

**River Bend Town Council
Regular Meeting Minutes
March 20, 2025
Town Hall
7:00 p.m.**

Present Council Members: Mayor Mark Bledsoe
Buddy Sheffield
Lisa Benton
Brian Leonard
Kathy Noonan
Jeff Weaver

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

Members of the Public Present: 7

CALL TO ORDER

Mayor Bledsoe called the meeting to order at 7:00 p.m. on Thursday, March 20, 2025, at the River Bend Town Hall with a quorum present.

VOTE – Agenda - Addition / Deletion

Councilman Weaver motioned to amend the agenda by adding Designation of Applicant's Agent as item 11C. The motion carried unanimously.

VOTE – Approval of Agenda

Councilman Weaver motioned to accept the agenda as amended. The motion carried unanimously.

PUBLIC COMMENTS

No Public Comments

CONSENT AGENDA

The Mayor presented the Council with the Consent Agenda. *Councilwoman Benton moved to approve the Consent Agenda as presented. The motion carried unanimously.* Within this motion, the following items were approved:

- A. Approve:
*Minutes of February 13, 2025 Work Council Meeting
Minutes of February 25, 2025 Special Council Meeting
Minutes of March 11, 2025 Special Council Meeting*

TOWN MANAGER'S REPORT

The Manager gave the following updates:

- The bid opening for WWTP Enhancements, Phase 1 is April 3 at 2:00. He stated this is the third time soliciting bids.
- The Pickleball bid proposal has been re-bid after not receiving any bids at the first bid opening.
- The Town has received official notification of the \$3.5 million grant and the \$7 million loan offer for the town's water and sewer projects.

- The BIRM media replacement project should be completed within one week. There were issues with rental equipment that prevented it from being completed sooner.
- The Town has received the digital sign trailer, and it is set up at the entrance of Town Hall as a demonstration.
- The Town will have an intern in the Finance Department over the summer that is funded by the Golden Leaf Foundation.

ADMINISTRATIVE REPORTS

PARKS & RECREATION – Councilman Weaver

Councilman Weaver provided the following report from the March meeting.

Bingo Night was a great success with 48 attendees, and all requested to repeat the event. The Easter Egg Hunt is scheduled for April 19 from 2-4 PM at the River Bend Country Club. In addition to the hunt, there will be crafts for the kids, face painting and a magician. The Board is planning several events in May to mark Mental Health Awareness Month including a Mother's Day Wellness Brunch on May 4, an outdoor Yoga class on May 10 and a 5k fun run later in the month. In June, the Board is planning to hold another Blood Drive and a Music in the Park event. He stated that all meetings are open to the public.

RIVER BEND COMMUNITY ORGANIC GARDEN

Councilman Weaver gave the following report from the March meeting:

Bingo Night was a great success with 48 attendees, and all requested to repeat the event. The Easter Egg Hunt is scheduled for April 19 from 2-4 PM at the River Bend Country Club. In addition to the hunt, there will be crafts for the kids, face painting and a magician. The Board is planning several events in May to mark Mental Health Awareness Month including a Mother's Day Wellness Brunch on May 4, an outdoor Yoga class on May 10 and a 5k fun run later in the month. In June, the Board is planning to hold another Blood Drive and a Music in the Park event.

CAC – Councilwoman Benton

Councilwoman Benton gave the following report from the March meeting:

CAC met on March 19 and discussed upcoming events, such as the Festive Awards, Arbor Day and a possible fall hayride. Their next meeting is May 21 at 4:00 pm at the Municipal Building.

At this time Mayor Bledsoe read the 2025 Arbor Day Proclamation. (see attached)

FINANCE – Councilman Leonard

Financial Report – Finance Director, Mandy Gilbert, presented the financial statement for the month of February to the Council. She stated the total of the Town's Cash and Investments as of February 28, 2025, were \$3,253,170 and Ad Valorem Tax Collections for FY24-25 were \$944,739 and Vehicle Ad Valorem Tax Collections were \$70,463.

Discussion – Water Supply Study Plan Resolution

The Manager stated that the Water Study Supply Plan was completed in September 2024 and that it was a fully funded grant project. He stated that he has requested the final reimbursement owed to the town for the project and was told that the presented resolution is the only remaining document needed to receive the reimbursement.

VOTE – Water Supply Study Plan Resolution

Councilman Leonard motioned to approve the Water Supply Study Resolution as presented. The motion carried unanimously. (see attached)

Discussion – Designation of Applicant’s Agent Resolution

The Manager stated that the Designation of Applicant’s Agent Resolution is required to apply for a grant for HGMP Funding.

VOTE – Designation of Applicant’s Agent Resolution

Councilman Leonard motioned to approve the Designation of Applicant’s Agent Resolution as presented. The motion carried unanimously. (see attached)

PUBLIC SAFETY – Councilwoman Noonan

Councilwoman Noonan stated that Community Watch met on Wednesday, February 26 at 6:00 p.m. at the Municipal Building and Luci Avery has resigned due to relocating. She stated they are in need of volunteers and the next meeting is June 18, 2025.

Discussion – Pamlico Sound Regional Hazard Mitigation Plan

The Manager stated that the 2025 Pamlico Sound Regional Hazard Mitigation Plan had been presented to the Council at a previous meeting and displayed a copy of the plan if the public wished to view it.

VOTE – Pamlico Sound Regional Hazard Mitigation Plan

Councilwoman Noonan motioned to approve the Pamlico Sound Regional Hazard Mitigation Plan Resolution as presented. The motion carried unanimously. (see attached)

MAYOR’S REPORT

The Mayor presented the following report.

As I come to the end of my first three months as Mayor, I want to take a moment to express my gratitude to everyone who has supported me during this transition into my new role. I deeply appreciate all the advice, suggestions, and encouragement I’ve received along the way.

While I’m on the topic of thanks, I would especially like to recognize our hard-working Public Works team for their quick and effective response during the recent snow and ice storms. During the ice storm, we not only faced a 12-hour power outage but also had numerous tree branches fall, some of which blocked our streets. Thanks to the dedication and swift actions of our Public Works department, all our streets were clear by mid-morning, even before the ice had fully melted. They’ve done an outstanding job, and I want to take this opportunity to applaud their efforts.

Currently, our Public Works team is working on an important and labor-intensive project—replacing the Birm water filter media to improve the quality of our drinking water here in the Town of River Bend. This project is crucial for our community’s well-being, and I’m grateful for their continued hard work.

As mentioned, Arbor Day is this week, and we’ll be dedicating a tree on Saturday morning. I hope to see you there, even as I fumble through my Arbor Day speech!

Thank you all for being here tonight, and may God bless you in all your endeavors.

CLOSED SESSION

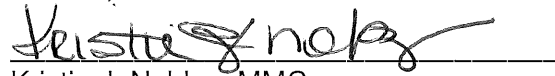
Councilman Sheffield motioned to go into Closed Session under NCSG §143-318.11(a)(3) to consult with our attorney. The Council entered Closed Session at 7:32 p.m.

OPEN SESSION

Councilman Sheffield motioned to return to Open Session at 8:28 p.m. The motion carried unanimously.

ADJOURNMENT

There being no further business, *Councilman Sheffield* moved to adjourn. *The motion carried unanimously.* The meeting adjourned at 8:29 p.m.



Kristie J. Nobles, MMC
Town Clerk



TOWN OF RIVER BEND

River Bend Town Council
Regular Session Minutes
March 20, 2025

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870
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www.riverbendnc.org

PROCLAMATION FOR ARBOR DAY

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

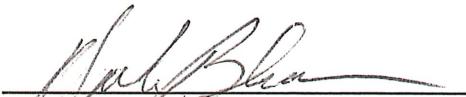
WHEREAS, trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Mark Bledsoe, Mayor of the Town of River Bend, do hereby proclaim March 21, 2025 as Arbor Day in the Town of River Bend, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

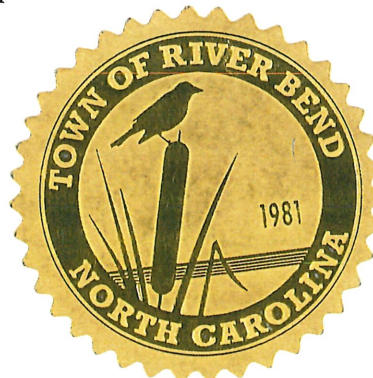
HEREUNTO, I set my hand and cause the Seal of the Town of River Bend to be affixed this 20th day of March, 2025.


Mark Bledsoe
Mayor

Attest:



Kristie J. Nobles, MMC, NCCMC
Town Clerk




RESOLUTION BY THE TOWN COUNCIL OF RIVER BEND, NORTH CAROLINA
Adopting the Town of River Bend's Water Supply Study

-
- WHEREAS, The Town of River Bend has made a comprehensive effort to evaluate potential water supply and treatment options to determine the most secure and cost-effective alternative to serve the Town for the future, and
- WHEREAS, The applicable information and evaluation has been compiled into a single document entitled "Water Supply Study for Town of River Bend, North Carolina" dated September 27, 2024, and
- WHEREAS, The Water Supply Study was presented to the Town Council of River Bend during the regular Council meeting held on March 20, 2025 for Council members' review, comment and adoption.

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

That the Water Supply Study for the Town of River Bend, North Carolina is hereby adopted this date by the Town Council of the Town of River Bend.

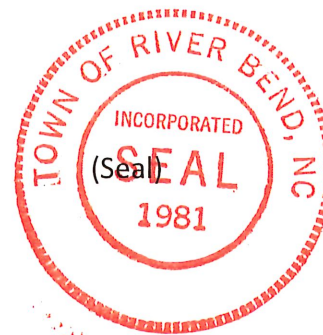
ADOPTED, this the 20th day of March, 2025 at River Bend, North Carolina.



Mark Bledsoe, Mayor



Kristie J. Nobles, NCCMC, MMC, 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: 4827- Helene
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: 1	
Applicant's Federal Employer's Identification Number 56 - 1291141	
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

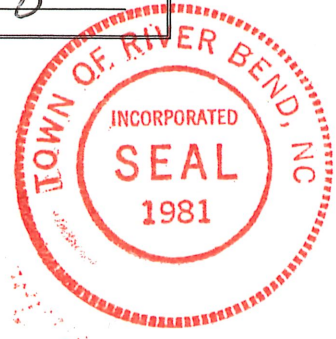
BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization 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 20th day of March, 2025.

GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title Mark Bledsoe, Mayor	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 Clerk (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 River Bend (Organization) on the 20th day of March, 2025.

Date: March 20, 2025 Signature: 



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 101-17-7031). 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.

TOWN OF RIVER BEND

RESOLUTION ADOPTING THE PAMLICO SOUND REGIONAL HAZARD MITIGATION PLAN

WHEREAS, the Town of River Bend is vulnerable to an array of natural hazards that can cause loss of life and damages to public and private property; and

WHEREAS, the County and participating municipal jurisdictions desire to seek ways to mitigate situations that may aggravate such circumstances; and

WHEREAS, the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from hazard hazards; and

WHEREAS, it is the intent of the River Bend Town Council to protect its citizens and property from the effects of natural hazards by preparing and maintaining a local hazard mitigation plan; and

WHEREAS, it is also the intent of the River Bend Town Council to fulfill its obligation under North Carolina General Statutes, Chapter 166A: North Carolina Emergency Management Act and Section 322: Mitigation Planning of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to remain eligible to receive state and federal assistance in the event that a declared disaster affecting River Bend; and

WHEREAS, the Town of River Bend actively participated in the planning process of the Pamlico Sound Regional Hazard Mitigation Plan and has prepared a regional hazard mitigation plan with input from the appropriate local and state officials; and

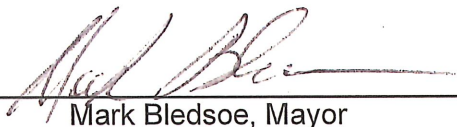
WHEREAS, the North Carolina Division of Emergency Management is reviewing the Pamlico Sound Regional Hazard Mitigation Plan for legislative compliance and the plan can only be approved after completion of local adoption procedures;

NOW, THEREFORE, be it resolved that the Town Council of River Bend hereby:

1. Adopts the Pamlico Sound Regional Hazard Mitigation Plan; and
2. Vests the Town Manager with the responsibility, authority, and the means to:
 - (a) Inform all concerned parties of this action.
 - (b) Cooperate with Federal, State and local agencies and private firms which undertake to study, survey, map, and identify floodplain or flood-related erosion areas, and cooperate with neighboring communities with respect to management of adjoining floodplain and/or flood-related erosion areas in order to prevent aggravation of existing hazards.

3. Appoints the Town Manager to assure that, in cooperation with the other participating jurisdictions, the Hazard Mitigation Plan is reviewed annually and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the River Bend Town Council for consideration.
4. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the 2025 Pamlico Sound Regional Hazard Mitigation Plan.

Adopted this 20th day of March, 2025.



Mark Bledsoe, Mayor



Kristie J. Nobles, NCCMC, MMC, Town Clerk

