

Town of Hertford
Special Call Meeting (In Person/Facebook)
Thursday, June 29, 2023 – 6:00 PM
Horace Reid Community Center, 305 W Grubb Street

The Council of the Town of Hertford held a Special Call Meeting at the Horace Reid Community Center (also by Facebook) on Thursday, June 29, 2023, at 6:00 PM.

COUNCIL MEMBERS PRESENT

Earnell Brown, Mayor Sandra Anderson
Connie Brothers Jerry Mimplitsch

COUNCIL MEMBERS ABSENT

Ashley Hodges, Mayor Pro Tem

STAFF PRESENT

Janice McKenzie Cole, Town Manager
Gina Durante, Town Clerk

A quorum was present.

CALL TO ORDER

Mayor Brown called the meeting to order at 6:10 PM.

INVOCATION & PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

A motion was made by Councilwoman Brothers to approve the agenda. Councilwoman Anderson seconded the motion and it passed unanimously, 4-0.

NEW BUSINESS

- **Consideration of Grant Acceptance Resolutions** – Manager Cole explained that every time the Town receives or is offered something, in this case a grant, the Town Council must vote to accept it with a resolution. The Town has received four grants for which we have not completed resolutions. Manager Cole requested Council to review and vote on the four resolutions. The four grants are:
 1. Jennie’s Gut Drainage Feasibility Study
 2. Streamflow Rehabilitation Assistance Program (STRAP)

3. Golden Leaf
4. Rural Downtown Transformation Grant

- **Consideration of Capital Project Ordinances** – Manager Cole further explained that with each resolution to accept these grants, our finance department sets up a separate fund to track those funds associated to each specific grant. Town Council votes to approve these separate funds through an individual Capital Project Ordinance for each resolution. Manager Cole has presented Council with four corresponding Capital Project Ordinances to the four resolutions discussed.

Mayor Brown asked for a motion to accept the four (4) grant resolutions that were presented. Councilman Mimlitsch made a motion to approve, and Councilwoman Brothers seconded. The motion was approved unanimously, 4-0.

Mayor Brown then asked for a motion to accept the four (4) Capital Project Ordinances that were presented. Councilwoman Anderson made a motion to approve the ordinances, and Councilman Mimlitsch seconded. The motion was approved, 4-0.

- **Approval of the Town of Hertford Internal Controls** – Manager Cole presented Council with a Memorandum containing a document for Internal Controls. This document is a model given to us by the School of Government. Our current Council and Town office is already conducting business in the manner outlined in this document. Manager Cole suggested that because we have no documentation or written policy in place, that Council consider adopting this.

Mayor Brown asked for a motion to approve the Internal Controls policy. Councilwoman Brothers made a motion to approve the document as presented and Councilman Mimlitsch seconded. The motion passed, 4-0.

ADJOURNMENT

Councilman Mimlitsch made a motion to adjourn, and Councilman Mimlitsch Councilwoman Brothers seconded. The motion passed unanimously, 4-0

The meeting was adjourned at 6:28 PM.