

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

March 4, 2013

AGENDA

1. Call regular meeting to order at 6:30 p.m.
2. Pledge of Allegiance followed by Invocation.
3. Consider approval of minutes of meeting(s) held February, 2013.
4. Approve for payment bills made in February, 2013.
5. Citizens Comments/Concerns:
 - a. Kim Gray – appointing replacement on Library Board.
6. Mark Russell – North Side Contract
7. Schedule KIPP presentation.
8. Commissioners reports on activities in February, 2013.
9. Mayor's remarks.
 - a. 2013-14 Budget
10. Motion to enter into closed session pursuant to NCGS 143-318.11(a) (3) to consult with attorney, and/or (6) to discuss personnel (if necessary).
11. Adjourn.

Next regular meeting scheduled Thursday, April 4, 2013 at 4:00.

The Board of Commissioners held their regular meeting Monday, March 4, 2013, at the Town Hall. Present were Commissioners Gerleen Pitchford, Terry Newsom, Heidi Hogan, Clara Debnam, and Jimmy Kearney and Town Attorney Gilbert Chichester.

Mayor Bobbitt opened the meeting with the Pledge of Allegiance followed by the invocation.

Commissioner Pitchford made a motion seconded by Commissioner Newsom, to approve the minutes of the meeting held February 4, 2013, as presented. The motion was voted and carried.

Commissioner Newsom made a motion seconded by Commissioner Hogan, to approve the minutes of the special meeting held February 19, 2013, as presented. The motion was voted and carried.

Following discussion of Halifax County charging for water not used by the Town, Commissioner Kearney made a motion seconded by Commissioner Newsom, to approve payment of bills made in February with the exception of payment to Halifax County Water Department. The motion was voted and carried.

Commissioner Kearney made a motion seconded by Commissioner Debnam, to pay the Halifax County Water Department bill as soon as Mayor Bobbitt discussed the bill with Halifax County. The motion was voted and carried.

Kim Gray advised the Library Board approved recommending Kimberly Jones Mack to fill the position vacated by Maria Robinson at their meeting in June 2013. Commissioner Pitchford made a motion seconded by Commissioner Debnam, to appoint Kimberly Jones Mack to the Jones Memorial Library Board. The motion was voted and carried.

Mark Russell advised they had met a couple weeks ago to compile additional items for the North Side Project. The current contractor's proposal including the additional work was about \$157,000 and there was still \$56,000 in contingency funds left. He had spoken with Williams Utilities and they were willing to do the work. Discussion included finishing the existing contract work first and Superintendent Keith Hamm advised no work had been done since December 2011 and he was not anxious to start new work until the other was finished. Mr. Russell stated he was aware they still had to complete all the items in the original contract. Discussion also included where the signed construction contracts and bonds were and Joe Dooley, Upper Coastal Plain Council of Government, stated the new work needed to be bid. Mr. Chichester stated they needed the contract and bond information and Mr. Russell agreed to go back and get the information. Mr. Russell also advised there would be daily inspections and Mr. Dooley recommended submitting monthly progress reports to the Board in a timely manner and Mr. Russell agreed to do so. The consensus of the Board was to work on the original contract and move forward on bidding the additional work.

The Board discussed scheduling a meeting and presentation to encourage KIPP to locate a school in Littleton. There would be a power point presentation and they needed the support of as many as possible. The consensus was to hold the meeting at the Littleton Methodist Fellowship Hall on March 14 at 6:00 pm.

Commissioner Kearney advised larger limbs had been picked up at the cemetery, but it still didn't need mowing; maybe it would need to be mowed before the Easter Holiday. Doris Dickens, with the American Legion, wanted to make markers to identify the sections in the old section of the cemetery, with Board approval. Following brief discussion, Commissioner Kearney made a motion seconded by Commissioner Pitchford, to allow the American Legion to proceed with marking the sections in the cemetery to match the map. The motion was voted and carried.

Commissioner Hogan reported the Brownfields inspection would be done Wednesday (for the new library building). They were still accepting donations and the grant process was in the second stage; they should know in three to four weeks.

Commissioner Newsom read the police report for February.

Mayor Bobbitt advised she was in the process of getting bids for repaving W. North Main from Devine Street to the cemetery.

Commissioner Pitchford gave the budget report for February; General Fund revenues YTD \$365,507 or 63%, expenditures \$316,651 or 45% and Water/Sewer Fund revenues YTD \$260,852 or 70% and expenditures \$202,779 or 55%.

Commissioner Debnam reported the Town had purchased 3.1 million gallons of water from Halifax, metered was 2,947,000 and sold 2,288,000 gallons. Two bacterial tests were negative. There were no spills, violations or inspections of the wastewater system.

Sylvia Alston asked if Keith Hamm or the Town was going to be reimbursed for doing a job that was not done (by Mack Gay Associates). Mayor Bobbitt stated they would take it under advisement.

Mayor Bobbitt advised it was time to start considering the budget and asked each commissioner to look at their numbers. Mayor Bobbitt also reported she had spoken with a number of merchants and they were interested in restarting the Merchants Association.

There being no further business, Commissioner Hogan made a motion seconded by Commissioner Newsom, to adjourn the meeting at 7:42 pm. The motion was voted and carried.

Clerk