

**Town Of Hertford  
Special Call Meeting Minutes  
Monday, March 22, 2021  
ZOOM Meeting  
7:30 PM**

**CALL TO ORDER**

The meeting was called to order by Mayor Brown at 7:30 PM

The Pledge of Allegiance was cited.

**INVOCATION**

The invocation was done by Mayor Brown.

**COUNCIL MEMBERS PRESENT**

Mayor Pro Tem Hodges, Mayor Earnell Brown, and Councilman Jerry Mimlitsch.

**STAFF PRESENT**

Town Manager Pam Hurdle.

**OTHERS PRESENT**

Sara Winslow, Murielle Harmon, and the Zoom Audience.

Mayor Brown stated the purpose of the meeting is for the Governing board to decide on its budget for the upcoming budget cycle, FY 2021-2022. Mayor Brown stated the strategic plan will help keep the focus and also choose who will present the governing board budget.

Mayor Brown asked if they could go down the budget worksheet and address each line item. If any board member has an item that they will like to increase or decrease, it can be done as they talk about that line item. The board discussed:

Salaries- only the clerk's salary will change.

Professional services- will be determined later during the budget process.

Retirement- this will be based on the clerk's position.

Health insurance- once the premiums are sent by the current insurance provider, the Manger will shop for cheaper or equal amounts of insurance.

Travel and Training- last year amount was \$13,000.00. Items to consider are classes that will train and keep the Council updated on changing laws and the Clerk schooling. Mayor Brown and Councilman Mimlitsch will retain for using town funds for their travel and training.

Operating Expenses- Manager Hurdle was asked if she thought the expenses would go up or down. She replied that they would go up because the municipal election expense will be in this budget. Projecting \$20,000.00 for this line item.

Material & Supplies- Projecting \$1,500.00, the same amount as the current budget.

Liability/Workers Compensation- will be determined later during the budget process.

Miscellaneous Expense- Projecting \$11,000.00.

Capital Improvement- aiming to structure improvement. The bathrooms and the floor in the hallway. It was suggested to leave this last, pending on the incoming departmental budgets.

A motion was made to assign Mayor Pro Tem Hodges as the spoke person for the Governing Body. Mayor Pro Tem Hodges suggested waiting and see what the other budgets come in before the Governing Body submit their budget.

A motion was made by Mayor Pro Tem Hodges and seconded by Councilman Mimlitsch to adjourn the meeting. The vote:

Mayor Pro Tem Hodges	Yay
Councilman Mimlitsch	Yay
Mayor Brown	Yay

3-0.

The Council voted to adjourn.

The meeting was adjourned at **8:38 pm**.

**8:38 pm.**