

Town of Hertford
Work Session Meeting (In Person/Facebook)
Monday, September 26, 2022 – 6:00PM
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 Facebook) on Monday, September 26, 2022, at 6:00 PM.

COUNCIL MEMBERS PRESENT

Mayor Earnell Brown
Jerry Mimplitsch

Sandra Anderson
Ashley Hodges, Mayor Pro Tem

COUNCIL MEMBERS NOT PRESENT

Connie Brothers

STAFF PRESENT

Janice McKenzie Cole, Interim Town Manager
Gina Durante, Town Clerk

A quorum was present.

CALL TO ORDER

Mayor Brown called the meeting to order.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was led by Mayor Pro Tem Hodges and followed by the Pledge of Allegiance.

APPROVAL OF AGENDA

A motion to amend the agenda as follows: remove items 4, 5, 7a, and 7c and approve the amended agenda was made by Mayor Pro Tem Hodges and seconded by Councilwoman Anderson. The motion passed (4-0) with the following vote:

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

CONTINUED BUSINESS

None

NEW BUSINESS

EDA Grant Application

Manager Cole attached a draft of the EDA grant application that Mayor Pro Tem Hodges, Sharon Smith, and she have been working on. She asked Mayor Pro Tem Hodges to give the update.

Mayor Pro Tem Hodges explained that this is the grant for the next phase of the Riverfront project which is construction drawings. Step one is to construct a retaining wall to prevent the ongoing flooding of the property. However, step zero is the drawings of what we intend to build. He, Manager Cole, and Sharon Smith from the Albemarle Commission have been working on that EDA grant application and planning to submit it in the next few days or week. The town has already approved a grant match of \$60K with the anticipated cost of the project being approximately \$8M. That estimate is from two years ago, and the final cost will be higher now as the costs of building materials have risen, so it is likely that the final cost will be closer to \$10M. The industry standard for construction drawings is 8% of the total cost, so we would be looking at \$800K for our drawings. The previously agreed upon grant match of \$60K would get us to a total of \$600K for drawings. Mayor Pro Tem Hodges is suggesting that the town adjust its grant match to \$100K, a \$40K increase, as it could save the town \$200K in the final cost of the project. The grant match must be approved and submitted proof of that with the application that Council approved the grant match. There was discussion and Manager Cole stated that we do have to show proof that we have approved the match are committing available and unencumbered funds in our grant match.

Mayor Pro Tem Hodges made a motion that the Town of Hertford submit the EDA grant application for the Water Development Project and commit \$100K in a grant match funds. Councilman Mimplitsch seconded the motion and it passed 4-0, with the following vote:

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

Manager's Update

The Planning and Zoning Board of Adjustment met on September 19th. Manager Cole updated Council on activities that took place at the meeting as that board can recommend zoning changes, but final approval comes from Town Council. They voted to add a use to the C2 zones, storage units, but would require special use permits. There are two locations in town with storage units, but no stated use like that is in the current zoning ordinance, so this would update the ordinance to allow for storage units. The location of the two storage units are Dozier's and Meads Mobile Home Park. C2 zoning includes that sort of facility for storage. PZBA voted to approve those changes and now it comes to Council and will require a legislative hearing. We are required to place an add in the newspaper and other notifications and it will be on the Town Council Regular Session Agenda on October 10th. Other PZBA business included three special

use permits. The board approved Frank and Connie Jaklic's renovated property at the S-Bridge and Church Street for use as rooming for tourists. The vacant lot next to the property, also owned by the Jaklic's, will be used as the parking lot for guests. They also approved SWAE properties who purchased the Perquimans Weekly Building and adjacent building for two apartments and two retail storefronts. The parking lot next to the building will be used for tenant parking. Sugar She Shed, LLC which owns the Gregory 5 & 10 building were approved for two apartments above their store front. The owners had requested three units but due to a lack of parking available for the apartment tenants and because the building is in a C1 area, they could only be approved for two apartments. C1 allows only two apartments.

Manager Cole updated Council on our grant activity with a matrix tracking those (a copy of the matrix is attached).

COUNCIL REPORTS/CONCERNS

Councilwoman Anderson announced that Hertford is partnering with Women's Smart Start to sponsor the Toys for Tots program this year. Applications are available, and more information is to come. Also, there is a free Home Buyers Workshop that will provide information on preparing for the homebuying process and budgeting. Workshop dates are October 20th, 6-8PM, and October 22nd, 1-3PM, both are at the Hertford Community Center.

Councilman Mimplitsch thanked Manager Cole for providing the grant matrix to Council. He commented that to see all the grants on paper was amazing. He thanked her for scheduling the informative Hometown Strong meeting on Tuesday. Councilman Mimplitsch wanted to compliment Councilwoman Brothers on all her efforts cleaning up the town, talking with citizens, and promoting volunteers. She has really been making a difference.

Mayor Pro Tem Hodges met with the Rotary Club last week. He presented an update of Hertford happenings and felt that these types of meetings are very beneficial. He was able to participate in a Q&A and get feedback. He thought that we should do more of these types of townhall format meetings. Mayor Pro Tem Hodges commented on the Hometown Strong meeting held on Tuesday, September 20th. There was great representation from NC state departments who can help small towns like Hertford find opportunities to apply for funds for the many issues we face. On Thursday, September 22nd, Mayor Pro Tem Hodges attended Don Davis's community gathering at the Community Center. He was able to talk with him privately after about the specific needs of Hertford.

Mayor Brown asked for prayers for the family of Councilwoman Brothers. She has been working closely with the Chamber of Commerce as they restructure and discussed some upcoming Chamber activities including Trunk or Treat and a business appreciation event in December. The Chamber of Commerce has a new Chamber

Director, Diane Cangemi. Perquimans County Commissioners and the Tourism Development Authority are working together to create a master calendar with events and activities. That task will be taken on by TDA and the Chamber. She, Manager Cole, and Mayor Pro Tem Hodges met with County Officials and learned that they have been to Raleigh and promoted our Waterfront project. The county commissioners will be returning to Raleigh at the first of 2023, and Mayor Brown suggested that maybe some councilmembers would consider attending. There will be a billboard on Highway 17 coming from Elizabeth City to Hertford advertising our town and attracting visitors. Mayor Brown stated that there is a need for additional crosswalks on Grubb Street at Missing Mills Park and on Church Street near the Landing of Albemarle.

ANNOUNCEMENTS

- September 27- Harbor Town will be meeting on September 27th, 2PM, at the library
- October 1st - Art on the Perquimans, Rec Center (incl. bake sale, BBQ dinner plates, chili cook-off, outdoor dining, pumpkin decorating)
- October 8th - Community Movie Night (Black Panther), Central Park (Market & East & West Academy, 6:30PM)
- October 15th - Halloween Community Event, Dobbs St between Hyde Park & Edenton Rd St.
- October 15th - Open Door of Perquimans County Walk for Hunger, starting at the PQCO Library at 9AM walking to the S-Bridge & back
- October 21st - Seeds of Success Open 1-3PM Youth Program with 4-H, 2 – 3PM discussing nutrition
- October 28th - Trunk or Treat, Church Street starting at 4:30PM
- October 29th - Seeds of Success Harvest Festival
- October 29th - 10th Annual Belvidere Day
- December - Perquimans County and the Sheriff's Office is planning a major light display at the courthouse for the holiday season

A motion was made by Councilman Mimplitsch for Council to go into closed session pursuant to NCGS§143-318.11 (6), citing personnel matters. Mayor Pro Tem Hodges seconded the motion and it passed 4-0 with the following vote:

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

Council went into closed session at 6:45PM

Council came out of closed session at 8:03PM

Mayor Pro Tem Hodges made a motion to proceed with engaging Withers-Ravenal as our “on-call” engineers and Councilman Mimlitsch seconded. The motion passed unanimously with the following vote:

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

Mayor Pro Tem Hodges made a motion to adjourn, and Councilman Mimlitsch seconded. The motion passed unanimously with the following vote:

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

The meeting adjourned at 8:07PM

<u>GRANT PROGRAM/SOURCE</u>	<u>PROJECT</u>	<u>GRANT WRITER</u>	<u>GRANT AMOUNT REQUESTED</u>	<u>MATCH</u>	<u>APPROVAL/D ENIAL</u>	<u>TERM OF GRANT</u>
USDA SEARCH	Preliminary Engineering Report (Sewer)	Withers-Ravenel	29,720.30	N/A	Approved \$30,000	CLOSED
USDA SEARCH	Preliminary Engineering Report (Water)	Withers-Ravenel	29,848.43	N/A	Approved \$30,000	CLOSED
NC Agr STRAP	Stream Debris Removal (Jennie's Gut)	Albemarle Commission	46,000 (Request modified from \$74,175 cause only cleanup of vegetation would be funded)	N/A	\$46,000	12/31/2024
NC (DEQ) DWI	Water System Asset Inventory Assessment(AIA)	Withers-Ravenel	150,000.00	15% (in kind)	\$150,000	12/31/2024
NC (DEQ) DWI	Sewer System Asset Inventory Assessment (AIA)	Withers-Ravenel	150,000.00	15% (in kind)	\$150,000	12/31/2024
NC(DEQ) DWI	Sewer Merger & Regionalization Feasibility System	Withers Ravenel	75,000.00	N/A	\$75,000	12/31/2024
NC (DEQ) CAMA	Phase 3 Funding (Resilient Coastal Communities Program)	Withers-Ravenel (wrote grant, but not working directly w project)	45,000.00	N/A	45,000	2/1/2023
NC(DEQ) SRFP (VUR)	Sewer	Withers-Ravenel	3,746,490.00	N/A	3,746,490	12/31/2026
NC(DEQ) SRFP (VUR)	Water Treatment Plant Improvements	Withers-Ravenel	2,153,950.00	N/A	2,153,950	12/31/2026
NC(DEQ) SRFP (VUR)	Water line replacement	Withers-Ravenel	9,095,850.00	N/A	9,095,850	12/31/2026
GOLDEN LEAF	Flood Mitigation	Withers-Ravenel	90,000.00	N/A	90,000	12 months (8/4/2023)