

Town of Hertford
Regular Session Meeting
Monday, April 13, 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, April 13, 2026, at 6:00 PM.

COUNCIL MEMBERS PRESENT

Ashley Hodges, Mayor
Sara Winslow
Evan Copeland
Connie Brothers, Mayor Pro Tem
Keith Rouse

STAFF PRESENT

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

A quorum was present.

CALL TO ORDER

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

INVOCATION AND 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 change, under New Business change item 7d Budget to item 7e and add 7d Tapestry Contract. Councilman Rouse seconded the motion, and it carried, 5-0.

CONSENT AGENDA

A motion to approve the Consent Agenda consisting of 1) March 9, 2026 Regular Session & Legislative Hearing Minutes; 2) March 23, 2026 Work Session Minutes was made by Mayor Pro Tem Brothers. Councilman Copeland seconded, and the motion passed, 5-0.

CITIZENS CONCERNS

Mark Christian expressed concern on behalf of other residents about potholes in the streets and the possible damage cars could incur. He then led the meeting attendees in a prayer.

CONTINUED BUSINESS

None

NEW BUSINESS

a) Approval to Open an Account with NCCMT for Powell Bill Funds

Manager Walton stated that she met with the representative from North Carolina Capital Management Trust regarding the Town's investment account with them. She was informed that the Town could put our Powell Bill funds into an account, and those funds would accrue interest.

Councilwoman Winslow motioned to authorize the Town Manager to invest the Powell Bill funds in an account with NCCMT. Her motion was seconded by Mayor Pro Tem Brothers, and it passed, 5-0.

b) Budget Amendments

FY26-17 – Replace both units in the Administration building and one unit in the DMV building.

Administration Building Maintenance	10-5210-522	\$31,300.00
Appropriation from Fund Balance	10-4999	\$31,300.00

Councilman Copeland made a motion to approve Budget Amendment FY26-17. Councilman Rouse seconded, and the motion carried, 5-0.

FY26-20 – Replacement of air conditioning unit at the wastewater building.

Decrease Sewer Treatment Contingencies	51-5870-577	\$6,800.00
Increase Sewer M/R Building	51-5870-522	\$6,800.00

Mayor Pro Tem Brothers made a motion to approve Budget Amendment FY26-20. Councilman Rouse seconded, and the motion carried, 5-0.

FY26-21 – We did not receive the revenue until October 2025 so this grant could not be closed in the audit. This budget amendment is moving funds to the correct line and closing the AIA merger grant, MRF-W-VUR-0005

Increase AIA Merger	49-5820-562	\$15,700.00
Increase AIA Merger REV	49-4610	\$15,700.00

Councilwoman Winslow made a motion to approve Budget Amendment FY26-16. Councilman Copeland seconded, and the motion carried, 5-0.

c) Memorial Day Street Closure

A motion and a second were made by Councilman Copeland and Councilman Rouse to approve the Memorial Day Ceremony Street Closure on Church Street between Grubb and Market Streets from 9:00 AM – 1:00 PM on Monday, May 25th, 2026.

d) Tapestry Contract

Manager Walton presented the contract from Tapestry to perform the feasibility study of the Hertford State Theatre. Work will begin in May, and it is projected to take 14 weeks to complete.

Councilman Copeland made a motion to approve the contract with Tapestry and Mayor Pro Tem Brothers seconded his motion. The motion carried, 5-0.

e) Budget Overview Considerations

Manager Walton, Finance Director Eure, Mayor Hodges, and Councilmembers engaged in discussions about the FY26-27 Budget for the Town. Items discussed included but were not limited to increase in rates for which the Town purchases electricity, sewer rate increases, presentation of outstanding loans the Town has, Winfall rate increases, COLA, removal of earmarks, code enforcement, Zoom, upcoming personnel changes.

Mayor Hodges called for a 5-minute recess at 7:24 PM. Following the recess Council continued above noted discussion topics.

Council will resume Budget discussions at the Work Session, April 27, 2026.

MANAGER'S UPDATE

Manger Walton stated that paving has begun. Punch Alley is completed, parts of Front Street are completed, West Covent Garden is completed, and parts of Pennsylvania Avenue. Not completed yet are King Street, Railroad Avenue, Mead Circle is in progress due to the pump station work that we have to have done, Cox Street will begin

tomorrow. Phase 2 waterline replacement will begin on the 500 block of Pennsylvania Avenue, Woodland Avenue between Grubb and Dobbs Streets, Front Street from Punch Alley to Newby, Gaither Street, and Wingfield Street. At the end of the week, EnviroTech will be laying asphalt on Whidbee. Some of our workers and contractors have experienced berating and cursing by a Hertford resident. Our Public Works Director politely asked the man not to speak that way in front of his children and then our director walked away very upset.

COUNCIL CONCERNS/REPORTS

Councilwoman Winslow stated that the Tourism Development Authority meets tomorrow night and will be reviewing a new job description for the vacant TDA Director position. It will no longer be a full-time position and will become a part-time job. She addressed the ordinance that is to make downtown business not appear abandoned, including glass windows being boarded up with plywood specifically at the old hardware store. Manager Walton will contact the owner of that store.

Mayor Pro Tem Brothers thanked Manager Walton and her staff for all their work. This Saturday, April 18, the Children's Festival will take place at the Perquimans County Recreation Center from 10 AM – 1 PM. Admission is free and there are activities for families.

Councilman Rouse shared that this past weekend a cookout was held at the Academy of Green on King Street. It was attended by kids, adults, and seniors and they served hot dogs, chips, sodas, and water. Food was also taken out to families at Wynn Fork. He hopes to see this event happen again, especially with school breaking for summer as some kids may need food.

Councilman Copeland wanted to give a shout out to all Town employees as they deserve to be treated respectfully. He stated that he lives on one of the roads that have been paved and it looks great, but there is loose gravel remaining and would like to see that cleaned up.

Mayor Pro Tem Brothers

Mayor Hodges expressed his appreciation to Manager Walton and Finance Director Eure for their work on the budget, budget discussions, and answering Council questions. He commented on the Town's great staff in the office and in the field. Mayor Hodges thanked Mayor Pro Tem Brothers for her attendance at the meeting tonight as she experienced physical pain. He thanked Council for their focus while going through the budget.

ANNOUNCEMENTS

None

ADJOURNMENT

A motion and a second were made by Councilman Copeland and Councilman Rouse to adjourn the meeting at 9:08 PM. The motion passed unanimously.