

Town of Hertford
Regular Session Meeting (In Person/Zoom)
Monday, July 11, 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, July 11, 2022, at 6:00 pm.

COUNCIL MEMBERS PRESENT

Mayor Earnell Brown	Ashley Hodges, Mayor Pro Tem (Zoom)
Jerry Mimlitsch	Sandra Anderson
Connie Brothers	

STAFF PRESENT

Janice McKenzie Cole, Interim Town Manager
Gina Durante, Town Clerk
John Leidy, Attorney

A quorum was present.

Mayor Brown called the meeting to order.

The invocation was led by Councilman Mimlitsch, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

Mayor Brown asked for a motion to approve the agenda. Councilman Mimlitsch made a motion to approve the agenda and Councilwoman Brothers seconded it. The motion passed unanimously with the following roll call vote:

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

CONSENT AGENDA

Mayor Brown asked for a motion to approve the consent agenda with the inclusion of the audit presentation to the June 13, 2022 minutes. Councilman Mimlitsch made a motion to approve the meeting minutes for June 13, 2022 and June 27, 2022 with audit presentation attached to the June 13, 2022 meeting. Councilwoman Anderson seconded the motion. Manager Cole stated that all Council members did receive a copy of the audit presentation at the June 13, 2022 meeting. The motion passed unanimously with the following roll call vote:

Councilwoman Brothers	aye
Councilman Mimlitsch	aye

Councilwoman Anderson aye
Mayor Pro Tem Hodges aye
Mayor Brown aye

CITIZENS CONCERNS

Yvonne Brown addressed Council regarding the need for speed signs or children at play signage on Dobbs Street. Ms. Brown is concerned for the safety of the children and residents of Dobbs Street, and specifically noted that on the 300-400 block, vehicles are passing at high speeds.

Henry House, owner of the Carolina Moon Bakery on Market Street, came to speak about business concerns. He stated that there is a breakdown in how communication is distributed to the business owners regarding the activities that have been and are planned for the downtown area. He stated that last month's Friday Night Stroll overlapped with the Perquimans County High School graduation. This past Friday Night Stroll's street dance was cancelled via social media. He said that an email blast to the business owners would be beneficial in keeping them informed. His bakery plans for each event, freshly prepares items, and is staffed based on scheduled events. Mr. House expressed his concern that the Indian Summer Festival in September is planning to park numerous food trucks on Market Street where his business and others are located. The food trucks will be parked with the backs of the trucks and their generators facing storefronts and that configuration is not optimal for the Market Street businesses. He has met with the organizer, Stacey Layden of TDA, and she is working on a solution. He addressed the SML Flea Market and businesses have been asked to open at 8AM to coincide with the Flea Market opening. For some businesses that is not feasible as they are a one-person operation. Mr. House would also like more signage to direct people downtown and promote businesses that are in place. He concluded by offering to meet and discuss how communication can be improved so that businesses can be promoted and better participate in the downtown events.

CONTINUED BUSINESS

Cemetery Fund

Manager Cole discussed items that the town is trying to accomplish to repair and enhance our cemeteries. Currently, there is \$107K in the Cemetery Fund and she would like Council to approve funds for the following items: 1) fencing at Roadside Cemetery located on Edenton Road as the existing fence is leaning and needs to be replaced. The cost of the fence is approximately \$4,000. 2) Cedarwood Cemetery is running out of marked plots and a surveyor is needed to mark additional plots. Mayor Brown asked how many new plots will be marked and Manager Cole replied that she could not be sure but estimated it could be approximately 100. A bid for that work has been received for \$4K, and additional bids are also being requested. 3) signage for Cedarwood Cemetery is also needed. She does not have a bid but is estimating \$1,400. Manager Cole would like \$15K from the Cemetery Fund to be designated for these three projects. Councilwoman Brothers commented that there is a fence separating roadside cemetery

from a private residence that needs repair, as well. Manager Cole will investigate that and inquire if that can be done within the scope of the funds she has requested.

Mayor Pro Tem Hodges made a motion to authorize Manager Cole to proceed with the upgrades and enhancements for fencing, signage, and the survey for plots within the \$15K she is requesting. Councilman Mimplitsch seconded the motion. The motion passed unanimously with the following roll call vote:

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

Manager's Report

Manager Cole announced that the installation of the electric smart meters will begin this month.

Asphalt has been delivered so the paving of Castleton Drive will begin. We are still awaiting items to arrive before work can be done on the storm drain issues at Woodland Circle and the other location at Mr Lamm's house

The Summit is taking place this week on Wednesday, July 13. We partnered with the Albemarle Commission for this. Funding agencies have been invited to share information on funding that is available, timeframes, and criteria. There will be representation from approximately seven county governments and six municipality governments.

Manager Cole is exploring the possibility of designating West Hertford as a Historic District. She is meeting with a member of the Historic Council to determine if West Hertford meets the criteria.

Mayor Brown stated that these efforts align with the goals developed by Council in Hertford's Strategic Plan for FY22-23.

NEW BUSINESS

Cemetery Mowing Contract

Manager Cole informed Council that our previous cemetery mowing contract expired and she was accepting bids from potential vendors through last Friday, July 8, but only Brown's Landscaping provided a bid that was more than Council budgeted for. Last year it was agreed to reduce the cuts from 24 to 21 to accommodate the amount Council had budgeted. Brown's Landscaping has agreed reduce the cuts to 21 cuts to meet the budgeted amount of \$43K. Mayor Brown asked for a motion to accept the new contract. Councilman Mimplitsch made motion to accept the contract from Brown's Landscape at \$43K for 21 mowings. Councilwoman Brothers seconded the motion and it passed 5-0 with the following roll call vote:

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

COUNCIL REPORTS/CONCERNS

Councilwoman Brothers requested the use of Central Park on Saturday, August 27th, to host a luau in appreciation of the business owners in Hertford. There was another cleanup effort and she thanked those involved. Councilman Mimlitsch made a motion to approve the use of Central Park on August 27 for the business appreciation luau. Councilwoman Anderson seconded the motion. The motion passed 5-0 with the following roll call vote:

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

Councilwoman Anderson thanked everyone for their help and participation in another successful SML Flea Market on July 9th. She also noted that we need advertising and signage to promote downtown and bring people into Hertford and emphasized that the intent of the Flea Market is to bring people downtown and support our local businesses. She plans to meet with business owners to discuss how to better advertise.

Councilman Mimlitsch thanked everyone for their help with the Friday Night Stroll on July 8th. He agrees with Councilwoman Anderson that more advertising/signage is needed to make people aware of Hertford. He commented on the many activities that are bringing Hertford to life and said Councilwoman Anderson is a great asset to our businesses. He also noted that Councilwoman Brother's cleanup is another positive effort for Hertford.

Mayor Pro Tem Hodges thanked all those involved in organizing the downtown events. These events (Friday Night Strolls, SML Flea Market, Indian Summer Festival) are bringing people together in downtown Hertford and citizen feedback is important. He said he has been working on grant items with Manager Cole and working on background finance issues as needed.

Mayor Brown said that she missed the Juneteenth Celebration but congratulated and thanked Councilwoman Brothers for organizing such a successful event. She also thanked Manager Cole for arranging the portable bathroom on the corner of Church Street and Grubb Street for the Friday Night Stroll and SML Flea Market. Mayor Brown noted that the Sheriff's Department vehicles can be seen patrolling town and thanked

Sheriff White and his staff for keeping our town safe. She is happy to see Central Park will be used for the business appreciation luau in August. Mayor Brown discussed that the opening of the S-Bridge will bring a lot more traffic into town, and that will benefit our local businesses. HHI will be bringing a jazz event to Central Park, more information to come. The Seeds of Success is reworking their entire agenda of activities and revamping new ideas for communication. There is a need for more volunteers with SOS so that more activities can be available. Mayor Brown said that although she wanted to have a couple fire hydrants open for a few days for kids to play during the hot summer days, Manager Cole investigated and determined that is not feasible. Mayor Brown is working to create a water play day.

CLOSED SESSION

Mayor Brown asked for a motion to go into Closed Session.

A motion was made by Councilman Mimlitsch to go into closed session pursuant to §143-318 (3) and (5), citing attorney-client privilege and real estate acquisition.

Councilwoman Anderson seconded the motion and it passed unanimously with the following roll call vote:

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

Council went into closed session at 6:45PM.

Council came out of closed session at 7:55PM

A motion was made to adjourn the meeting by Councilwoman Anderson and seconded by Councilman Mimlitsch. The motion passed 5-0 with the following roll call vote:

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

The meeting adjourned at 7:56 PM.