

**Town of Hertford**  
Regular Session Meeting & Public Hearing (In Person)  
Monday, July 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 Public Hearing at the Horace Reid Community Center on Monday, July 8, 2024, at 6:00 PM.

**COUNCIL MEMBERS PRESENT**

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

**COUNCIL MEMBERS ABSENT**

Ashley Hodges, Mayor

**STAFF PRESENT**

Janice McKenzie Cole, Town Manager  
Doris Walton, Assistant Town Manager  
Johny Leidy, Attorney

A quorum was present.

**CALL TO ORDER**

Mayor Pro Tem Anderson called the meeting to order.

**INVOCATION & PLEDGE OF ALLEGIANCE**

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

**PUBLIC HEARING – District Uses**

Mayor Pro Tem Anderson opened the floor for public comment.  
There were no speakers present for the Public Hearing.

**APPROVAL OF AGENDA**

Councilman Rouse motioned to approve the agenda with an amendment to include Item 8c) Street Closure on King Street under New Business for a child's birthday party. Councilwoman Waters seconded the motion to approve the amended agenda and it passed unanimously, 4-0.

**CONSENT AGENDA**

Motioned to approve the Consent Agenda consisting of:

- a) Minutes for the 6/10/2024 Regular Session and 6/24/2024 Work Session.
- b) Reappointment of Joseph Hoeffler to the ABC Board.

Motion was made by Councilwoman Waters and Councilman Rouse seconded the motion and it carried, 4-0.

### **CITIZEN CONCERNS**

Cedric Barker business owner in the Town of Winfall came before council to discuss an issue concerning his septic tank at his place of business. Manager Cole informed the citizen that he was in the wrong jurisdiction and that he needed to speak before the Town of Winfall council in the Town of Winfall. She advised him of the location of the Town of Winfall meeting and he was given directions. The citizen thanked the manager for the information and left. There were no other speakers after Mr. Barker.

### **CONTINUED BUSINESS**

None

### **NEW BUSINESS**

#### **a) Budget Amendments –**

1. **FY25-1:** Powell Bill funds were in the General Fund in the Budget Ordinance and were supposed to be listed in the Powell Bill Fund
  - a. Decrease Powell Bill 10-4280 (\$65,000.00)
  - b. Increase Powell Bill 20-4280 (\$65,000.00)
  - c. Increase Powell Bill 20-5740-521 (\$65,000.00)

Councilwoman Waters motioned to approve Budget Amendment FY25-1, and Councilwoman Brothers seconded. The motion passed 4-0.

2. **FY25-2:** (1) PO's that were rolled over from last fiscal year. EDA Grant Match, BE Singleton & Sons, Enviro-Tech Unlimited, and Nexgrid. (2) Cost to purchase the two houses that was approved by Council in the last fiscal year but was not moved from Fund Balance until it was time to pay for them. (3) Move the balance of funds for the new Public Utilities Building from last year's budget to this year's budget.

- (1) Fund Balance 10-4999
  - a. EDA Grant Match (\$60,000.00)
  - b. Planning Professional Services (\$25,000.00)
- (1) Fund Balance 51-4999
  - a. Sewer Treatment Capital Outlay (\$10,000.00)
- (1) Fund Balance 52-4999
  - a. Electric Capital Outlay (\$52,208.59)
- (2) Fund Balance 10-4999
  - a. Planning Capital Outlay (\$78,468.98)
- (3) Fund Balance 10-4999

a. Street Capital Outlay (\$184,840.00)

A motion was made by Councilwoman Brothers to approve Budget Amendment FY25-2 and seconded by Councilman Rouse. The motion passed, 4-0.

b) **District Uses –**

A motion to approve the District Uses as presented was made by Councilwoman Waters and seconded by Councilwoman Brothers. The motion passed, 4-0

c) **Street Closure –**

A request was made on July 8, 2024, to have a portion of King Street closed between South Edenton Road Street and Stokes on Saturday July 13, 2024. Manager Cole brought the Street Closure to the Town Council because the request was made to the Manager less than 24 hours before the Town meeting and less than five days before the day of the event. This did not give the manager ample time to discuss the closure with EMS and the Sheriff's Department.

Councilman Rouse suggested that the request to have the street closed be honored although the request did not happen with the 45-day notice. He suggested having only a portion of King Street closed. Councilman Rouse asked if there were any alternatives that the manager could suggest if the request was denied. Manager Cole stated that in her response to the resident she would suggest the Community Center and Missing Mill Park, if they were available.

Councilwoman Brothers stated that if we continue to approve closures at the last minute, it will get out of hand. She went on to say that she cared about King Street and their feelings, but this is for a birthday party and the street should not be closed for those types of events.

Mayor Pro Tem Anderson was also not in favor of the request because it was brought to the town so late. She felt residents should follow the rules and this request for this closure did not. It was handed in late and did not meet the 45-day notice period.

Councilwoman Waters was also not in favor of closing the street. She stated that streets should only be closed for town or holiday events. Manager Cole stated she would put the information on the town's newsletter.

A motion was made by Councilwoman Waters to deny the street closure for a birthday party on King Street on July 13, 2024, and seconded by Councilwoman Brothers. The motion passed unanimously, 4-0.

**MANAGER'S UPDATE**

Manager Cole shared that the buildings that were set up for demolition have not yet been demolished.

The preliminary work that was done on system development fee study for the Don Juan subdivision site by Willdan Financial Services was completed and ready for review. The council can comment on the report until August 17, 2024. The Public Hearing is scheduled for September 9, 2024.

**COUNCIL REPORTS/CONCERNS**

**Councilwoman Waters.** Nothing to report

**Councilwoman Brothers** – Inquired about overgrown grass by the railroad tracks in West Hertford. She has filtered calls from concerned citizens in the area about the tall grass and wanted to know if the Town could cut the grass.

**Councilman Rouse** – Spoke with Don Davis’s staff concerning grant funding for a summer feeding program for the youth in Perquimans County. He inquired about the 4<sup>th</sup> of July Celebration and who is responsible for the fireworks and the celebration. Was the Town involved and did we pay for the fireworks?

**Mayor Pro Tem Anderson** - She stated that it would be a good idea to have committees set up to help with planning events people would want during the year.

**ANNOUNCEMENTS**

July 12            5:00 p.m. to 8:00 p.m.            Friday Night Stroll

July 21            5:00 p.m. to 7:00 p.m.            Music in the Park

**CLOSED SESSION**

Councilwoman Waters made a motion to go into Closed Session pursuant to §143-318.11 (5) 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 for the acquisition of real property by purchase, option, exchange, or lease. Councilwoman Brothers seconded the motion and it carried, 4-0 at 7:10 PM.

**RETURN TO OPEN SESSION**

Council returned to Open Session at 7:37 PM.

**ADJOURNMENT**

A motion and a second were made by Councilwoman Brothers and Councilwoman Waters to adjourn the meeting. The motion to adjourn was approved 4-0.

The meeting was adjourned at 7:39PM.