

Town of Hertford
Work Session Meeting & Public Hearing (In Person)
Monday, April 22, 2024 – 6:00PM
Horace Reid Community Center, 305 W Grubb Street

The Council of the Town of Hertford held a Work Session Meeting and Public Hearing at the Horace Reid Community Center on Monday, April 22, 2024, at 6:00 PM.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

Connie Brothers

STAFF PRESENT

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

A quorum was present.

CALL TO ORDER

Mayor Hodges called the meeting to order.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by Mayor Pro Tem Anderson, followed by the Pledge of Allegiance.

PUBLIC HEARING

A Public Hearing was held to consider the rezoning of the Don Juan Property Parcel No. 3-0039-0005 from C-2 Commercial to R-8 Residential. Previously, John Anlauf of Anlauf Engineering had gone before the Planning and Zoning Board of Adjustments requesting to rezone that parcel from C-2 to R-6. The PZBOA did not make a recommendation, so the matter was turned over to Council to proceed. Council voted not to approve the rezoning request to R-6 in February after viewing other R-6 communities. Mr. Anlauf returned to the PZBOA requesting to rezone the parcel to R-8. The PZBOA made a recommendation for the rezoning from C-2 to R-8. Mr. Anlauf was present for the Public Hearing. Mayor Hodges opened the floor to public comment. The Public Hearing closed at 6:11 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, 4-0.

CONTINUED BUSINESS

Budget Discussion– Manager Cole stated that some of the information missing in last week’s budget presentation has been provided and she is revisiting that presentation with that information. There is a budget deficit in the Electric Fund and General Fund, and she is looking for direction from Council. Manager Cole, Town Council, Assistant Town Manager Walton, and Finance Director Eure discussed various scenarios to make up for that deficit. There was discussion of consumer increases in water and solid waste fees as the Town’s costs for those have increased. Town Council will hold a Special Call Meeting on Monday, April 29, 2024, at 6:00 PM to further discuss the FY24-25 Budget.

NEW BUSINESS

- a) **Rezoning of Don Juan Property** – Owners of the Don Juan property submitted a new zoning request to the Planning and Zoning Board of Adjustments requesting to change zoning from C-2 Commercial to R-8 Residential. The PZBOA recommends that Council approve the rezoning request.

Mayor Pro Tem Anderson made a motion that Town Council agrees that the Don Juan property owners provided a preliminary plan to rezone Parcel #3-0039-00050 from C-2 Commercial to R-8 Residential and such rezoning is consistent with the comprehensive plan ordinance for the Town of Hertford, and Town Council agrees with the consistency statement provided by the planner and Planning Board of Adjustments for their adoption of the zoning change. Councilwoman Waters seconded the motion and it passed unanimously, 4-0.

- b) **Resolutions Ordering Demolition of Unsafe Buildings** – Manager Cole presented Council with three Resolutions Ordering the Removal or Demolition of buildings deemed unsafe for human habitation and occupancy by the building inspector for the Town of Hertford.

Councilwoman Waters motioned to approve FY24-17 Resolution Ordering the Removal or Demolition of the Building Located at 302 S. Edenton Road, Hertford, NC. Mayor Pro Tem Anderson seconded the motion and it passed, 4-0.

Councilwoman Waters motioned to approve FY24-18 Resolution Ordering the Removal or Demolition of the Building Located at 307 Woodland Avenue, Hertford, NC. Councilman Rouse seconded the motion and it passed, 4-0.

Councilman Rouse motioned to approve FY24-19 Resolution Ordering the Removal or Demolition of the Building Located at 411 N Dobbs Street, Hertford, NC. Mayor Pro Tem Anderson seconded the motion and it passed, 4-0.

- c) **ABC Store Merger with County** – Manager Cole reminded Council that last year County Commissioners were requesting that the County be permitted to merge with the Town’s ABC Board to enable businesses in Perquimans County to sell liquor by the drink. The County’s attorney has prepared a very rough draft of an agreement. She explained to Council that as per this agreement, our ABC Board membership would expand from three (3) to five (5), with one (1) of those members being appointed by the County. The rough draft also includes that the Town would be guaranteed a fixed amount which we currently receive, and the profit above that amount would be split, 90% to the Town and 10% to the County. Council and Manager Cole discussed concerns and comments, and Council concurred that the Town move forward with negotiations with the County. Manager Cole noted that even if Council were to agree with the County’s request, it would still have to be on the ballot as a referendum in November.
- d) **Budget Amendments** – Manager Cole explained the three Budget Amendments for Council approval.

FY24-30: Moving pre-approved funds within the department to balance out line items.

DMV from Insurance to Pension (\$835)

Planning from PT Salary to 401K Planning (\$2,000)

Fire from Supplies to Insurance (\$460)

Water from Building to Rental (\$1,400)

Admin from Building to Fuel (\$500)

A motion and a second were made by Councilman Rouse and Councilwoman Waters to approve Budget Amendment FY24-30. It passed, 4-0.

FY24-31: Moving funds within Sewer Treatment to balance out line items.

Sewer Treatment from Contingencies to Insurance (\$8,400)

Mayor Pro Tem Anderson motioned to approve Budget amendment FY24-31.

Councilwoman Waters seconded the motion and it carried, 4-0.

FY24-32: Moving funds from the Powell Bill Revenue line to the Expenditure line to cover costs for repairing Market Street/Academy Street intersection and other streets in town.

Powell Bill from 20-4280 to 20-5740-521 (\$13,635.77)

A motion from Councilman Rouse to approve Budget Amendment FY24-32 and seconded by Mayor Pro Tem Anderson. The motion passed, 4-0.

- e) **Resolution to Accept Golden Leaf Grant** – Manager Cole presented Town Council with Resolution FY24-16 to accept the Golden Leaf Grant G-202412-08848 in the amount of \$650,600.00 for Jennie’s Gut Drainage Improvements.

Councilwoman Waters made a motion to accept the grant from Golden Leaf Foundation for \$650,600.00 for work on Jennie’s Gut Improvements. Mayor Pro Tem Anderson seconded, and it carried, 4-0.

MANAGER’S UPDATE

Manager Cole had no update.

COUNCIL REPORTS/CONCERNS

Councilman Rouse announced that on Saturday, April 27 at 12:00 PM, there will be a meeting for the youth group program at Missing Mills Park.

Councilwoman Waters had no report but shared that she was a passenger on the Harbor Town Cruises Ferry, Friday, April 19th, and it was very exciting! Councilwoman Waters also shared that the Harbor Town Cruises dinner paddle boat is officially in North Carolina waters on its journey from Florida.

Mayor Pro Tem Anderson mentioned the Albemarle Master Gardener Spring Garden Show will be held April 27th, 9:00 AM – 3:00 PM at the Perquimans County Park and Rec Department, 310 Granby Street.

Mayor Hodges stated that he met with Sheriff White regarding the Sheriff’s Department budget requests and the Town’s funding level limitations and the purchase of cameras. We will look to the Sheriff’s Department for guidance in placing the cameras in town. He noted that he, too, went on the Harbor Town Cruises Ferry and that it was very fun. The ferry required passage under the bridge arriving at our marina, and because no bridgetender is on sight, there was a 45+ minute delay in its arrival. He confirmed with Manager Cole that she will be meeting with NCDOT, County Manager Heath, EMS, and the Sheriff’s Department to discuss the bridgetender situation. Mayor Hodges will be attending the CityVision Program in Winston-Salem beginning Tuesday, April 23rd. He will provide feedback to Council regarding the program.

ANNOUNCEMENTS

Mayor Hodges read the announcements.

April 27	11:00 AM – 1:00 PM	Pig on the Perquimans at Camp Cale
May 11	10:00 AM – 2:00 PM	Perquimans Outdoors, an outdoorsman

Expo, at the Perquimans County Park and Rec Department, 310 Granby Street

May 11, 12, 18 Various times

Carolina Moon Theater is presenting the comedy play "Wage Warfare" (tickets available online)

CLOSED SESSION

Councilwoman Waters made a motion to go into Closed Session pursuant to NCGS §143-318.11 (a)(5)(i), to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. Mayor Pro Tem Anderson made a second and the motion passed unanimously.

Council went into Closed Session at 8:30 PM

RETURN TO OPEN SESSION

Council returned to Open Session at 9:13 PM.

Councilwoman Waters made a motion authorizing Manager Cole to bid up to \$100K on the following properties at the ZLS auction:

101 West Railroad Avenue

103 West Railroad Avenue

105 West Railroad Avenue

305 Woodland Avenue

307 Woodland Avenue

Mayor Pro Tem Anderson seconded the motion and it passed, 4-0.

ADJOURNMENT

Councilman Rouse and Mayor Pro Tem Anderson made a motion and a second to adjourn the meeting. the motion, and it carried, 4-0.

The meeting was adjourned at 9:15 PM.