

Town of Hertford
Regular Session Meeting
Monday, October 13, 2025 – 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, October 13, 2025, at 6:00 PM.

COUNCIL MEMBERS PRESENT

Ashley Hodges, Mayor
Keith Rouse
Sara Winslow

Sandra Anderson, Mayor Pro Tem
Connie Brothers

STAFF PRESENT

Doris Walton, Interim Town Manager
Gina Durante, Town Clerk
Brock Mitchell, Attorney

A quorum was present.

CALL TO ORDER

Mayor Hodges called the meeting to order at 6:04 PM.

PUBLIC HEARING

A Public Hearing was held regarding the Text Amendment to Add Rooming, Tourist & Boarding Houses as a use in Zone R-10 with the requirement of a Special Use Permit. There were no public comments, and Mayor Hodges closed the public hearing at 6:05 PM.

INVOCATION AND PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Mayor Pro Tem Anderson made a motion to approve the agenda with an amendment to remove item 8b Proclamation Recognizing Indigenous Peoples' Day on the 2nd Monday in October. Councilwoman Brothers seconded her motion, and it carried 5-0.

CONSENT AGENDA

Councilwoman Winslow motioned to approve the Consent Agenda consisting of meeting minutes from September 8, 2025 and September 22, 2025. Councilwoman Brothers seconded and the motion passed, 5-0.

CITIZENS CONCERNS

1. Chris Stoessner, who owns properties on Front Street and Church Street, expressed his concern regarding the lack of speed enforcement on North Church Street and the loud trucks travelling on the streets. Mr. Stoessner also noted that there are pedestrians, including children, on Church and perhaps more cross walks would help. He would like to see the Sheriff's Department or the State Trooper (since Church Street is a state road) consulted to enforce the speed limits and excessive noise on Church Street between the S-Bridge and Grubb Street. He asked that the speed limit not be increased on Church Street.
2. Kim Brinn stated that she was happy to see the Proclamation for Indigenous Peoples' Day was taken off the agenda. She distributed copies of an announcement that President Trump declared the second Monday of October as Columbus Day.
3. Tim Brinn said he signed up to speak as a backup for Kim Brinn and now would not be speaking.

CONTINUED BUSINESS

a) Adopt Resolution for Naming Policy

Manager Walton presented Council with the Resolution FY26-4 Setting Out Procedures Regarding the Naming of Town Parks, Park Facilities, Greenways and Other Town Facilities. This revision to the resolution discussed at our prior meeting includes the exclusion of the Hertford State Theatre. It has been reviewed by our Attorney to ensure best practices, proper language so as not to impede the naming process or raise questions regarding the Town's control over the naming process. Previous naming will also adhere to the new criteria in this resolution.

A first and second motion were made by Councilwoman Winslow and Councilman Rouse to adopt the Resolution FY26-4 Setting Our Procedures Regarding the Naming of Town Parks, Park Facilities, Greenways and Other Town Facilities. The motion carried, 5-0.

b) Approval of Town Ordinance Chapter 8

Manager Walton has updated/revised the entire Chapter 8 Disorderly Conduct and Public Nuisance of our Town Ordinances. The updated version includes the removal of outdated language and is compliant with current NC State Statutes. Our Attorney has reviewed the updated ordinance. Prior to the meeting, Council received the ordinance with redlines and edits. The final version of the ordinance will be presented at the Work Session on October 27, 2025.

Councilman Rouse motioned to table a vote for approval of the updated Town Ordinance Chapter 8 until our Work Session October 27, 2025. Mayor Pro Tem Anderson seconded his motion, and it passed unanimously.

NEW BUSINESS

a) **Proclamation – Daughters of the America Revolution – to Name November as National American Indian Heritage Month**

Manager Walton prepared a proclamation as per the request of the National Society of the Daughters of the American Revolution declaring November National American Indian Heritage Month.

Mayor Hodges read the proclamation and will sign it following the meeting.

~~b) **Proclamation to proclaim the 2nd Monday in October as Recognizing Indigenous Peoples' Day**~~

c) **Approval of Extension of Terms to the ABC Board for Two Board Members**

Manager Walton explained that the ABC Board would like our Board Members to have staggering terms by year, but all terms ending in the same month. Judge JC Cole's term expires 10/2025, Diane Stalling's term expires 09/2027, and Joseph Hoffler's term expires 07/2028. The ABC Board recommends aligning all local board members' terms to conclude in September of their respective year. Manager Walton is looking to Council to approve extending JC Cole's term to 09/2026 and Joseph Hoffler's term to 09/2028.

A motion to approve the proposed term extensions for JC Cole, September 2026, and Joseph Hoffler, September 2028, was made by Councilwoman Brothers. Councilwoman Winslow seconded her motion, and it was approved, 5-0.

d) **Discussion of Speed Limit on South Church Street between the Bridge and Dobbs Street**

Manager Walton addressed Council regarding the many concerns from residents regarding the speed limit on South Church Street between Raccoon Creek Bridge and Dobbs Street. Downtown the speed limit is posted 20 MPH. Past Dobbs Street the speed limit is posted 35 MPH heading south towards the 17 Highway. Manager Walton stated that except for South Edenton Road Street, residential speed limits are posted 25 MPH. Manager Walton advised Council that although Church Street is a NCDOT road, Council can change the speed limit. Councilwoman Winslow stated that one of the early requests was to extend the 25 MPH to the Library and Albemarle Landings because of the pedestrians and public that are present in that area past Dobbs Street. Also, cars parked on the curve before the bridge sometimes encroach the northbound lane of South

Church Street. Council discussed the need to enforce speed limits, or any changes to speed limits, is a major issue. Mayor Hodges stated that whenever we have asked the Sheriff Department to monitor speed limits, they have. Council discussed moving the speed camera from Grubb Street to South Church Street as it will record speeds of vehicles. Manager Walton stated that doing a traffic study is another option. Mayor Hodges suggested that Manager Walton prepare a comprehensive update for speed and traffic control in the Town, and he will contact Sheriff White tomorrow regarding enforcement, moving the camera, and speed detection devices. Councilwoman Winslow asked if Mayor Hodges could ask him how much time the Sheriff spends per month on traffic.

e) Discussion on Permitting though Special Use Permit for Bed and Breakfast rentals in all areas zoned R-10

Manager Walton advised Council that at the last the Planning and Zoning Board of Adjustments, their Board motioned to forward the consideration of adding Room and Tourist Boarding Houses as permissible use in the R-10 Zone, through a special use permit. Currently, R-10 does not allow this use. There is a request by a resident near downtown in an R-10 zone for this special use, and Manager Walton explained that every R-10 Zone would fall under this text amendment. Manager Walton distributed a list of all the streets in Hertford that would be affected by this as they are zoned R-10. Council would like to view the R-10 Zones and/or drive around to the actual streets and view other maps and aerials.

Councilwoman Brothers motioned to table a decision on this text amendment until the Work Session, October 27, 2025. Mayor Pro Tem Anderson seconded her motion, and it carried, 5-0.

MANAGER'S UPDATE

Manager Walton reported that the water shut off on Meads to tie in the houses to the main pipe was a success. The boil advisory was in effect for two days. Manager Walton showed two corroded and cracked pipe sections to Council. The waterline pipe replacement continues to progress on schedule.

On October 9th a Recreational Focus Group was held in Town. The County hired a consultant, Robin Payne, to update the Comprehensive County Recreation Plan for Perquimans County. Each town in Perquimans County is being asked to participate and meet with the consultant. The residents in attendance gave input and submitted requests. We learned that because our County's Recreation Plan was last updated in 2018, that negatively affected our application for the PARTF Grant that the Town was not awarded. We are continuing to look for other sources of grant funding.

The HPC district map was submitted to SHPO. Upon review, SHPO questioned why the area between East Historic Hertford and West Historic Hertford was not included in our HPC boundaries as there are contributing structures as adding it will benefit the Town. Council discussed and was inclined to follow SHPO's recommendations.

Councilwoman Winslow motioned to authorize Manager Walton to move forward with the survey to add the remaining portion between East and West Historic Districts to the HPC map. Mayor Pro Tem Anderson seconded her motion, and it carried 5-0.

COUNCIL CONCERNS/REPORTS

Councilwoman Winslow commented on the speeding and noise comments on Church Street. She has had citizens ask her if the missing bridge lights have been found as the DOT gave the Town approximately 30-40 of them. We have lost three lights and need those lights for replacements. Councilwoman Winslow said that Newby was part of the bridge project, and the Town had requested that they post No Parking signs for a 20 foot section on Church Street to Newby and DOT has not adhered to that. The restriction on parking for that section of Newby is a safety issue for cars turning onto Church Street. She again noted that the crosswalk at Newby going across Church Street is not marked and should be, as it is state law and pedestrians have the right of way. Councilwoman Winslow was asked by the deputies about the No Parking from Here to Corner sign on Church Street. It is creating confusion amongst the residents who think they can park in the other direction of the sign on Church Street. Councilwoman Winslow stated that more No Parking signs need to be put on North Church Street to Grubb Street as there is no parking anywhere on it.

Councilwoman Brothers thanked all those who attended the meeting. She asked that Ken Waters be kept in our prayers. Councilwoman Brothers serves on the Smart Start Board and reminded people that Toys for Tots applications are due by October 31st. Dolly Parton has donated over 1,000 books to Chowan Perquimans Smart Start. Councilwoman Brothers asked for prayers for all our candidates in this election year and said that early voting starts October 16th.

Councilman Rouse commented on the enormous number of dead bugs that are stuck on the front windows and doors of our Post Office. He would like to see Hertford get more restaurants as there are very few places to eat. The loss of Captain Bob's has a significant negative impact on the Town. Councilman Rouse discussed the Masonic Lodge and possibilities for that building. Councilwoman Brothers stated that there are organizations interested in it.

Mayor Pro Tem Anderson said that the Downtown Hertford Board, which she sits on, is planning a large event in April 2026 and the Town will need places for people to stay.

Mayor Hodges stated that the success of our community is combination of private and public investment. We want to create an environment where people feel comfortable

spending their money. It is important to make Hertford attractive to investors, and over the last six years interest in Hertford has increased exponentially. He is encouraged by the projects happening in Town, and by the work of the Town Manager and Town staff. Mayor Hodges added that his residential street is now having waterlines replaced.

ANNOUNCEMENTS

None

ADJOURNMENT

A motion and a second were made by Councilwoman Brothers and Mayor Pro Tem Anderson to adjourn the meeting. The motion passed unanimously, and the meeting was adjourned at 7:37 PM.