

**TOWN OF LITTLETON**  
LITTLETON, NORTH CAROLINA

October 7, 2013

AGENDA

1. Call regular meeting to order 6:30 p.m.
2. Pledge of Allegiance followed by Invocation.
3. Consider approval of minutes of meeting(s) held September, 2013.
4. Approve for payment bills made in September, 2013.
5. CDBG Monthly Performance Status Report.
6. Consider Library Lease Agreement w/E.C. Mann.
7. Consider Budget Amendments
  - a. Buildings
    - i. Increase 10-500-19 Reserve for USDA Loan \$1,456.00
    - ii. Increase 10-301-05 In Lieu of Taxes \$1,233.00
    - iii. Increase 10-301-79 Previous Years Taxes \$223.00
  - b. Powell Bill
    - i. Increase 10-570-77 Curbing & Guttering \$2,000.00
    - ii. Increase 10-570-78 Street Repairs & Upkeep \$1,000.00
    - iii. Decrease 10-570-94 Powell Bill Fund Balance \$ 3,000.00
8. Citizens Comments/Concerns:
  - a. Lori Karuza – speeding on Mosby
9. Commissioners reports on activities in September, 2013.
10. Mayor’s remarks.
  - a.
11. **Motion to enter into closed session pursuant to NCGS 143-318.11(a) (3) to consult with attorney, and/or (6) to discuss personnel.**
12. Adjourn.

**Next regular meeting scheduled Monday, November 4, 2013 at 6:30.**

The Board of Commissioners held their regular meeting Monday, October 7, 2013, at 6:30 pm at the Littleton Town Hall. Present were Commissioners Heidi Hogan, Gerleen Pitchford, Clara Debnam, Terry Newsom and Jimmy Kearney and Town Attorney Gilbert Chichester.

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

Commissioner Kearney made a motion seconded by Commissioner Hogan, to accept the September minutes as written. The motion was voted and carried.

Following Commissioner Pitchford commenting on a \$1,300.00 invoice from David Rightmyer and passing out copies of the Town policy for services and contracts, Mayor Bobbitt stated she had made the Board aware she would be having the work done and Commissioner Pitchford stated no dollar value had been mentioned. Commissioner Pitchford made a motion seconded by Commissioner Debnam to pay the bills as presented. The motion was voted and carried.

Commissioner Hogan made a motion seconded by Commissioner Kearney, to accept the Littleton Catalyst 12-C-2477 Monthly Performance Report. The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Commissioner Hogan advised a lease proposal from Carroll Mann had been received; the current lease ended October 1 and the new proposal would be \$825.00 per month. Mr. Chichester reviewed the lease agreement and discussion followed including adding a clause requiring a 2 week or 30 days' termination notice from Lessor and Lessee. Commissioner Hogan made a motion seconded by Commissioner Kearney, to approve the contract with the provision that 30 days' notice of termination was added to the contract. The motion was voted and carried.

Commissioner Newsom made a motion seconded by Commissioner Kearney, to approve the following budget amendments as presented;

- a. Buildings
  - i. Increase 10-500-19 Reserve for USDA Loan \$1,456.00
  - ii. Increase 10-301-05 In Lieu of Taxes \$1,233.00
  - iii. Increase 10-301-79 Previous Years Taxes \$223.00
- b. Powell Bill
  - i. Increase 10-570-77 Curbing & Guttering \$2,000.00
  - ii. Increase 10-570-78 Street Repairs & Upkeep \$1,000.00
  - iii. Decrease 10-570-94 Powell Bill Fund Balance \$ 3,000.00

The motion was voted and carried.

Lori Karuza complained about speeders, particularly on Mosby Avenue and discussion followed, including the police department was aware of the problem and tickets were being written.

Commissioner Kearney reported the cemetery had been mowed twice in September and would be mowed two times in October.

Commissioner Hogan advised she was concerned the Environmental Review for the Library Grant might be delayed due to the Federal Government shut down. She had sent an email to UCPCOG, but didn't have a response as yet.

Commissioner Newsom gave the police report and Chief Suggs stated it would help if everyone locked their cars; two had been gone through that weekend. Commissioner Newsom also advised they would be getting rid of surplus items.

Mayor Bobbitt reported spending on streets had slowed down; there were still areas that needed work including clearing along Hackett Street. Commissioner Kearney left the meeting at 7:20 pm. Mayor Bobbitt continued stating Church Street from Shaw back to the lift station also needed cleaning. Discussion followed on loose leaf collection and yard debris.

Commissioner Pitchford gave the budget report for September; General Fund revenues YTD \$194,043 or 31%, expenditures \$128,345 or 20% and Water/Sewer Fund revenues YTD \$105,768 or 28% and expenditures \$85,757 or 22%.

Commissioner Debnam reported there had been no inspections, violations or overflows of the wastewater system. The Town purchased 3,300,000 gallons of unmetered water, sold 2,331,000, and two bacterial tests were negative.

Commissioner Newsom made a motion seconded by Commissioner, to enter closed session pursuant to NCGS 143-318.11(a) to discuss personnel. The motion was voted and carried at 7:30 pm.

Commissioner Newsom made a motion seconded by Commissioner Debnam, to resume the regular session at 7:32. The motion was voted and carried.

Commissioner Newsom made a motion seconded by Commissioner Hogan, to hire Joshua Langley as a part time police officer at \$12.50 per hour. The motion was voted and carried.

Following a short discussion on Halloween, Commissioner Pitchford made a motion seconded by Commissioner Debnam, to adjourn the meeting at 7:34 pm. The motion was voted and carried.

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Clerk

### **General Account and Minutes of Closed Session Pursuant to NCGS 143-318(a) (6)**

The Board interviewed an applicant for part time employment.

Commissioner Debnam made a motion seconded by Commissioner Hogan, to adjourn the closed session and return to regular session at 7:32 pm. The motion was voted and carried.

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Clerk