

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

February 02, 2015

AGENDA

Monthly Board Meeting 6:30 pm

1. Call meeting to order 6:30 p.m.
2. Pledge of Allegiance followed by Invocation.
3. Motion to Approve Agenda
4. Consider approval of minutes of meeting(s) held January 2015.
5. Approval for payment of bills made in January 2015.
6. Resolution to add bank signatures
7. Budget Amendments
8. Work Session 02/17/2015 to 02/10/2015
9. Northside Grant Extension
10. Littleton Mural Project
11. W/S Surplus – High Pressure Sprayer
12. Roles & Responsibilities for Emergency Management Coordinator
13. Police Department Audit
14. Citizens Comments/Concerns limited to 5 minutes – no request
15. Commissioners reports on activities in January 2015.
16. Citizens Comments – comments/questions on Commissioner’s reports - limited to 2 minutes.
17. Mayor’s remarks.
18. **Motion to enter into closed session pursuant to NCGS 143-318.11(a) (3)(6) to consult with attorney or personnel. If needed.**
19. Adjourn.

Next regular meeting scheduled Monday, March 02, 2015 at 6:30 pm.

Town of Littleton Board Meeting
6:30 pm 02/02/2015

The Board of Commissioners of the Town of Littleton held the regular board meeting on Monday, February 02, 2015 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Clara Debnam and Heidi Hogan. Mayor Pro Tem Terry Newsom presided over the meeting. Ten members of the public attended.

Mayor Pro Tem Terry Newsom opened the meeting with the Pledge of Allegiance followed by the invocation.

Commissioner Alston made a motion seconded by Commissioner Pitchford, to approve the Agenda. The motion was voted and carried.

Commissioner Hogan made a motion seconded by Commissioner Alston to approve the minutes from January as written. The motion was voted and carried.

Commissioner Alston made a motion seconded by Commissioner Debnam to approve the payment of the bills made in the month of January 2015. The motion was voted and carried.

Commissioner Hogan made the motion seconded by Commissioner Alston to approve Resolutions R-15-001, R-15-002 and R-15-003 adding Commissioner Pitchford and removing Nada Diana Bobbitt from the bank accounts with First Citizens Bank, BB&T and NC Capital Management Trust. The motion was voted and carried.

Budget Amendments – Motion made by Commissioner Alston seconded by Commissioner Pitchford to approve the Budget Amendments. The motion voted and carried. A copy is hereby incorporated into the minutes.

It was suggested the February work session be changed from 02/17/2015 to 02/10/2015. The motion was made by Commissioner Alston seconded by Commissioner Pitchford. The motion voted and carried.

Northside Grant Extension – Discussion was held concerning the extension of the Northside Grant to June 30, 2015. The current end date is February 28, 2015. There is not enough time to complete the remainder of the project. The Clerk will contact Mark Russell to confirm necessary paperwork is submitted to the Board for a vote. Schedule a meeting with Mark Russell, Ken Smith (KBS Construction), Joe Dooley (PCPCOG) and the Board at the work session 02.10.2015. Mr. Keith Hamm updated the Board on the status of the project and confirmed the scope of the work to be completed within the timeframe of 02.28.2015 be moved to 06.30.2015.

Littleton Mural Project – The Halifax County Arts Council has selected the Town of Littleton to receive a Mural painted in town depicting the history of the town. Commissioner Hogan reported the mural will be painted by local artist Napoleon Hill and will be painted on the outside wall of local restaurant Casa Mia's.

Roles & Responsibilities of Emergency Management Coordinator – Halifax County has provided the Emergency Management Policy for the town – Terry Newsom will go over the documents at a work session in the near future. No action taken.

Citizen's Comments – no request

Commissioner's reports –

Cemetery Report – Commissioner Alston read the Cemetery report. A copy is hereby incorporated into the minutes.

Street Report – Commissioner Hogan reported all leaves had been picked up for the month of January. Depending on the weather she would schedule one additional pick up in February. Commissioner Hogan is soliciting 2 additional bids for the removal of the railroad ties in the landscaping behind the Town Hall on North Main. Work on the landscape project would continue with the help of volunteers throughout the spring.

Library Report – Kim Gray announced the library will stay open on Thursday nights starting 02/05/2015. They are also scheduling one on one computer training classes.

Finance Report – Commissioner Pitchford read the January 2015 Finance Report. A copy is hereby incorporated into the minutes.

Police Report – Commissioner Pitchford read the January 2015 Police Report. A copy is hereby incorporated into the minutes. Commissioner Pitchford made the motion, seconded by Commissioner Alston to release the freeze and advertise for 30 days the fulltime police officer position. Personnel Audit by Training & Standards Division is complete and two part time officers had been sworn in since the last meeting.

Water/Sewer Report – Commissioner Debnam read the January 2015 Water/Sewer Report. A copy is hereby incorporated into the minutes. Motion made by Commissioner Debnam and seconded by Commissioner Pitchford to surplus a nonworking high power pressure washer at the WWTP. The motion voted and carried.

Citizen's Comments – there were no citizens comments.

Mayor's Remarks – Mayor Pro-Tem Newsom read a letter celebrating the 106th birthday of Matti Johnston birthday 02.14.2015. He suggests a Proclamation from the Town of Littleton.

Mayor Pro-Tem Newsom read a letter from Halifax County Water raising water purchase rates. A copy is hereby incorporated into the minutes. Clerk will contact Mr. Griffin regarding the 20 year contract on water purchases.

Motion to enter into closed session pursuant to NCGS 143-318.11(a) (3) to discuss personnel made by Commissioner Pitchford and seconded by Commissioner Hogan. 7:22 p.m.

Regular session resumed at 7:52 p.m.

Motion to retain Mr. Rod Malone, attorney with the law firm Tharrington Smith regarding possible civil action.

Motion made by Commissioner Alston, seconded by Commissioner Pitchford to retain Mr. Rod Malone, attorney with the law firm, Tharrington Smith regarding possible civil action per contract submitted to the town and reviewed by Town Attorney Gilbert Chichester.

With no further business Commissioner Alston made the motion, seconded by Commissioner Pitchford to adjourn the meeting at 8:02 p.m. The motion was voted and carried.

Clerk

General Account and Minutes of Closed Session Pursuant to NCGS 4-318(a)(3)

Board Members interviewed an applicant for the position of part time police officer. Board Members also discussed the hiring of a law firm Commissioner Hogan made a motion, seconded by Commissioner Debnam to return to regular session at 7:52 p.m. The motion was voted and carried.

Clerk