

River Bend Town Council
Work Session Minutes
November 14, 2024
Town Hall
7:00 p.m.

Present Council Members: Mayor Pro Tempore Buddy Sheffield
Lisa Benton
Brian Leonard
Barbara Maurer
Jeff Weaver

Town Manager: Delane Jackson
Town Clerk: Kristie Nobles
Town Attorney: Trey Ferguson
Police Chief: Sean Joll
Finance Director: Mandy Gilbert
Public Works Director: Brandon Mills

Members of the Public Present: 12

CALL TO ORDER

Mayor Pro Tempore Sheffield called the meeting to order at 7:00 p.m. on Thursday, November 14, 2024, at the River Bend Town Hall with a quorum present.

VOTE – Additions / Deletions of Agenda

Councilwoman Benton motioned to amend the agenda by adding Closed Session under NCGS§143-318.11(a)(3) after item 7, to consult with the town attorney. The motion carried unanimously.

VOTE – Approval of Agenda

Councilwoman Benton motioned to accept the agenda as amended. The motion carried unanimously.

Discussion –Update on Water Treatment Project

The Manager introduced Brandon Mills, Public Works Director, and he gave an update on the town's water treatment process. He stated that he has made some adjustments to how the water is treated. After a discussion between the Council, Brandon and the Town Manager it was decided to replace the Birm media at a cost of around \$60,000.

Councilman Weaver motioned authorize the Town Manager and Public Works Director to replace the media in the Water Treatment Plant. The motion carried unanimously.

VOTE – Designated Agent Resolution for BRIC Application

The Manager stated that the presented resolution is a requirement for the BRIC application.

Councilman Leonard motioned to adopt the resolution appointing the Town Manager as the designated agent for the BRIC application as presented. The motion carried unanimously. (see attached)

At this time the Town Manager gave an update on 4 grant applications that the town has either been awarded or is applying for.

Discussion – Speed Limit on Lakemere

The Manager stated that the River Bend Police Department had conducted a speed survey in the Lakemere area. Police Chief Joll stated that the survey includes recommendations for the Council to consider, including reducing the speed limit to 15 mph.

Councilman Leonard motioned to reduce the speed limit on Lakemere to 15 mph. The motion carried unanimously.

Discussion – Christmas Tree

Councilman Weaver presented the Council with a quote for a 14 ft artificial Christmas tree. He stated that this tree would benefit the town for many years to come and is easily assembled.

Councilman Weaver motioned approve the purchase of an artificial panel tree using funds from the Governing Body Department in the amount not to exceed \$9,000. The motion carried unanimously.

Discussion – Hazard Mitigation Plan Update

The Town Manager stated that the Hazard Mitigation Plan is updated every 5 years and is currently being updated.

REVIEW – Agenda for the November 21, 2024, Council Meeting

The Council reviewed the agenda for the November 21, 2024, Council Meeting.

CLOSED SESSION

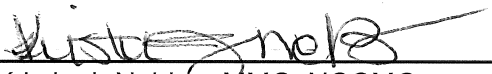
Councilman Leonard motioned to go into Closed Session under NCSG §143-318.11(a)(3) to consult with our attorney. The Council entered Closed Session at 8:24 p.m.

OPEN SESSION

Councilman Sheffield motioned to return to Open Session at 8:45 p.m. The motion carried unanimously.

ADJOURNMENT/RECESS

There being no further business, *Councilwoman Maurer moved to adjourn. The motion carried unanimously.* The meeting was adjourned at 8:45 p.m.



Kristie J. Nobles, MMC, NCCMC
Town Clerk

**RESOLUTION
 DESIGNATION OF APPLICANT'S AGENT
 North Carolina Division of Emergency Management**

Organization Name (thereafter 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):	N/A		
Applicant's Fiscal Year (FY) Start:	Month: July	Day: 01	
Applicant's Federal Employer's Identification Number:	56 - 1271141		
Applicant's Federal Information Processing Standards (FIPS) Number:	3-704-9		
PRIMARY AGENT		SECONDARY AGENT	
Agent's Name	Delane Jackson	Agent's Name	Amanda Gilbert
Organization	Town of River Bend	Organization	Town of River Bend
Official Position	Town Manager	Official Position	Finance Director
Mailing Address	45 Shoreline Drive	Mailing Address	45 Shoreline Drive
City, State, Zip	New Bern, NC 28562	City, State, Zip	New Bern, NC 28562
Daytime Telephone	252-638-3870	Daytime Telephone	252-638-3870
Facsimile Number		Facsimile Number	
Pager or Cellular Number		Pager or Cellular Number	

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.

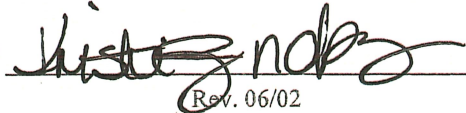
PASSED AND APPROVED this 14 day of November, 20 24

GOVERNING BODY		CERTIFYING OFFICIAL	
Name and Title	Morris T. Sheffield, Mayor Pro Tem	Name	Kristie J. Nobles
Name and Title		Official Position	Town Clerk
Name and Title		Daytime Telephone	252-638-3870

CERTIFICATION

I Kristie J. Nobles, (name) duly appointed and Town of River Bend Council (title) of the Governing Body, do hereby certify that the above is true and correct copy of a resolution passes and approved by the Governing Body of (organization) on the 14 day of November, 20 24

Date: 11/14/2024

Signature: 
 Rev. 06/02



APPLICANT ASSURANCES

The applicant hereby assures and certifies that it will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-703f). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his/her knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314 PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards, and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.