

Town of Hertford
Regular Session Meeting (In Person/Facebook)
Monday, May 8, 2023 – 6:00PM
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 (also by Facebook) on Monday, May 8, 2023, at 6:00 PM.

COUNCIL MEMBERS PRESENT

Earnell Brown, Mayor
Jerry Mimlitsch
Connie Brothers

Ashley Hodges, Mayor Pro Tem
Sandra Anderson

STAFF PRESENT

Janice McKenzie Cole, Town Manager
Gina Durante, Town Clerk
John Leidy, Attorney

A quorum was present.

CALL TO ORDER

Mayor Brown called the meeting to order.

INVOCATION & PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

A motion was made by Councilwoman Brothers to approve the agenda. Mayor Pro Tem Hodges seconded the motion and it passed unanimously, 5-0.

CONSENT AGENDA

Councilman Mimlitsch made a motion to add the approval of the March 13, 2023, Special Call Meeting minutes and Councilwoman Anderson seconded. That motion passed 5-0. Councilman Mimlitsch then made a motion to approve the Consent Agenda and it was seconded by Councilwoman Brothers. It passed unanimously, 5-0.

INTRODUCTION OF NEW EMPLOYEE

Manager Cole introduced David Forsythe the new Public Services Director.

CITIZEN CONCERNS

Quentin Jackson spoke of an event where a council member entered his property and spoke to people doing work there. Mr. Jackson has unsuccessfully attempted to meet

with the Town Manager. He would like Council to respond to him regarding the incident at the property and would like to meet with the Town Manager.

CONTINUED BUSINESS

None

NEW BUSINESS

- **Black Mountain Software** – Manager Cole informed Council of the new municipal software designed by the League of Municipalities for small municipalities like Hertford. Its functions include finance, utilities, and payroll and would replace our current software. The League of Municipalities has a grant that will pay for the first three years of our usage. Manager Cole and the department heads have had several virtual meetings to understand how it operates and believe that it would be beneficial for the Town to switch to the Black Mountain Software.

Council discussed and Councilman Mimplitsch made a motion to approve the switch to the new software. Councilwoman Brothers seconded the motion. It passed unanimously 5-0.

- **NC Department of Justice EEG Grant** – Manager Cole noted that we currently have a grant application submitted with the EDA for the design and construction of the wall and boardwalk at the Riverfront Project. That grant is under review, and we do not know if it will be approved. This EEG grant could be a back-up for us in the event that the EDA grant doesn't get approved. The EEG grant application is due Friday, May 12th, 2023. Manager Cole has asked Allison Platt to write the grant application and Manager Cole is giving her information as requested for the EEG grant. If EDA grant and EEG grant are approved, the EEG grant could be used for additional costs the town may incur. If EDA grant is not approved and the EEG is approved, we would at least receive some funds.

Council discussed and Councilwoman Anderson made a motion for Manager Cole to pursue the EEG Grant. Councilman Mimplitsch seconded, and the motion passed unanimously, 5-0.

- **Juneteenth Celebration** – Councilwoman Brothers announced that the Juneteenth Freedom Celebration will be held Monday, June 19th, from 11:00 am to 4:00 pm. The event to commemorate Freedom Day will begin with a Freedom Walk from the monument across from the First Baptist Church to Central Park. Councilwoman Brothers presented Council with a packet of details/costs and is requesting \$800 to cover the balance of the events. The packet includes a copy of the vendor application (\$35 fee). Set-up will begin at 9:00 am and clean-up will be 4:00-5:30 pm. PAL has donated \$1200 which will cover the cost of the NC Association of Black Storytellers and African drummers. There will also be a

historical re-enactment, music provided by a DJ, food vendors, and other activities.

Council thanked Councilwoman Brothers for her efforts in putting the Juneteenth Celebration together and commented on its success last year and its importance. Mayor Pro Tem Hodges motioned to approve the event as presented. Councilman Mimplitsch seconded, and the motion was approved 5-0.

- **Disposal of Remaining Police Department Items** – Manager Cole informed Council that there are many items that previously belonged to the Hertford Police Department still in the administration building. She asked if they have a preference to sell on Gov.deals or donate to the College of the Albemarle Foundation for their use?

Council briefly discussed and Mayor Pro Tem Hodges made a motion to donate those items to the COA for the use of the BLET Program. Councilwoman Brothers seconded and the motion passed unanimously, 5-0.

Managers Update

- Manager Cole stated that the School of Government DFI program they have contracted with to study the spray field will be contacting us to start in the next two weeks.
- The Main Street Program will be in Hertford on Thursday to review our assessment with us. A Main Street Project Director, Trish Rand, has been hired and will be introduced at the next meeting.
- There will be fireworks in Hertford on July 2, 2023. Resident Tim Brinn is distributing fliers and soliciting donations. The Town of Winfall, Town of Hertford, Chamber of Commerce, and TDA have donated funds. The Town, CoC, and TDA are putting together other activities for that celebration. The event will start at 4:00 PM and fireworks on display around 9:00 PM. The event will take place at Missing Mills Park and Grubb Street will be closed between East and West Academy Streets.
- A few months ago, Sara Winslow brought water safety issues to the board. A resolution was created and presented to the Town Council, the County Commissioners, and finally to the Wildlife Commission. After conducting their study, the Wildlife Commission expanded the area Ms. Winslow recommended, and that ruling is now approved.
- Manager Cole has been told the Harbor Town boats are to be ready June 2. There will be introductory tours at reduced rates, and they have provided a schedule with pricing. Manager Cole will inform Harbor Town of the dates that Hertford would prefer to do our ribbon cutting ceremony the week of June 12th.

Harbor Town will provide signage to the towns that are part of the tour and contacted us to find out how many signs we want.

ANNOUNCEMENTS

Mayor Brown read the announcements.

COUNCIL REPORTS/CONCERNS

Mayor Brown acknowledged that Manager Cole was a keynote speaker in Williamston on May 2nd. Manager Cole spoke about Hertford being on the UAL (Unit Assistance List) and the progress Hertford has made in financial, organizational, and technical areas to get removed from the UAL. Mayor Brown, Mayor Pro Tem Hodges, and Councilwoman Anderson also attended. On Sunday at the Melton Grove Baptist Church, Mayor Brown presented former Hertford Town Manager Pam Hurdle with a Resolution from the North Carolina League of Municipalities for 23 years of service in the roles of town manager, executive assistant, and code enforcer. The church was full, and Ms. Hurdle received a standing ovation. On May 26th, there will be a ribbon cutting for a new business in town, Carolina Moon Insurance. May 20th will be Movie Night at Central Park at 8:00 PM. Bring your chairs and snacks for the screening of Soul.

Councilwoman Brothers previously reported on the Juneteenth Celebration and had nothing more to add.

Mayor Pro Tem Hodges commented positively on the presentation Manager Cole gave at the Williamston training. He gave a presentation to the Rotary Club regarding town updates.

Councilwoman Anderson announced that the Saturday Morning Live Market will begin in June. There are flyers and applications available around town. The first Saturday Morning Live market will be held on June 10th. On Friday, July 14th, there will be Santa Claus at the Friday Night Stroll in conjunction with the Christmas in July Saturday Morning Live Market on July 15th. There will be holiday themed activities on both Friday and Saturday. Vendors can rent space for \$15, but tents will not be provided.

Mayor Brown asked for a motion to go in to Closed Session pursuant to §143-318.11(3) to preserve attorney-client privilege. Councilman Mimplitsch made a motion to go into Closed Session and Councilwoman Brothers seconded. It passed unanimously, 5-0.

Council went into Closed Session at 6:46 PM

Council came out of Closed Session at 7:21 PM

Mayor Brown asked for a motion to adjourn. Councilman Mimplitsch made the motion and Councilwoman Anderson seconded the motion to adjourn. The motion passed 5-0.

The meeting was adjourned at 7:22 PM.