

Town of Hertford
Work Session Meeting
Monday, February 23, 2026 – 6:00 PM
Horace Reid Community Center, 305 W Grubb Street

The Council of the Town of Hertford held a Regular Session Meeting at the Horace Reid Community Center on Monday, February 23, 2026, at 6:00 PM

COUNCIL MEMBERS PRESENT

Ashley Hodges, Mayor
Connie Brothers
Keith Rouse

Connie Brothers, Mayor Pro Tem
Sara Winslow
Evan Copeland

STAFF PRESENT

Doris Walton, Town Manager
Gina Durante, Town Clerk
Ashley Eure, Finance Director

A quorum was present.

CALL TO ORDER

Mayor Hodges called the meeting to order at 6:03 p.m.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by Councilman Rouse, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Councilwoman Winslow made a motion to approve the agenda with the following addition: New Business, 7d) Approve Contract with TA Stokely for Surveying Services for the Town's Spray Field, Parcels 3-0039-005A, 3-0039-055, and 3-0039-0056. Mayor Pro Tem Brothers seconded, and it passed unanimously, 5-0.

CONSENT AGENDA

None

SCHEDULED APPOINTMENT

Cassie Wilson of Martin Starnes & Associates, CPAs, P.A. presented our audit remotely. We had a clean audit report. There were two performance indicators common with data input report and the Water and Sewer capital assets related to life and value depreciated over time. Ms. Wilson will work with our Finance Director to respond to those and get all that submitted to LGC for their review.
(Updated presentation included)

CONTINUED BUSINESS

a) **Approval of Text Amendment to Include Fabricated Metals in Zone C-6 by Right**

At our January 26th Work Session, Council approved the text amendment to add fabricated metal product as a permitted use in C-6 district by right. We needed to run the amendment for two weeks in the newspaper and that has been done. Now we need to vote to re-approve the text amendment.

A motion to re-approve the text amendment to include fabricated metals in Zone C-6 by right was made by Mayor Pro Tem Brothers. Councilman Copeland seconded her motion, and it carried, 5-0.

b) **Harbor Towns \$2M Funding Update**

Manager Walton spoke with Rick Blackweilder from NC House of Representatives member Ed Goodwin's office. Mr. Blackweilder confirmed to Manager Walton that the funds awarded to Harbor Town and designated for Hertford are still there for us but must be encumbered by June 30, 2026. She also spoke with the engineering firm handling our work and they stated that the design and scope of work for the docks is 80% complete, and the project is scheduled to go out to bid in March. Manager Walton has scheduled a formal presentation for Council during our March 23rd Work Session. The presentation will include drawings, schedule of expenditures to date, and projected spending of funds to be encumbered for the project. Work will be delayed as the moratorium period is June 30 - September 30 for fish spawning and no work can be done at the river.

NEW BUSINESS

a) **Approval of Powell Bill Funds for Street Paving**

Manager Walton explained that our Powell Bill Fund has grown to allow for the paving of Town-owned streets. She is recommending full milling and repaving for the following streets: King between Edenton Road Street and East Railroad, Cox between Edenton Road Street and East Railroad, East Railroad, Willow, Front, and Pennsylvania. These streets have undergone work with the new waterlines but are not included in Phase 2 of the current waterline project. She received three bids for the full milling and paving and is recommending that the Town approve the contract with Barnhill Contracting Company. We received a quote from them for \$199,181.00. Mayor Hodges noted that the Town used Barnhill in the past and they did a great job.

A motion and a second were made by Mayor Pro Tem Brothers and Councilman Copeland to approve the use of Powell Bill Funds for milling and paving the noted streets. Council approved the motion, 5-0.

b) TDA Board Appointment – 2-Year Appointment

Former Town Councilman Jerry Mimplitsch has served as the Town Council’s appointed representative, but his term expired at the end of December 2025. Manager Walton advised Council that a new appointee as TDA Representative is needed to fill the vacancy. Councilwoman Winslow expressed interest in serving.

A motion to appoint Councilwoman Winslow as the Tourism Development Authority representative was made by Mayor Pro Tem Brothers and seconded by Councilman Copeland, and the motion passed, 5-0.

c) Budget Amendment

FY26-13: Move funds from Powell Bill revenue line to the expenditure line to cover cost to repave several streets in Town after the waterline work is complete.

Increase Powell Bill Revenue	20-4280	\$199,181.00
Increase Powell Bill Expenditure	20-5740-521	\$199,181.00

A motion to approve Budget Amendment FY26-13 was made by Councilman Rouse and seconded by Councilman Copeland. The motion carried, 5-0.

d) Approve Contract with TA Stokely for Survey Services for the Town’s Spray Field – Parcels 3-0039-0055A, 3-0039-0055, and 3-0039-0056

We need to have a piece of Town-owned land, the spray field, surveyed. There is confusion with the legal description of that piece of property that belongs to the Town. We have engaged with TA Stokely to do that survey for us so we can have the parcel laid out then we can convey a piece of that property with the proper legal description that was sold to someone.

A motion and second were made by Councilman Copeland and Mayor Pro Tem Brothers to approve the contract with TA Stokely to survey the Town’s spray field. Council approved unanimously.

MANAGER’S UPDATE

On February 25th, at 6 PM, at the Rec Center, Robin Payne will be reviewing the survey of the Perquimans County Comprehensive Recreation Plan. The County initiated this study as their previous plan needed to be updated. This updated plan is very important to the Town because it makes us more viable in receiving grant dollars.

Manager Walton invited Council to tour the Hertford State Theatre on February 27th at 1 PM. Our architect, Jacob Combee of Archsmith Studio, will be there to answer

questions and explain the process. One of our contractors will also be on site to explain the project. Manager Walton then showed a promotional video about the theatre.

Lastly, Manager Walton shared that she found a grant that we will be applying for to construct the wall separating the back piece of the State Theatre from the old hardware store. The project is estimated to cost under \$10K.

COUNCIL REPORTS/CONCERNS

Councilman Rouse gave a shout out to the Town's youth and Hertford Grammar School and their teachers. He attended at least three Black History Celebrations. They have been very educational to the kids and him. There will be two more celebrations this week, tomorrow and Thursday.

Councilman Copeland thanked the Town for the opportunity to attend the training course and professional development in Rocky Mount along with Mayor Pro Tem Brothers and Councilwoman Winslow. He reminded all that early voting is open and thanked the poll workers.

Councilwoman Winslow thanked Manager Walton and her staff for the annual retreat last Saturday. February 25th is World CPR Day. There are numerous training locations around Town, including Perquimans County Courthouse (11 AM – 1 PM), SECU (8:30 AM – 5:30 PM), Tommy's Pizza (4 PM – 6PM). Councilwoman Winslow noted that with all the weather we have been having, there are clogged drains at Covent Garden and Market, and Grubb Street at Church and Front.

Mayor Pro Tem Brothers also thanked Manager Walton and her staff for the informative retreat. She is excited about what is going to take place in Hertford and that it takes everyone in the community to move Hertford forward. She is very excited about the Theatre. She reminded everyone to stay safe in the cold weather and to check on their neighbors.

Mayor Hodges thanked Manager Walton and her staff that attended the retreat on Saturday and expressed his gratitude to them for giving up their Saturday. He spoke of the high-quality and competent staff the Town employs. Mayor Hodges shared that he received a phone call about budget billing where the customer pays an average fixed amount of their annual usage each month. Finance Director Ashley Eure said that with the billing software we converted to a couple of years ago that feature doesn't work properly, and with our previous software package, there were only a handful of customers using budget billing. Manager Walton explained to Council that the billing has been changed to accommodate and help customers pay their utility bill. We have increased the number of days to customers have to pay their bill between when bills are issued and the due date to 25 days. We were able to do away with billing extensions,

which were limited to three per year, with the increase in days between billing and payment due. Payments are also not due until the latter part of the month to accommodate customers' income schedules. Cut-offs will not happen when the temperature is below 32 degrees or on weekends. Council and Manager Walton discussed the disadvantages of the budget billing, one being the possibility of a large balloon payment due and either the Town having to absorb an unpaid bill, or a hardship on the customer paying that amount. A customer on budget billing would be paying a higher amount during low usage months to build a monetary surplus in their utility account to offset high usage months.

Mayor Pro Tem Brothers asked for an update on Captain Bob's. Manager Walton stated they are getting water and sewer lines at the old Planters Ridge deli/market and are still moving forward. It will take time to outfit that building with a full commercial kitchen.

ANNOUNCEMENTS

ADJOURNMENT

A motion and a second were made by Councilwoman Winslow and Mayor Pro Tem Brothers to adjourn the meeting. The motion to adjourn was approved 5-0.

The meeting was adjourned at 7:33 PM.