

Town of Hertford
Regular Session Meeting & Public Hearing (In Person)
Monday, October 14, 2024 – 6:00 p.m.
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 14, 2024, at 6:00 p.m.

COUNCIL MEMBERS PRESENT

Ashley Hodges, Mayor

Sandra Anderson, Mayor Pro Tem

Keith Rouse

Connie Brothers

Rhonda Waters

STAFF PRESENT

Janice McKenzie Cole, Town Manager

Doris Walton, Assistant Town Manager

Brock Mitchell, Attorney

A quorum was present.

CALL TO ORDER

Mayor Hodges called the meeting to order at 6:06 p.m.

INVOCATION & PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

A motion was made to approve the agenda by Councilman Rouse and seconded by Pro tem Anderson. Councilman Rouse rescinded his motion and made a motion to amend the agenda and add item 7E - BRIC grant task order approval and item 7F - amendment to Task order #1 with Withers Ravenel for additional Water Line replacement. Pro Tem Anderson seconded the motion.

The motion passed unanimously, 5-0.

CONSENT AGENDA

Motioned to approve the Consent Agenda consisting of:

- a) Minutes from the 9/9/2024 Regular Session and 9/23/2024 Work Session.
- b) Update authorized person/designated person on certain BRIC grant.
- c) Ordinance for Street Closure for Veteran's Day Observance

Motion was made by Mayor Pro tem Anderson and Councilwoman Brothers seconded the motion and it carried, 5-0.

CITIZEN CONCERNS

There were no speakers.

CONTINUED BUSINESS

a) System Development Fees Resolution/Ordinance

Councilwoman Waters made a motion to approve the System development fees and adopt the Resolution and Ordinance FY25-10 and Councilwoman Brothers seconded. The motion passed 5-0.

b) Amending Vacant Building Ordinance

Manager Cole discussed the vacant building ordinance and what registration of a vacant building meant and what is necessary to do to have a building not look vacant. Manager Cole made changes to the Vacant Building Ordinance to add second floors of vacant buildings as well.

Councilwoman Brothers made the motion to approve amending the Vacant Building Ordinance. Councilwoman Waters seconded. The motion passed 5-0.

NEW BUSINESS

a) **Budget Amendments –**

1. **FY25-12: To Amend General Revenue / General Fund**

- a. Customer received a heat strip credit in error
Decrease Electric Supplies 52-5900-551 (\$10.00)
Increase Electric Bad Debt 52-5900-539 (\$10.00)
- b. To pay for the lamResponding subscription
Decrease Fire Supplies 39-5400-551 (\$460.00)
Increase Fire Subscriptions 39-5400-534 (\$460.00)
- c. To Cover two ads in the Daily Advance paper that we were not expecting.
Decrease Admin Dues and Subscriptions 10-5210-534 (\$1,062.38)
Increase Advertising 10-5210-515 (\$1,062.38)
- d. To cover costs for supplies needed to fix up the outside of the State Theatre.
Decrease Planning and Professional Services 10-5610-511 (\$5,000.00)
Increase Planning Supplies 10-5610-551 (\$5,000.00)

Councilman Rouse made a motion to approve Budget Amendment FY25-12 and Pro tem Anderson seconded. The motion passed 5-0.

b) **Resolution FY25-4 Accepting EDA Grant Funds -**

A motion to approve the Resolution to accept the EDA Grant Funds was made by Councilwoman Brothers and seconded by Councilwoman Waters, and the motion passed, 5-0

c) **EDA Grant Project Ordinance FY25-12 -**

A motion to approve the EDA Grant Project Ordinance was made by Councilwoman Brothers, and seconded by Councilman Rouse, and the motion passed, 5-0.

d) **Resolution FY25-5 Authorizing Application for the Great Trails State Program –**

The Town received grant funding from the EDA to pay for the design work on the retaining wall and docks on the riverfront. The amount awarded fell short \$50,000 to cover the scope of work necessary. The Town can apply for a grant under the North Carolina Division of Parks and Recreation Great Trails State Park Program to cover the difference.

A motion to approve the resolution to authorize the application to GTSP was made by Pro tem Anderson and seconded by Councilwoman Waters, and the motion passed 5-0.

e) **BRIC Grant – added to agenda –**

Withers Ravenel has agreed to add the BRIC Stormwater Mitigation Assessment to their existing agreement with the town. The BRIC agreement will be added as Task order 11.

A motion to approve Task Order 11 for the BRIC Stormwater Mitigation Assessment was made by Councilman Krouse, and seconded by Pro Tem Anderson, and the motion passed 5-0.

f) **Amendment to Withers Ravenel Task Order #1 – added to the agenda –**

This amendment is an addition to Task Order #1. An additional 17,250 linear feet of water lines will be replaced that were not in the initial waterline replacement project.

A motion to approve Task Order #1 was made by Councilwoman Waters and seconded by Councilwoman Brothers, and the motion passed 5-0.

MANAGER'S UPDATE

Manager Cole shared that the Town filed a lawsuit against Landings of the Albemarle for their outstanding utility bills. The motion was done through John Leidy's office; the town's attorney.

Manager Cole informed Council that during the State Historic Preservation Office's (SHPO) last meeting, that West Hertford was recommended to become a Historic District. SHPO has 45 days to review the nomination.

After several months of waiting, the Graveyard Hilton was finally brought down. The demolition company is still removing debris from the area.

Manager Cole stated that to enforce the town's vacant building ordinance, we had to lead by example. Since acquiring the State Theatre, the town has taken steps to make some improvements to the outside façade, the windows and has placed a banner and original billboard to the side of the building to make it look less of an eyesore. The town has placed a drainage pipe to have rainwater flow away from the building to divert water from the building. We will hear about the grant that was filed with Commerce to rehabilitate the Theatre this week.

COUNCIL REPORTS/CONCERNS

Councilwoman Waters said she attended the Friday Night Stroll, but was disappointed because there was not much turn out.

Councilwoman Brothers informed everyone about Toys-4-Tots. Collections begin November 14th and distribution of toys will be December 13th and 14th at Parks and Recreation. She asked for continued prayers for the former Councilmember Frank Norman who is terminally ill.

Councilman Rouse spoke about the class reunion that was held in town the past weekend. He stated that a possible reason for Friday Night Stroll not being well attended was probably because of the football game at the high school. He stated that maybe the coordinators of Friday Night Stroll should consider moving the day Saturday during the school year.

Mayor Pro Tem Anderson stated that she would bring up the suggestion to the board that handles Friday Night Stroll. However, Saturdays are not a good day because businesses are not open late on Saturdays. She stated that she attended the ribbon cutting for Church Street Station and that the new business owners were well received.

Mayor Hodges spoke about his appointment to the NCLM Legislative Committee and his attendance to a meeting with an agenda on municipality policy concerning different

