

Town of Littleton
112 East South Main Street

AGENDA

June 14, 2021

6:30 p.m.

Regular Monthly Board Meeting
Held at Town Hall and Remotely through Zoom

1. Call meeting to order 6:30 p.m.
2. Pledge of Allegiance followed by Invocation
3. Motion to approve the Agenda
4. Consider approval of minutes of meetings held May, 2021
5. Approval for payment of bills for May, 2021
6. Land Use Ordinance approval
7. Resolution for receiving ARPA Funds
8. Code of Ordinances update
9. Gaming Ordinance
10. E-911 Funding
11. BB&T Credit Cards
12. Schedule of Fees – Cemetery
13. Sabina Gould Day
14. Citizen’s Concern and Comments
 - a. Event Permit – Marcus West
 - b. Event Permit – Joseph Levesque – Chick-fil-a
 - c. Event Permit – Dock and Quanisha Silver – Silverbaxx
 - d. Vendor Permit – Andy’s Kettle Corn & More – Robert Gervasio
 - e. Yulonda Watson – water bill issues
 - f. Keith Hamm – water system
15. Commissioner Reports on activities in May, 2021
16. Citizen’s Comments on Commissioner Reports – comments/questions limited to two minutes
17. Motion to go into Closed Session pursuant to GS143-318.11(a)(6) to discuss personnel
18. Mayor’s Remarks
19. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Monday, June 14, 2021, at 6:30 p.m. at Town Hall and remotely through Zoom. Present were Commissioners Stephen Barcelo, Ophelia Gould-Faison, Lynn Moseley, Jim Skilton, Clyde Johnston, and 10 members of the public. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 6:30 p.m. He led the meeting with the Pledge of Allegiance and then gave an invocation.

Commissioner Skilton made a motion; seconded by Commissioner Barcelo to approve the minutes for the month of May, 2021 as presented. Motion voted and carried.

Commissioner Barcelo made a motion; seconded by Commissioner Johnston to approve the bills for May, 2021 as presented. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Land Use Ordinance - Commissioner Skilton stated the board needs to approve the ordinance by June 30, 2021, in order to be consistent with the State of North Carolina and to be able to enforce Zoning. Commissioner Barcelo made a motion; seconded by Commissioner Skilton to approve Ordinance 21-006 Amendment to Land Use Ordinance to Comply with Chapter 160D of the NC General Statutes. Motion voted and carried. A copy of the ordinance is hereby incorporated into the minutes.

Resolution for receiving ARPA funds – Mayor Scott said ARPA funding is the funds the town will receive from the federal government, to help with the loss of funds due to COVID-19. Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to approve the resolution for receiving federal funds 21-003. Motion voted and carried. A copy of the resolution is hereby incorporated into the minutes.

Code of Ordinances update – The town clerk informed the board the town attorney had contacted her about updating the rest of the Zoning Ordinance in the codification. Mr. Gardner said after speaking with Mr. Frommeyer about the cost it has been determined the town is short \$3,280. Mr. Gardner was asking the board to see if the budget could be adjusted to allow the codification of the Zoning Ordinance. After some discussion Commissioner Skilton made a motion; seconded by Commissioner Moseley to add \$3,280 to the Codification of Ordinances and decrease the Attorney Fees for the 2021-22 budget. Motion voted and carried. The town clerk informed the board the Land Use Plan might not cost the town anything. She said some paperwork had been filled out with the state to try to find someone willing to help Littleton with the plan. If not, she had been able to get one quote which was around \$30,000.

Gaming Ordinance – Chief Trivette said with the ALE coming into Littleton and shutting down the games at Minit Chek recently he would like to have the town attorney take care of creating an ordinance to completely ban games in town. Commissioner Moseley made a motion; seconded by Commissioner Barcelo to contact the town attorney and to move forward with creating an ordinance to ban games in the town of Littleton. Motion voted and carried. Chief Trivette will be in contact with Mr. Gardner.

E-911 Funding and contract – Commissioner Moseley informed the board he would like to table the issue for right now. He said Roanoke Rapids had not signed the agreement yet either. The town attorney is in contact with the Roanoke Rapid attorney. Commissioner Moseley asked to allow this to be looked into further. Chief Trivette said there is a flat rate and then a fee for the number of calls. He said the citizens were getting taxed for calls in the county and in town. There is concern about the amount the town will have to pay. This item is to be put on the June 28 roundtable agenda.

BB&T Credit Cards – The town clerk said no one has a credit card right now. She said it was nice because she would be able to end the fiscal year knowing what payments are out there. She was asking the board to get two credit cards and leave them in the safe. When someone needs to use a credit card they can come in, get the card, and bring it back with the receipt. This will help her keep better tabs on expenses and the receipts. Commissioner Moseley made a motion; seconded by Commissioner Skilton for the town to get three credit cards to be kept in the office in the safe instead of each commissioner having a credit card. Motion voted and carried.

Schedule of Fees – Cemetery - Commissioner Skilton said in a previous meeting there had been some research about rates in the state. He said the average rate was \$800 for one lot in the state, and the town sells two lots for \$750. He said the rates had not been updated for awhile and needs to be. He made the following proposal:

Resident	Non-Resident
1 lot 12 x 4 \$750	1 lot 12 x 4 \$ 900
2 lots 12 x 8 \$1300	2 lots 12 x 8 \$1650
4 lots 12 x 16 \$2600	4 lots 12 x 16 \$3300

After further discussion it was decided to add this to the agenda for the work session on June 28th.

Sabina Gould Day - Commissioner Gould-Faison said due to COVID there would be no celebration this year. This day was started in 2018. She stated they would be working on the 2022 celebration. She thanked previous Mayor Girdley and the town board for allowing them to have this celebration to honor her mother who had served on the Littleton Town Board and many agencies in the Halifax County area. She wanted to remind everyone that the third Saturday in June is the day set aside each year.

Citizen's Concern and Comments – Marcus West- Family Fun Day/Bookbag and school supply giveaway. Mr. West was requesting to use the town parking lot August 14 from 1-4 p.m. Mr. West was commended for giving back to the town. Commissioner Gould-Faison made a motion; seconded by Commissioner Lynn Moseley to approve Mr. West's event. Motion voted and carried.

Joseph Levesque, Chick-fil-A, was asking to use the parking lot Monday's from 10:30 to 2:15 for the rest of the summer. Chick-fil-A has been setting up at Buddy Isle's Automotive and wants to move to the parking lot. Commissioner Moseley made a motion; seconded by Commissioner Barcelo to approve the Chick-fil-A event. Motion voted and carried.

Silverbaxx – Dock and Quanisha Silver asked to use the parking lot Saturday, June 19th to celebrate Juneteenth in Littleton. Mr. Silver is wanting to do some pop-up markets and wants to bring awareness about Juneteenth to the area. Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to approve Silverbaxx's event for the Juneteenth celebration. Motion voted and carried.

Vendor Permit – Andy's Kettle Corn & More – Robert Gervasio – Mr. Gervasio submitted a vendor permit to be able to sell food and drink items July 3rd in the town parking lot to coincide with the July 4th festivities. Commissioner Barcelo made a motion; seconded by Commissioner Skilton to approve Andy's Kettle Corn & More vendor permit. Motion voted and carried.

Yulonda Watson – Ms. Watson came before the town board to speak about her water/sewer bill and how it has jumped above \$100. She reminded the board she had been in here a couple of years ago with the same issue, one month her bill is low and the next it is high. She was given a new meter, so she doesn't understand why she still has this problem. After further discussion on the problem, Mayor Scott told Ms. Watson the town would change out her meter again because there are issues with O rings when a meter fills up with water and see if that helps. Ms. Watson also asked what the issues are in regard to the WWTP on NC Highway 4. Mayor Scott said the engineers and the UCPCOG are helping us to get a grant submitted in the fall. Commissioner Gould-Faison said she wanted to make sure everyone understands that if the town gets a grant, the sewer rates would not necessarily go down. She said she appreciated Ms. Watson and other citizens who have concerns about their bills and any other issues they might have with the town.

Ms. Watson also voiced her concern over a town ordinance that was received back in May of 2020. Ms. Watson filed a complaint and was told it was unfounded. Ms. Watson continued to express her concerns. Chief Trivette explained the town's position and what had occurred with the complaint and why it was unfounded. There were further concerns about information that was taken at the time the ordinance was given. Mayor Scott said the ordinance was a civil ordinance and would not go against your driver's license. Mayor Scott mentioned the matter will be visited again.

Keith Hamm – water meter request- Mr. Hamm was unavailable to attend the meeting, but was requesting a new water meter be put in to be used for irrigation only so he would not have to pay for sewage on the water that was used. Commissioner Gould-Faison asked the board to table this item until more information

was provided from Luke Compton, the town's ORC and Steve Ellis of RRSD. It was decided to put it on the agenda for June 28.

Heather Barcelo – Ms. Barcelo spoke about the safety of her mother after her address was given out to a person who is known to be an unsavory person in the area. She was also concerned about the dog tethering ordinance and what she felt was the blatant disregard of it. Ms. Barcelo said her entire family is a resident of Littleton and their safety has become a concern causing her to worry. Mayor Scott said this issue would be addressed in closed session.

Commissioner Reports on activities in May, 2021 – Commissioner Gould-Faison Water/Sewer department read her water and sewer report. A copy is hereby incorporated into the minutes.

Commissioner Barcelo – Street Department – Commissioner Barcelo said the department was busy mowing again after the recent rain. He mentioned he might need to hire a part time person while Dana Killeen is still off. Ms. Watson asked Commissioner Barcelo about the trees along Kirkland Street, and whether it is the town's or homeowner's responsibility. She mentioned how dangerous it is trying to pull onto 158, not being able to see. Ms. Watson said they were going to try to take care of them, but wasn't sure whose property it was. Commissioner Barcelo he would look into it and see what the town could do.

Police Department – Commissioner Moseley mentioned the ALE conducting an investigation at Minit Chek and how he appreciated them working with the town. He read the police report. A copy is hereby incorporated into the minutes.

Cemetery/Park – Commissioner Skilton mentioned the town is getting comments about how good the cemetery is looking. He said he and the town clerk would be on a Zoom meeting tomorrow for the Bike and Pedestrian Parkway Grant.

Finance – Commissioner Johnston read the finance report. A copy is hereby incorporated into the minutes.

Citizens' Concerns and Comments on Commissioner reports – There were no comments

Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to go into Closed Session pursuant to GS143-318.11(a)(6) to discuss personnel. The Board went into Closed Session at 7:50 p.m. The Board returned to open session at 8:36 p.m.

Commissioner Gould-Faison made a motion; seconded by Commissioner Skilton to allow ORC Luke Compton to drive the Water/Sewer truck to and from home to work until July 31, 2021, after that time it can be reevaluated. Mr. Compton will turn in the town credit card June 15, 2021, and will pay for gas for the truck from his personal funds. Motion voted and carried.

Mayor's remarks – Mayor Scott said he knew it's not a popular time to be a policeman. He said he is very proud of our police department and all they have been doing. He complimented Commissioner Gould-Faison and her work with the water and sewer department. He told everyone he appreciated working with them. He also mentioned there will be a Public Hearing for the 2021-22 Budget at the round table session June 28, 2021.

Commissioner Barcelo made a motion; seconded by Commissioner Moseley to adjourn. Motion voted and carried. The meeting adjourned at 8:38 p.m.

Ellen M. Eller, Town Clerk