

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town Hall and through Zoom

112 East South Main Street

November 24, 2020

6:30 p.m.

ROUNDTABLE SESSION

1. Call meeting to order
2. Motion to approve the agenda
3. Public Hearing for Zoning
4. Approval of bills November 24, 2020
5. Appointments to Town Board
6. Gaming Machines
7. PD and personnel policy
8. PD Surplus Vehicle
9. WWTP repairs
10. HCIA Legislative Goals for 2021
11. December meeting
12. Event Permit
 - a. Friends of the Library – Book give away December 5, 2020
 - b. Fran Fikac- Worn Wisdom Ministries – January 9, 2021
 - c. American Legion Spaghetti Sauce – Ron Girdley- December 11, 2020
13. Motion to go into Closed Session pursuant to NCGS 143-318.11(a)(6) to discuss personnel
14. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Roundtable Board meeting on Tuesday, November 24, 2020, at 6:30 p.m. at Town Hall and remotely through Zoom. Present were Commissioners Stephen Barcelo, Ophelia Gould-Faison, Lynn Moseley, and six members of the public. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order 6:30 p.m.

Commissioner Gould-Faison made a motion; seconded by Commissioner Barcelo to approve the agenda as presented. Motion carried.

Mayor Scott opened the Public Hearing at 6:30 p.m. Mayor Scott read the notice for the Public Hearing. He stated the hearing was to increase the square footage of signs from 40 square feet to 60 square feet and to add digital signs to the ordinance. Commissioner Gould-Faison asked how the square footage of the sign was calculated. Mayor Scott said it was calculated from the ground to the top of the sign. There were no other questions or comments. Commissioner

Barcelo made a motion; seconded by Commissioner Moseley to close the Public Hearing. The Public Hearing closed at 6:34 p.m.

Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to approve Ordinance O-20-010 Amendment to Code of Ordinance Regulating Signs. Motion voted and carried.

Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to approve the bills for November 24, 2020, as presented. Motion voted and carried.

Appointments to the Town Board – Mayor Scott informed the Board there were no new applicants, and no one had removed their name from the application process. The applicants are: Brent Hamm, Keith Hamm, Clyde Johnston, and Jim Skilton. Commissioner Gould-Faison said she did not know Jim Skilton. After some discussion it was decided to interview the candidates at the next meeting. Mayor Scott said it would be set up for the next meeting.

The town clerk said the next meeting date was on the agenda further down. She stated due to the holidays it might be easier to have only one meeting, and hold it on December 15th. She said she should have all the bills by then. Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to merge the two December, 2020, meetings into one to be held December 15, 2020, at 6:30 p.m. Motion voted and carried. Mayor Scott said the meeting would start with commissioner applications.

Gaming Machines - Chief Trivette informed the Board he had hand delivered letters to both Littleton Laundry and Tobacco and Minit Chek. The town attorney, Kris Gardner, had suggested giving the establishments until December 15th to respond. Chief Trivette said he was under the impression Littleton Laundry and Tobacco was not grandfathered in in regard to gaming machines. He stated Minit Chek would have been grandfathered in but they removed the original games which exempts them now. He also said he was sure everyone was aware of the shooting and fight that broke out at Minit Chek. He said the gaming machines were obviously bringing problems to the town.

Commissioner Barcelo asked if there had been any response to the letters. Chief Trivette said no. He said they could have sent a letter by mail or delivered a letter to town hall. But nothing had been done for seven months. Mayor Scott asked what Kris Gardner had said about the grandfathered in at the laundromat. Chief Trivette said Mr. Gardner agreed that Littleton Laundry and Tobacco were not grandfathered in because the machines were not. Mayor Scott asked would the next step be to start give daily fines until removed. Chief Trivette said yes. He said he would give them a week to remove them before starting fines. He was concerned someone would be hurt if the establishments continued to have gaming machines.

Chief Trivette said he suggested we give the businesses until December 15th to respond and then at that point if they have not responded allow him to act on this issue. Commissioner Barcelo asked weren't the fines going to come back if they didn't do what they were supposed to do. Chief Trivette said COVID could be an issue with that.

Commissioner Moseley said he and Chief Trivette had discussed creating an ordinance that any gaming establishment had to provide licensed and bonded security both inside and outside the establishment. Commissioner Barcelo also mentioned the town might put a tax on the machines. Mayor Moseley said the police officers have been going into the establishments and making sure there are only ten people on the property.

Mayor Scott said he would check with Kris Gardner and see what the town could do and be ready to go on December 15th with a policy to take care of the gaming situation.

PD and personnel policy – Chief Trivette asked if the town would take an employee's vacation time when they become a Town of Littleton employee. Commissioner Moseley said he knew you can take vacation time, but there is a limit or cap to the amount of hours that could be carried to another job. Commissioner Moseley thought there was a 60-hour limit. It was suggested to wait until the next meeting to iron things out.

However, the town clerk and Donald Duke spoke in regard to Mr. Duke becoming a full-time employee November 24th. Mr. Duke will have approximately 40 hours that could be brought over to the town if the town approves it. His former employer will be contacting the town clerk to find out what the town will accept in order to close out his employment. The town clerk said she and Chief Trivette had spoken to her husband since he was an HR person. He had informed them that there is no wrong decision. You just need to make a decision and have it documented in the employee handbook so if the situation occurs again you handle it the same way.

Commissioner Moseley made a motion; seconded by Commissioner Barcelo to accept up to a maximum of 60 hours of vacation from a new employee. Motion voted and carried.

The board decided to put the PD/personnel policy on the agenda for December 15th.

PD Surplus vehicle – Chief Trivette informed the board he would like to surplus the blue Dodge. He would like to park it behind the PD station. Mayor Scott asked what the value of the Dodge was. Chief Trivette said pricing is all over the place. He said the body of the car was good, but it does need a new computer. Some discussion was held and on when to close bids on the vehicle. Mention was made to also surplus the street department's dump truck. It was decided to move the dump truck behind the PD as well. Chief Trivette will get all the information together about the Dodge.

Commissioner Moseley made a motion; seconded by Commissioner Barcelo to surplus the Blue Dodge from the police department and the red one ton dump truck from Street Department, with a minimum bid of \$500, with closed bids to be accepted until 5:00 p.m., March 23, 2021 at town hall. Motion voted and carried.

WWTP repairs - Commissioner Gould-Faison informed the board she, the mayor, Luke Compton, and Dan Brown from RR Sanitary District had met through Zoom to create a list of repairs necessary to get the WWTP and lift stations compliant. She brought the list to the commissioners asking them to set aside money to fix the repairs. She said the estimate was around \$75,000. Mayor Scott said these were items that needed to be fixed and couldn't wait

until the town got a grant to upgrade the WWTP. It was also noted it would probably be two to five years before the grant and repairs were completed.

After some discussion Commissioner Moseley made a motion; seconded by Commissioner Barcelo to take \$60,000 from the lawsuit money to make repairs to the WWTP and lift stations to keep town in compliance. Motion voted and carried.

HCIA Legislative Goals for 2021 - The town clerk informed the Board an email from Christina Wells was in their packet. Ms. Wells was wanting the Board to send any additional legislative goals to her by December 15th. Commissioner Moseley asked if street paving was going to be done with Powell Bill funds. Commissioner Barcelo said yes. Discussion was held on needing to pave Little Drive and Church Street.

Mayor Scott asked if Ms. Wells had given any information about what goals for other towns were. The town clerk said no. Commissioner Barcelo said he would be happy to reach out to Ms. Wells for clarification and write something up. Commissioner Moseley wanted to know if this was where the town would add wanting to receive funding for additional police protection and grants. Mayor Scott said he thought it was not for legislative goals for HCIA. It was decided to let Commissioner Barcelo take care of this.

Event Permits – Friends of the Library – Kim Gray said the Friends would like to have a drive through book give away from 9 a.m. to noon Saturday, December 5th. Commissioner Gould-Faison asked how the books would be chosen. Kim said Heidi Hogan and Evelyn Melton had handed out books at the Halloween event so they would be using the same type of safety issues again. She said she would convey to them walk up people should be discouraged. Commissioner Moseley made a motion; seconded by Commissioner Barcelo to approve the Friends of the Library event for Saturday, December 5, 2020. Motion voted and carried.

Worn Wisdom Ministries – Fran Fikac said they had given out coats, gloves, and socks last year. She said everyone would be wearing gloves and masks and hand sanitizer would be available. She said any used clothing would be cleaned and sanitized. Everyone would be six feet apart. Food would be provided by Littleton Food and Spirits and Grandpa’s Kitchen. Chief Trivette said he would make sure there was an officer working to help out. Commissioner Barcelo made a motion; seconded by Commissioner Moseley to approve Worn Wisdom Ministries event for January 9, 2021. Motion voted and carried.

American Legion Spaghetti Sauce – Ron Girdley – Mr. Girdley said it would be like last time. The event would be drive through with those handing out sauce would be gloved and masked. Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to approve the American Legion Spaghetti Sauce event for December 11, 2020. Motion carried.

Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to go into Closed Session pursuant to NCGS 143-318.11(a)(6) to discuss personnel. Motion voted and carried. Closed session started at 7:24 p.m. The Board returned to Open Session at 7:35 p.m.

There were no motions to be made after coming out of Closed Session.

Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to adjourn.
Motion voted and carried.

Ellen M. Eller, Town Clerk