal building. Chairman Ackiss adjourned the meeting at 7:34 PM.

PUBLIC SAFETY – COUNCILMAN WEAVER

CERT - Councilman Weaver stated that CERT had recently disbanded until further notice. He thanked all the CERT volunteers for their time served.

Community Watch – Councilman Weaver stated that Community Watch will meet on June 21 and they are looking for volunteers to help with traffic control for the July 4 Celebration.

MAYOR'S REPORT

The Mayor presented the following report.

It is worth a repeat to post this monthly Mayor's Report addressing the importance of the Town's budget and the work that the Town Council puts into its development.

The following steps are followed in budget development:

1. The Town Manager as the budget officer (a N.C. General Assembly Statute position mandate) is responsible for preparing a balanced budget and presenting it to the Council. The draft is reviewed with the Manager. Each line item is reviewed with the Manager in a number of budget workshops. These meetings are advertised and are open to the public.
2. During the workshops the Manager responds to questions that individual Council members may ask on any line item presented.

3. After the several workshops are completed, a public hearing is scheduled and advertised. At this hearing citizens may offer comments to the Council on the details of the budget.
4. Following the hearing the Council will vote to formally adopt the FY 2023-2024 River Bend budget.

With the adopted budget in place the Manager is responsible for the execution of approved expenditures without further Council input. During the course of the budget year if a need arises the Manager will prepare a budget amendment to address the need and the Council will vote on approval at a scheduled Council Meeting. I have frequently told the Council that the effort that they spend developing the budget is the most demanding and important task that they address each year. It also is a demanding effort on the part of the Town Manager, Finance Director and the staff. Our Town is fortunate to have a Council and Staff that understand this responsibility and each year has developed a balanced budget and maintained a reserve that has met unanticipated emergency purchases. Thanks to the Manager, Finance Director, Council and Town Staff for this demanding service.

PUBLIC COMMENT

No Public Comments.

ADJOURNMENT/RECESS

There being no further business, Councilman Sheffield **moved to adjourn**. The meeting adjourned at 7:56 p.m.



Kristie J. Nobles, CMC
Town Clerk