

**TOWN OF HERTFORD**  
Regular Session Meeting (In Person/ Zoom)  
Monday, March 14, 2022 - 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 (also by Zoom) on Monday, March 14, 2022 at 6:00pm.

**COUNCIL MEMBERS PRESENT**

Ashley Hodges, Mayor Pro Tem  
Jerry Mimplitsch

Connie Brothers (Zoom)  
Sandra Anderson

**COUNCIL MEMBERS ABSENT**

Earnell Brown, Mayor

**STAFF PRESENT**

Janice McKenzie Cole, Interim Town Manager  
Ben Gallop, Attorney

A quorum was present.

Mayor Pro Tem Hodges called the meeting to order. The invocation was followed by the pledge of allegiance.

**APPROVAL OF AGENDA**

A motion was made by Councilwoman Anderson and seconded by Councilman Mimplitsch to amend the agenda as follows:

- On the Consent Agenda delete the minutes from June 3, 2021
- Under New Business delete Item 9d and Add item 9g) Matching Funds and 9h) the Golden Leaf Flood Mitigation Grant

The motion was approved unanimously with the following voice vote:

Councilwoman Anderson	aye
Councilman Mimplitsch	aye
Councilwoman Brothers	aye
Mayor Pro Tem Hodges	aye

A motion was made by Councilwoman Anderson and seconded by Councilman Mimplitsch to approve the Agenda as amended. The motion passed 4-0 with the following voice vote:

Councilwoman Anderson	aye
Councilman Mimplitsch	aye
Councilwoman Brothers	aye
Mayor Pro Tem Hodges	aye

**CITIZENS CONCERNS**

Frank Norman addressed Council and said that he got aid for our community with no Town of Hertford resources and that that property was being illegally held by the Town and he demanded that it be released. His written statement is attached.

**DOT CONSTRUCTION/CONTINGENCY AGREEMENT (S-BRIDGE TRUSS)**

A motion was made by Councilman Mimlitsch and seconded by Councilwoman Anderson to approve the contract proffered by DOT setting forth the agreement and understanding with regard to the S-Bridge Truss. The motion passed unanimously 4-0 with the following voice vote:

- Councilwoman Anderson     aye
- Councilman Mimlitsch       aye
- Councilwoman Brothers     aye
- Mayor Pro Tem Hodges      aye

**NO-WAKE ZONE**

A motion was made by Councilman Mimlitsch and seconded by Councilwoman Anderson to approve the resolution to the County to request the expansion of the Perquimans River no-wake zone. The motion passed unanimously 4-0 with the following voice vote:

- Councilwoman Anderson     aye
- Councilman Mimlitsch       aye
- Councilwoman Brothers     aye
- Mayor Pro Tem Hodges      aye

**ELECTRIC SMART METERS**

A motion was made by Councilwoman Brothers and seconded by Councilwoman Anderson to approve the Nexgrid/Nex Gen/ Edmunds Contracts for the purchase and installation and software for the electric smart meters. The motion passed unanimously 4-0 with the following voice vote:

- Councilwoman Anderson     aye
- Councilman Mimlitsch       aye
- Councilwoman Brothers     aye
- Mayor Pro Tem Hodges      aye

**FRIDAY NIGHT WALKS**

A motion was made by Councilman Mimlitsch and seconded by Councilwoman Anderson to approve the resolution for the Friday Night Stroll events on June 10<sup>th</sup>, July 8<sup>th</sup> and August 12<sup>th</sup> and requesting that DOT close Church Street between Grubb and Market Streets from 4:30pm to 8:00pm on June 10<sup>th</sup> and August 12<sup>th</sup> and from 5:00pm to 9:30pm on July 8<sup>th</sup>. The motion passed unanimously 4-0 with the following voice vote:

- Councilwoman Anderson     aye
- Councilman Mimlitsch       aye
- Councilwoman Brothers     aye
- Mayor Pro Tem Hodges      aye

At the request of Manager Cole a motion was made by Councilman Jerry Mimlitsch and seconded by Councilwoman Brothers to table the Budget Amendments until the end of the New Business. The motion passed unanimously 4-0 with the following voice vote:

- Councilwoman Anderson     aye
- Councilman Mimlitsch       aye
- Councilwoman Brothers     aye
- Mayor Pro Tem Hodges      aye

**DEBRIS MONITORING AND MANAGEMENT**

Perquimans County EMS in preparation for the Hurricane season is requesting that the Board approved

- 1) Authorizing the Town Manager to sign a Notice to Proceed, as needed, for Debris Management and Debris Removal; and
- 2) Authorizing Perquimans Emergency Management to sign the Letters of Intent with the primary contractors to initiate operational preplanning efforts with each vendor, to take effect July 1, 2022.

The primary, secondary & tertiary vendors have been selected as part of the bid process for each county, so there is no delay in assistance.

The motion was made by Councilman Mimplitsch and seconded by Councilwoman Anderson to give the above indicated authorizations. The motion passed 4-0 with the following voice vote:

Councilwoman Anderson	aye
Councilman Mimplitsch	aye
Councilwoman Brothers	aye
Mayor Pro Tem Hodges	aye

**USDA EDA GRANT - MATCHING FUND**

Mayor Pro Tem reported that we are pursuing a grant through EDA to cover the costs of the construction drawings for the retaining wall for the waterfront project and matching funds of 20% are required. The funds must be committed and unencumbered. The amount of the grant we are seeking is \$600,000. The County has agreed to commit to \$60,000. The Town has budgeted for matching funds and has \$60,000 available for the other half of the matching funds. Councilman Jerry Mimplitsch made the motion to commit the unencumbered amount of \$60,000 toward the matching fund for this EDA grant. Councilwoman Brothers seconded the motion.

The motion passed 4-0 with no opposition. The voice vote was as followed:

Councilwoman Anderson	aye
Councilman Mimplitsch	aye
Councilwoman Brothers	aye
Mayor Pro Tem Hodges	aye

**GOLDEN LEAF Foundation Flood Mitigation Grant**

The engineering firm Withers Ravenel has advised that the Town might be eligible for grant money that Golden Leaf Foundation has for flood mitigation. Manager Cole requested that the Town proceed with the Golden Leaf application. The motion to proceed with applying for Golden Leaf Foundation Flood Mitigation Grant was made by Councilwoman Brothers and seconded by Councilwoman Anderson. The motion passed 4-0 and the voice vote was as follows:

Councilwoman Anderson	aye
Councilman Mimplitsch	aye
Councilwoman Brothers	aye
Mayor Pro Tem Hodges	aye

**BUDGET AMENDMENTS**

The Local Government Commission requires Municipalities on the Unit Assistance List, of which we are one, to provide a budget to actual report on March 15<sup>th</sup>. Several budget amendments are necessary to balance various line items of our budget. A list of those budget amendments are attached. A motion was made and seconded by to approve the attached budget amendments. The motion passed unanimously with the following voice vote:

Councilwoman Anderson     aye  
Councilman Mimplitsch     aye  
Councilwoman Brothers     aye  
Mayor Pro Tem Hodges     aye

**COUNCIL REPORTS AND OBSERVATIONS**

Councilwoman Anderson reported that Jonathan Nixon wants to do EMS training for residents of Hertford. It would be for about 1 to 1.5 hours. It has 4 segments 1) Calling 911; 2) Stop the Bleed; 3) Hands Only; and 4) How to Administer Norcan. He would like to have a group of 30-40 people. He will provide the equipment and wants to advertise to everybody. Flyers would be distributed. Suggested time is in the Spring, maybe May.

A motion was made by Councilman Mimplitsch and seconded by Councilwoman Brothers to support the free emergency services training. The motion passed unanimously with the following voice vote:

Councilwoman Anderson     aye  
Councilman Mimplitsch     aye  
Councilwoman Brothers     aye  
Mayor Pro Tem Hodges     aye

Councilman Mimplitsch updated the group about the opening of the Museum.

Councilwoman Brothers stated that on February 8<sup>th</sup> she attended the African American Experience of NC Advisory Board. There are State funds available to help with markers, renovating buildings and tours. She also indicated that plans for the Juneteenth Observance were moving forward. Also, Habitat for Humanities is looking for part-time employees. The store hours are Tuesday, Thursday and Saturday from 9am to 1pm. The Albemarle Commission is sponsoring a Homegrown Leaders Program from May 24<sup>th</sup> to May 26<sup>th</sup>. Also, the Roadside Cemetery needs to be cleaned up.

Mayor Pro Tem Hodges (Finance Officer) spoke about assisting with questions from the auditor. He is also working with the EDA grant and the H-CAT Committee. He also mentioned Council's weekend retreat at the end of February. He acknowledged that tonight's meeting is back in Council's Chambers at the Community Center and that the room looks different. He explained that the changes were necessary because the height of the former desk/counter was such that the new Council members had difficulty sitting comfortably. The stage was rotting in the rear due to water damage. Some of the materials from the old stage were recycled to create this new look and we are now ADA compliant. He also thanked the County, Manager Heath and Clerk Tilley for letting us use the courtroom while our renovations were being completed.

The announcements were read.

Councilman Mimplitsch and Councilwoman Anderson motioned and seconded, respectively, that the meeting be adjourned. It passed 4-0 with the following voice vote.

The meeting ended at 7:15pm

Madame Mayor, Town Council, Clerk Cole,

Humanitarian aid is loosely defined as material and logistic assistance given to people who need it, particularly in a time of natural disaster. When we think of Humanitarian aid, we think of shelter, food, water, and medical supplies. We also usually think of persons over there. I assume that you all have heard of the maxim "charity begins at home and then spreads abroad." After spending 50 years in ministry, I prefer the bible scripture in I Timothy 5:8 But if any provide not for his own, and especially for those of his own house, he denies the faith and is worse than an infidel.

What does that have to do with this council? In 2020 while I was in a meeting in Washington DC Speaker Nancy Poloski crashed our meeting and warned us about the dangers of Covid19. US infections surpassed 20 million with the death toll of 346,000 at the end of that year. I sought out aid for our community and was able to make meaningful partnerships with several organizations. As all of the incumbents are fully aware this was not a project that the town was involved in. Au contraire I was made painfully aware that the TOH was not only not involved but no town resources can be used for the purchase, procurement, or distribution of it. I, therefore, did it under the auspices of the MULE CDC. I am here to make my last request to the TOH to release all properties being held illegally by the town back into my care so I can continue working to the benefit of the region. I will after be leaving this meeting use every means necessary to get this property.

My time is up, and I thank you for yours.

Elder Frank Elvin Norman III

**Town of Hertford**  
**BUDGET ORDINANCE AMENDMENT**  
**FY 2021-2022**  
**Amendment #1**  
**03.14.2022**

**BE IT ORDAINED** by the Governing Board of the Town of Hertford, North Carolina, that the following amendment be made to the annual budget ordinance or the fiscal year ending June 30, 2022:

Section 1: To amend the General Fund, the appropriations are to be changed as follows:

<u>Account No.</u>	<u>Decrease</u>	<u>Increase</u>
1) 10-4100-0200 Salaries	\$6,944.00	
10-4100-0500 FICA	\$ 470.00	
10-4100-1000 Elections		\$ 7,414.00
2) 10-5600-0600 Group Health Insurance	\$30,000.00	
10-4100-0600 Group Health Insurance	\$10,000.00	
10-4100-0400 Professional Services		\$40,000.00
3) 10-4100-0900 Travel & Training	\$ 4,000.00	
10-4100-1300 Utility/Electricity	\$ 3,900.00	
10-4100-0600 Group Health Insurance	\$ 6,000.00	
10-4100-1100 Operating Expense		\$13,900.00
4) 10-5600-8100 Landfill Maintenance	\$10,000.00	
10-4100-0600 Group Health Insurance	\$15,000.00	
10-4200-0400 Operating Expense		\$25,000.00
5) 10-4200-5700 Miscellaneous Expense	\$ 6,100.00	
10-4200-0600 Group Health Insurance	\$ 3,000.00	
10-4200-1100 Operating Expense		\$ 9,100.00
6) 10-4200-5700 Miscellaneous Expense	\$ 1,300.00	
10-4200-1300 Utilities		\$ 1,300.00
7) 10-4200-3300 Materials and Supplies	\$ 200.00	
10-4200-2600 Advertising		\$ 200.00
8) 10-4200-3300 Materials and Supplies	\$ 300.00	
10-4200-5400 Liability Insurance		\$ 300.00

Budget Ordinance Amendment #2 cont'd

<u>Account No.</u>	<u>Decrease</u>	<u>Increase</u>
9) 10-5300-1400 Travel & Training 10-5300-1600 Maintenance & Repair Equip.	\$ 1,400.00	\$ 1,400.00
10) 10-5600-0400 Professional Services 10-5600-1100 Operating Expense	\$ 6,000.00	\$ 6,000.00
11) 10-8600-0200 Salaries 10-8600-0500 FICA	\$ 2,378.00	\$ 2,378.00
12) 10-8600-0900 Training & Travel 10-8600-1100 Operating Expense	\$ 400.00	\$ 400.00

The budget office has performed a thorough analysis for the year and has determined that these sums can be transferred to better distribute the funds in line items in the budget.

ADOPTED THIS THE 14<sup>TH</sup> DAY OF MARCH, 2022

  
\_\_\_\_\_  
Ashley Hodges, Mayor Pro Tem

ATTEST:

SEAL

  
\_\_\_\_\_  
Janice McKenzie Cole, Deputy Clerk