

Town of Hertford
Work Session Meeting (In Person/ Zoom)
Monday, March 28, 2022 - 6:00 p.m.
Horace Reid Community Center, 305 W Grubb Street

The Council of the Town of Hertford held a Work Session Meeting at the Horace Reid Community Center (also by Zoom) on Monday, March 28, 2022 at 6:00pm.

COUNCIL MEMBERS PRESENT

Earnell Brown, Mayor
Ashley Hodges, Mayor Pro Tem

Connie Brothers
Jerry Mimplitsch
Sandra Anderson

COUNCIL MEMBERS ABSENT

None

STAFF PRESENT

Janice McKenzie Cole, Interim Town Manager

A quorum was present

Mayor Earnell Brown called the meeting to order and Rev. Gene Tyson of Hertford United Methodist Church gave the invocation. This was followed by the pledge of allegiance.

APPROVAL OF AGENDA

Councilwoman Brothers made the motion to approve the agenda and Councilwoman Anderson seconded it. The motion was approved unanimously with the following voice vote:

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

SCHEDULED APPOINTMENTS

- Interim Public Works Director Harry Sanchez introduced to Council Jason Value the new Lead Electric Line Technician who started this day.
- Wastewater Treatment Plant Superintendent Jeremy Haislip introduced to Council Scott Burgess, Utility Maintenance Mechanic who started March 21, 2022

STRATEGIC PLAN

Councilors commented on their satisfaction with the retreat. Their remarks included that it was a good start, well-presented, the facilitator did a good job, it was a good atmosphere where everyone had a chance to give input, and an excellent document was produced as a result of it. Mayor Brown spent time with the document and had suggestions. Others needed time to review it in more detail.

REVENUE BUDGET TO ACTUAL

Council was provided with the percentage of the anticipated budgeted revenue in each line item that has been collected through February 28, 2022 (67%).

BUSINESS PRIVILEGE LICENSE

Since the Police Department was disbanded at the end of the last fiscal year, businesses did not receive the bills for their annual fiscal year privilege license. Only \$250 has been collected representing ten businesses. There was discussion about how to proceed and the consensus was that invoices should be sent to the businesses showing the past due amount for FY 2021-2022 and the upcoming amount due July 1st for FY 2022-2023. Councilman Mimplitsch made a motion, seconded by Councilwoman Brothers that this be placed on the consent agenda for the April 11, 2022 Regular Session. The motion passed by 5-0 vote. The voice vote was

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

CONTRACTS EXPIRING 6/30/2022

Manager advised Council that the Auditor's contract was only through June 30, 2022 and the same with the contract for mowing the cemeteries. Manager Cole explained that the auditor told her they can not enter into a new contract until the audit is completed. She said, however, the price would just be about \$1,000 more than the existing contract. With regard to the cemetery, Manager Cole suggested that rather than contract out this work, that the Town hire an additional street maintenance worker and take responsibility for mowing its own cemeteries. A motion was made by Councilman Mimplitsch and seconded by Councilwoman Anderson that the Town hire an additional street maintenance worker and assume responsibility for mowing the Town owned cemeteries. The motion passed with the following unanimous vote

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

DEQ Viable Utility Grants

Manager Cole explained that we are eligible to apply for grants under the Viable Utility Grants Program since we are categorized as "distressed." Based on the SEARCH Grant research that the engineering firm Withers Ravenel had previously done for the Town, we have the data ready that should enable us to apply for at least two grants. Since there is no guarantee that the engineering firm will get the job once the RFQ is issued, they charge for the preparation of the grants, \$3,750 each. Council needed to vote on this tonight since the grants are due May 2, 2022. Council advised that they would leave it in the Manager's discretion as to whether these fees would be taken from the Enterprise Funds or elsewhere. The Motion to approve the filing of the DEQ DWI Viable Utility Grant applications by Withers Ravenel at \$3750 per application was made by Mayor Pro Tem Hodges and seconded by Councilman Mimplitsch.

The motion passed with the following unanimous vote:

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

MAINSTREET -Hertford Saturday Morning Live (SML) Flea Market

Manager Cole in her capacity as Mainstreet Director has suggested that we have a flea market in order to bring traffic downtown on Saturday mornings and thereby give the merchants a reason to open. The idea has caught on with the Main Street Board leadership and we are considering the 2nd and 4th Saturday in June, July and August from 8am to 11am. We will provide tents only and charge \$15. We will advertise the event in newspapers, yard signs for the right-of-ways, and maybe billboards on Hwy 17 if they are affordable. It was suggested that we also check with WRVS for free advertising. Council was in agreement with the idea and said it could be put on the Consent Agenda for the April 11, 2022 Regular Meeting.

NAMING OF PARK

Mayor Brown said that it was time to start applying for grants for the park area at Market Street, East & West Academy Streets. There is confusion as to whether this park area is referred to as Academy Park or the park on King Street. Council commented that it was great place to be utilized, that wayfinding signs would be needed to guide people to it, that a sign at the location with the name of the Park could be planned for the new fiscal year. A motion was made by Councilwoman Brothers and seconded by Councilwoman Anderson to place on the consent agenda to rename this area Central Park. The motion passed 5-0 with the following voice vote:

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

(Mayor Pro Tem Hodges subsequently asked that the minutes reflect that he abstained because he objected to this being voted on at a Work Session. The minutes were approved with this proviso).

COUNCIL'S REPORTS AND CONCERNS

Councilwoman Brothers said she was glad to see the sign up at Hyde Park and also that the Roadside Cemetery had been cleaned up. Plans were continuing for the Juneteenth celebration and the hours would be 11am-5pm. The flyer was completed. She noted that March was Women's Month and she read the proclamation by President Jimmy Carter declaring it Women's Month. She wanted to celebrate the women of Hertford including attorney/judge/U.S. attorney Janice McKenzie Cole, Mayor Brown and Councilwoman Anderson. She then presented all of the women present with a carnation.

Mayor Pro Tem Hodges spoke about assisting the CPA's working on the Town finances. He visited Washington, NC and had a chance to walk and talk to merchants about things they had tried that worked and what didn't work. He announced that this past Wednesday with Manager

Cole and Tourism Director Stacey Layden he attended a meeting in Columbia about the Harbor Town Project. We are proceeding with the EDA grant for building a retainer wall at the waterfront and that he is working on a community impact statement.

Councilman Mimplitsch thanked everyone. He felt that they were a great team and that everything is changing with so many ideas coming to us from the residents. Things were looking better.

Councilwoman Anderson announced that May 10th at 6pm in the Community Center (Horace Reid Building) Council Chambers we were partnering with EMS for their life-saving skills presentation. Also, the NC Commerce CERRI survey has a lot of good questions in it. Respondents will be encouraged to submit electronic responses.

Mayor Brown thanked those responsible for the renovations of Council's Chambers. She noted that she attended the ElectriCities meeting in Wilson regarding the electric rates. She also spoke about the need to start thinking about how the Town wants to utilize the recreation area next to the Reed Building as our lease with the County will expire soon and we will control that area. She said that the Youth Program did not have their art class on Wednesday, so the fourth session will be rescheduled for April 6th. The Seeds for Success Program will be teaching the young people table etiquette and they were in need of silverware. Mayor Brown also mentioned that she was a speaker at the International Women's Day fundraising event given by the northeast North Carolina chapter of the League of Women Voters.

Mayor Pro Tem Hodges made a motion to adjourn. Councilwoman Brothers seconded it. And it passed 5-0 with the following voice vote:

The motion passed with the following unanimous vote

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

7:42pm