



TOWN OF RIVER BEND

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River Bend, NC 28562**

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RIVER BEND TOWN COUNCIL PROPOSED AGENDA

Work Session Meeting

April 11, 2024

River Bend Town Hall – 45 Shoreline Drive

7:00 p.m.

1. **VOTE** – Agenda: Additions / Deletions / Adoption
2. **DISCUSSION** – Water Capital Improvement Plan - Jackson
3. **DISCUSSION** – Sewer Capital Improvement Plan - Jackson
4. **DISCUSSION** – Asset Management Plan - Jackson
5. **DISCUSSION** – Volunteer Banquet Date - Jackson
6. **DISCUSSION** – Town Hall Painting Project - Jackson
7. **REVIEW AGENDA** – Barrow
8. **CLOSED SESSION** – NCGS § 143-318.11(a)(3)

Pledge: Weaver

RESOLUTION BY THE TOWN COUNCIL OF RIVER BEND, NORTH CAROLINA
Adopting the Updated Town of River Bend's
10-Year Water System Capital Improvements Plan

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of River Bend operates and maintains a public Water System under Public Water Supply ID No. 04-25-113 issued by the State of North Carolina, and

WHEREAS, WHEREAS, the Town of River Bend has developed a 10-Year Water System Capital Improvements Plan to identify needed capital improvements and their costs,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF RIVER BEND

That, the Town of River Bend Town Council hereby adopts the 10-Year Water System Capital Improvements Plan as a guidance document for pursuing capital improvement funds to keep the water system in good operating order, and

That town staff, under the direction of the Mayor and Town Council, shall regularly review and update the 10-Year Water System Capital Improvements Plan to ensure compliance with all federal, state, and local regulations.

ADOPTED, this the 18th day of April, 2024 at River Bend, North Carolina.

John Kirkland, Mayor

(Seal)

Kristie J. Nobles, Town Clerk, CMC, NCCMC

CAPITAL IMPROVEMENT PLAN Water Fund		Prior	Upcoming	Future				
		Year	Year	Years				
		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2035
Appropriation: Annual		20,000	15,000	20,000	20,000	25,000	30,000	150,000
Appropriation: Grant/Loan/Other Funds		0	9,393,500	2,000,000				
Appropriation: For Vehicles (50/50 with sewer)		3,500	5,000	5,500	5,500	6,000	6,500	45,000
FY Appropriation:		\$ 23,500	\$ 9,413,500	\$ 2,025,500	\$ 25,500	\$ 31,000	\$ 36,500	\$ 195,000
Capital Projects	Prior Project yr.							
<i>Administration:</i>								
Vehicle Replacement (split Water/Sewer)	Per schedule						24,500	42,500
Backhoe (split with water and general)	21-22							
<i>Treatment</i>								
Well #1 Replacement				1,000,000				
Well #2 Replacement				1,000,000				
Treatment House Corrosion Prevention	20-21							18,000
Filter Media Rehab	10-11					20,000		40,000
Well #1 Pump Replacement	13-14	23,000						
Water Treatment Plant Improvements			9,393,500					
Sampling Station Replacement	23-24						10,000	
<i>Distribution</i>								
Line Extension (2 on Old Pollockville Rd.)					35,000			
Howell Center and Riverstone Backflow	11-12			6,000				
Industrial Meter Replacement						6,000		
Elevated Tank Projects							25,000	
	FY Expenditures:	23,000	9,393,500	2,006,000	35,000	26,000	59,500	100,500
Any reserves shown in ending balance line are accounted for in fund balance		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2035
	Ending Balance	\$ 500	\$ 20,500	\$ 40,000	\$ 30,500	\$ 35,500	\$ 12,500	\$ 130,000

RESOLUTION BY THE TOWN COUNCIL OF RIVER BEND, NORTH CAROLINA
Adopting the Updated Town of River Bend's
10-Year Wastewater System Capital Improvements Plan

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of River Bend, within its Sewer Fund, operates and maintains a public Wastewater System under Public ID No's. NC0030406 (treatment) and WQCS00216 (collection), issued by the State of North Carolina, and

WHEREAS, WHEREAS, the Town of River Bend has developed a 10-Year Wastewater System Capital Improvements Plan, within its Sewer Fund, to identify needed capital improvements and their costs,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF RIVER BEND

That, the Town of River Bend Town Council hereby adopts the 10-Year Wastewater System Capital Improvements Plan as a guidance document for pursuing capital improvement funding in the Sewer Fund to keep the wastewater system in good operating order, and

That town staff, under the direction of the Mayor and Town Council, shall regularly review and update the 10-Year Wastewater System Capital Improvements Plan to ensure compliance with all federal, state, and local regulations.

ADOPTED, this the 18th day of April 2024 at River Bend, North Carolina.

John R. Kirkland, Mayor

(Seal)

Kristie J. Nobles, Town Clerk, CMC, NCCMC

CAPITAL IMPROVEMENT PLAN		Prior Year	Upcoming Year	Future Years				
Sewer Fund		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2035
Appropriation: Annual		0	20,000	30,000	30,000	30,000	35,000	210,000
Appropriation: Grant Funds			9,108,500					
Appropriation: Vehicles (50/50 with water)		3,500	5,000	5,500	5,500	6,000	6,500	45,000
FY Appropriations:		\$ 3,500	\$ 9,133,500	\$ 35,500	\$ 35,500	\$ 36,000	\$ 41,500	\$ 255,000
Capital Projects	Prior Project yr.							
<i>Administration:</i>								
Vehicle Replacement (split Water/Sewer)	Per schedule						24,500	42,500
Backhoe(split with water and general)	21-22							
<i>Collection:</i>								
Upgrade Lift Station	13-14			25,000				25,000
Upgrade Lift Station/Manholes/Pumps				15,000	40,000			40,000
Backup Generator								
<i>Treatment:</i>								
Unit #1 Clarifier Skimmer Replacement	22-23							
Unit #2 Clarifier Repair	14-15							
Soft start for WWTP blowers/blower motor	15-16							
WWTP Lift Station repair	15-16					40,000		
Surge Pumps								15,000
WWTP Enhancements			9,108,500					
FY Expenditures:		0	9,108,500	40,000	40,000	40,000	24,500	122,500
Any reserves shown in ending balance line are accounted for in fund balance		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2035
Ending Balance		\$ 3,500	\$ 28,500	\$ 24,000	\$ 19,500	\$ 15,500	\$ 32,500	\$ 165,000

RESOLUTION BY THE TOWN COUNCIL OF RIVER BEND, NORTH CAROLINA

**Adopting and Implementing the Town of River Bend's
Water System Asset Management Plan**

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Town of River Bend has made a comprehensive effort to compile available information into a single document that presents an inventory and conditional assessment of the Town's water system infrastructure; and includes a 10-year Capital Improvements Plan with cost estimates; and includes an Operations and Maintenance Plan to ensure the proper management of the water system assets; and

WHEREAS, The plan, as designed, will be updated regularly and will serve the Town well as a management tool for the planning and operation and maintenance of the Town's water system; and

WHEREAS, The plan, was presented to the Town Council of River Bend during the regular Council meeting held on April 18, 2024 for Council members' review, comment and adoption.

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF RIVER BEND

that the Town of River Bend's Asset Management Plan for the Water System (including the 10-year Capital Improvements Plan) is hereby adopted and implemented this date by the Town Council of the Town of River Bend

ADOPTED, this the 18th day of April 2024 at River Bend, North Carolina.

John R. Kirkland, Mayor

(Seal)

Kristie J. Nobles, Town Clerk, CMC, NC CMC



**RIVER BEND TOWN COUNCIL
DRAFT PROPOSED AGENDA
Regular Meeting
April 18, 2024
River Bend Town Hall – 45 Shoreline Drive
7:00 p.m.**

Pledge: Weaver

1. Call to Order (Mayor Kirkland Presiding)
2. Recognition of New Residents
3. Additions / Deletions / Adoption to Agenda
4. Addresses to the Council
5. 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.

6. Public Hearings – None
7. 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 March 14, 2024, Work Session Meeting
Minutes of the March 21, , 2024, Regular Council Meeting*

8. 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:

9. Finance – Councilman Leonard
 - A. Financial Report - Finance Director

10. Environment And Waterways – Councilman Leonard
 - A. EWAB Report
11. Planning Board – Councilman Sheffield
 - A. Planning Board Report
 - B. Board of Adjustment Report
12. Public Safety – Councilwoman Benton
 - A. Community Watch
13. Parks & Recreation – Councilman Weaver
 - A. Parks and Rec Report
 - B. Organic Garden Report
14. CAC – Councilwoman Maurer
 - A. CAC Report
15. Mayor's Report – Mayor Kirkland
16. Adjournment

ITEM 1

North Carolina law allows public bodies, such as the River Bend Town Council, to meet in closed session to discuss certain topics. However, prior to going into closed session, the Council must announce the closed session and the topic for which the closed session is being called and that must be done while the Council is in open session. This requirement allows the public to know in general what the closed session is concerning. The closed session must also be adjourned in open session. For the purpose of this guide, open session simply means in view of the public and closed session simply means it private. The topics that may be discussed in closed session are listed below and are numbered 1 through 10. Most of the time, the Council knows in advance that a closed session is needed and the General Statute citation which identifies the purpose of the closed session is included on the agenda. However, that is not always the case. The need for a closed session may arise without enough warning to publish the citation on the agenda. The law does not require advanced notice of a closed session. In any case, planned or not, the Council will state the appropriate citation. The citation will always begin with 143-318.11(a). The numbers that follow in parenthesis will identify the particular closed session topic. For example: The citation 143-318.11(a)(3)(5) will allow the Council to consult with an attorney (#3) and to discuss the acquisition of real property (#5).

§ 143-318.11. Closed sessions.

(a) Permitted Purposes. – It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

- (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
- (2) To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.
- (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.
- (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.
- (5) To establish, or to instruct the public body's staff or negotiating agents

concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

- (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.
- (7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- (8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school safety components of school improvement plans by a local board of education or a school improvement team.
- (9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.
- (10) To view a recording released pursuant to G.S. 132-1.4A.

(b) Repealed by Session Laws 1991, c. 694, s. 4.

(c) Calling a Closed Session. – A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

(d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2; 2013-360, s. 8.41(b); 2014-79, s. 9(a); 2016-88, s. 3.)