

Town of Hertford
Regular Session Meeting & Public Hearings (In Person/Facebook)
Monday, April 8, 2024 – 6:00PM
Horace Reid Community Center, 305 W Grubb Street

The Council of the Town of Hertford held a Regular Session Meeting and two Public Hearings at the Horace Reid Community Center (also by Facebook) on Monday, April 8, 2024, at 6:00 PM.

COUNCIL MEMBERS PRESENT

Ashley Hodges, Mayor
Connie Brothers
Rhonda Waters
Sandra Anderson, Mayor Pro Tem
Keith Rouse

STAFF PRESENT

Janice McKenzie Cole, Town Manager
Doris Walton, Assistant Town Manager
Ashley Eure, Finance Director
Gina Durante, Town Clerk
Johny Hallow III, Attorney

A quorum was present.

CALL TO ORDER

Mayor Hodges called the meeting to order.

INVOCATION & PLEDGE OF ALLEGIANCE

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

PUBLIC HEARINGS

- 1. Abandonment of Punch Alley** – Manager Cole explained this is a Public Hearing for the abandonment of Punch Alley from North Front Street to the River. In February, Council voted on a Resolution of their intent to close that section of Punch Alley from North Front Street to the River. That section has never been an open street. The neighbors on either side of that section approached the Town asking that the section be abandoned and turned over to them. Town does not maintain that section and those homeowners have for many years. The Town has posted and advertised their intent to close that section of Punch Alley for four consecutive weeks with the Public Hearing date indicated as tonight. Mrs. Niger, one of the neighbors adjacent to that section, is in attendance.

Mayor Hodges invited the public to speak before Council makes their decision later in the meeting.

Mary Corprew expressed concern that the Town would just abandon and turn over valuable riverfront property to the adjacent residents and not sell it to the homeowners. Ms. Corprew is concerned that the Town is giving up an opportunity to make revenue.

Sara Winslow stated that she endorses and supports the Town abandoning this apportion of Punch Alley. She is aware that the adjacent neighbors have maintained the property for over sixty years, the Town has not maintained it. Ms. Winslow said it is not a large piece of property that either homeowner will acquire.

Ms. Corprew asked how wide the property is and Mayor Hodges replied that it is 20 feet. Manager Cole stated it is narrow and that the Town has followed statute requirements. Mayor Hodges added that Council can have more conversation when we reach this item on the agenda.

Public Hearing closed at 6:14 PM.

2. **CDBG-I Grant** – Manager Cole stated that this grant is for the rehabilitation of our wastewater treatment plant so we will no longer receive notices of violations relating to the malfunctioning. The priority of this project is to return the wastewater plant back to its original design function, rehabilitate and replace electrical components and treatment units, and address issues that are violations. Last year we had to abandon our application for this because our SCADA system was not operational in the last year. It is now up and running so we are eligible to apply.

Mayor Hodges invited the public to speak. There were no speakers.

Public Hearing ended at 6:17 PM.

APPROVAL OF AGENDA

A motion and a second were made by Councilwoman Waters and Mayor Pro Tem Anderson to approve the agenda as presented. The motion passed unanimously, 5-0.

CONSENT AGENDA

Mayor Pro Tem Anderson motioned to approve the Consent Agenda consisting of:

- a) The minutes from March 2, 2024, Town Council Retreat, March 11, 2024, Regular Session and March 25, 2024, Work Session

Councilwoman Waters seconded the motion and it passed, 5-0.

CITIZEN CONCERNS

Earnell Brown – Ms. Brown thanked Council for their support of the Seeds of Success and allowing the youth of Hertford to participate in the painting of the mural on the side of the Community Center. This mural is being painted in association with a Perquimans Art League grant and a supplemental donation from the Hertford Rotary Club. Ms. Brown stated the mission of SOS and the project goal. The project leader for the mural is Mr. O’Neal Pullie, the first African American Art Teacher in Pasquotank County. Three murals were designed, and one was selected for approval. May 18-25 will be the painting of the mural. June 15 will be the reveal and the kids will be photographed in front of it. June 30 is the scheduled deadline. She acknowledged the following sponsors: The Town of Hertford, Perquimans Art League and NC Arts Council, and the Hertford Rotary Club. Ms. Brown requested that the week prior to the painting of the mural that the building be power washed, and the grounds treated for red ants. They will need the use of scaffolding and a projector. She shared that the Carolina Moon Theater has approached SOS regarding a performing art camp in June. Ms. Brown closed by thanking Council again for allowing SOS to paint the mural on the side of the building.

CONTINUED BUSINESS

- a) Quarterly Report and Presentation of Budget requests by Sheriff’s Office –** Sheriff Shelby White of the Perquimans County Sheriff’s Office presented the Quarterly Report for the Town of Hertford for the first quarter of 2024. (Attached)

Sheriff White presented the FY2024-2025 Budget requests for the Sheriff’s Office, including two deputy positions, a car, equipment, and cameras for the Town.

Sheriff White explained requests, answered questions, and discussed them with Council and Manager Cole. Mayor Hodges thanked Sheriff White for his presentation and thanked the Sheriff’s Office for their service.

- b) Presentation of Budget requests for Admin Division –** Manager Cole and Finance Director Ashley Eure presented FY2024-2025 Budget requests for the Town, including:

- 1. Governing Board / Manager Cole
- 2. Administration / Director Eure
- 3. Planning / Manager Cole
- 4. Cemetery / Director Eure
- 5. DMV / Director Eure & Manager Cole
- 6. Mainstreet / Manager Cole
- 7. Solid Waste / Director Eure

Manager Cole and Director Eure explained requests, answered questions, and discussed them with Council. Mayor Hodges expressed his gratitude for their presentation.

NEW BUSINESS

- a) **Resolution regarding authorization of filing CDBG-I Program Grant –** Manager Cole explained that this resolution is matched to one of the Public Hearings we just held. We are requesting Council's permission to file it and officially sign papers that we will comply with all federal and state regulations. Mayor Hodges asked for discussion or comments from Council. There were none so he asked for a motion on the resolution.

A motion was made by Councilwoman Waters to approve Resolution FY24-14 to apply for the CDBG-I. It was seconded by Councilwoman Brothers and passed, 5-0.

- b) **Resolution regarding Abandonment of section of Punch Alley –** Manager Cole stated that she is not asking Council to vote on the resolution because we want the resolution to include information on how it is divided after the adjacent neighbors taking over that section have it surveyed. The Town has followed NC General Statute §160A-299 which allows the Town to close the section of Punch Alley. If Council decides that it is in the best interest to abandon that 20' section to the neighboring properties, the owners will have it surveyed to decide the division.

Councilwoman Brothers made a motion directing Manager Cole to draw up a resolution to close the section of Punch Alley. Mayor Pro Tem Anderson seconded her motion and it carried, 5-0.

- c) **Consideration of Hot Block Party Event sponsored by the Sheriff's Office and Ordinance for road closure –** Sheriff White informed Council that the Sheriff's Office would like to host a block party for the middle and high school students on June 7, 2024. They are planning food, activities, and games. The Sheriff's Office is requesting that Church Street, between Grubb Street and Market Street, be closed 4:40 PM – 9:30 PM for the event including set-up and clean-up.

Councilman Rouse made a motion to approve the road closure for the Hot Block Party and Councilwoman Brothers seconded. The motion passed unanimously.

- d) **Plan for dock improvements –** Manager Cole reminded Council that Hertford, and each of the Harbor Town locations, is getting \$2 million for dock improvements. A consultant has indicated what work needs to be done at the docks behind the Municipal Building. It is wide enough, but we will replace the decking and add handrails with banisters. No floating dock is needed. We are having an engineer design an ingress and egress for the S-bridge truss that will be compliant and attractive. If there are funds remaining, we may work on the

docks at Missing Mills Park. Manager Cole would like to move forward and put out an RFQ and task orders for the other projects and know how the Town will be using that \$2 million.

Councilwoman Brothers made a motion approving Manager Cole to move forward to acquire our funds (\$2 million). The motion was seconded by Councilman Rouse and passed, 5-0.

e) Budget Amendments

1. **FY24-13 REVISED** – Stating the account numbers as part of Budget Amendment FY24-13 approved October 9, 2023, for the use of ARP funds for the purchase of the fire truck.

Councilwoman Waters made a motion to approve Budget Amendment FY24-13 REVISED and Mayor Pro Tem Anderson seconded. The motion passed unanimously.

2. **FY24-25 REVISED** – Stating the account numbers as part of Budget Amendment FY24-25 approved March 25, 2024, for the use of ARP funds to enclose the outbuilding at Public Works/Sewer Plant for the Vac truck.

A motion was made by Mayor Pro Tem Anderson to approve Budget Amendment FY24-25 REVISED. Councilwoman Brothers seconded the motion and it carried, 5-0.

3. **FY24-26** – To balance lines within the Administration (\$5,200.00) and Fire Department (\$400.00). To move money out of Water Contingencies and into Water Supplies and Uniforms to balance lines within the department (\$1,313.00).

Councilman Rouse motioned to approve Budget Amendment FY24-26. Councilwoman Waters seconded and the motion passed, 5-0.

4. **FY24-27** – To balance lines in Water and DMV departments (\$3,350.00; \$4,000.00; \$10,632.00). Correct error made in Streets during software conversion.

A motion and a second were made by Councilwoman Waters and Mayor Pro Tem Anderson to approve Budget Amendment FY24-27. The motion carried, 5-0.

5. **FY24-28** – Moved money to Professional Services to fund both the Historic African American District Study (\$2,000.00) and Eye Candy Digital Video (\$2,000.00)

A motion and a second were made by Councilwoman Brothers and Councilwoman Waters to approve Budget Amendment FY24-28. The motion carried, 5-0.

6. **FY24-29** – Move funds from Rental to Travel in Planning & Development (\$500.00) for the National Main Street Conference Registration.

Mayor Pro Tem Anderson motioned to approve Budget Amendment FY24-29. Councilman Rouse seconded, and the motion passed unanimously.

MANAGER'S UPDATE

Manager Cole shared that the mural is being painted on the side of the Gunther Law Building. This mural and the dragon fly sculpture in front of the Chamber of Commerce were funded through the Electricities Grant. Another mural will be painted at Missing Mills Park. Manager Cole also announced that Hertford received a Golden Leaf Grant for about \$600K that will be used at the King Street culvert by the cemetery to manage the flooding.

COUNCIL REPORTS/CONCERNS

Councilwoman Waters had no report but asked Manager Cole about the streetscape connecting the docks at the Hertford Marina to Church Street. Manager Cole replied that it is being worked on and Allyson Platt recently received the engineering report.

Councilwoman Brothers announced that June 15th will be the Juneteenth Celebration at Central Park. There will be the North Carolina Association of Storytellers, a DJ, and activities. August 17th will be the First Responders Appreciation Day.

Councilwoman Rouse said that the meeting scheduled on April 6th for sharing ideas about a youth program was only attended by five people and they had a productive conversation. He is holding another meeting on April 27th at Missing Mills Park at 12:00 PM. Councilman Rouse said there will be food served and encouraged people and the youth to attend. He is not only trying to establish a place where the young can hang out but also get them involved in opportunities, prepare them for work, and train them in life skills.

Mayor Pro Tem Anderson had no report.

Mayor Hodges thanked Councilman Rouse for talking about the youth opportunities. He mentioned that Perquimans County High School announced a new program, the Teen and Young Professionals Mentoring Leadership Council. Mayor Hodges and Councilman Rouse have talked to school officials and a representative from

Congressman Davis's office about this type of program and Congressman Davis's office formed the first congressional district's Teen and Young Professional Leadership Council. This program will support and cultivate young leaders in Eastern North Carolina. Students will learn the inner workings of the legislative process. Mayor Hodges asked that this information be shared as it is open to all counties in the district. He shared that they broke ground on the new Public Works Building. He also recognized Public Works for all the repair and maintenance they are doing around Town. Mayor Hodges thanked Manager Cole and her staff for going after the Golden Leaf Grant. He and Councilman Rouse were invited by the County for a tour of Marine Industrial Park with Senator Ted Budd. Chairman Nelson, Commissioner Woodard, and Manager Heath shared their vision, how the project has progressed, and the goal of creating jobs in Hertford and Perquimans County.

ANNOUNCEMENTS

None

ADJOURNMENT

Councilwoman Waters motioned to adjourn the meeting. Councilman Rouse seconded the motion, and it passed, 5-0.

The meeting was adjourned at 7:56 PM.



PERQUIMANS COUNTY SHERIFF'S OFFICE
SHERIFF SHELBY WHITE

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April 2, 2024

Quarterly Report for town of Hertford
1-1-2024 through 3-31-2024

- 1321 service calls
- Excludes: 37 Animal Control calls
87 Paper service
108 Returned phone calls (some are county associated)
44 magistrate request
22 ballgame security
- 745 Security Checks and escorts included with service calls
- 12 domestics
- 13 shots fired calls
- Currently have 2 positions open
- More escorts and security checks being requested
- This quarter Hertford call volume was 40% of the total county call volume