

Town of Littleton
112 East South Main Street

AGENDA

July 26, 2021

Round Table Session

Held at Town Hall and Remotely through Zoom

1. Call meeting to order 6:30 p.m.
2. Motion to approve the Agenda
3. Public Hearing for Rezoning Property on Mosby Avenue
4. Amendments to the Code of Ordinances
5. Consider approval of payment of bills for July 26, 2021 to close 2020-21 books
6. Budget amendments for closing fiscal year 2020-21
7. Consider approval of payment of bills for July 26, 2021
8. Water tower cleaning
9. Littleton Lake Gaston Festival program advertisement
10. Lake Life magazine update
11. Motion to go into Closed Session pursuant to NCGS143-318.11(a)(6) to discuss personnel
12. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Round Table Session Monday, July 26, 2021, at 6:30 p.m. at the Town Hall and remotely through Zoom. Present were Commissioners Ophelia Gould-Faison, Jim Skilton, Clyde Johnston, Lynn Moseley, and Stephen Barcelo, Police Chief Phillip Trivette, and six members of the public. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 6:30 p.m.

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

Mayor Scott opened the Public Hearing for the Rezoning of Property on Mosby Avenue at 6:30 p.m. The Public Hearing was closed at 7:11 p.m. The Board took a five-minute break.

Amendments to the Code of Ordinances - Commissioner Skilton made a motion; seconded by Commissioner Moseley to approve Ordinance 21-009 Amendment to Code of Zoning Ordinances to Authorize Short Term Residential Rental Units in the Commercial District. Motion voted and carried. A copy of the ordinance is hereby incorporated into the minutes.

Commissioner Barcelo made a motion; seconded by Commissioner Skilton to approve Ordinance 21-010 Amendment to Code of Ordinances Zoning Map for Parcel Number 0704175. Motion voted and carried. A copy of the ordinance is hereby incorporated into the minutes.

Consider approval of payment of bills for July 26, 2021, to close 2020-21 books – Commissioner Johnston said there was one bill outstanding. It is to Galls, Inc. in the amount of \$246.12. Commissioner Skilton made a motion; seconded by Commissioner Moseley to pay the bill as presented. Motion voted and carried.

Budget Amendments for closing fiscal year 2020-21 - The town clerk presented the Budget Amendments and explained the PD GEMS Grant required the town paying for all the equipment first and then being reimbursed. Since the town has not received reimbursement for the expenditures yet the Police Department budget needed to reflect that. To make sure the town has all line items in balance to end the year, the Fund Balance Appropriation needed to be decreased \$25,000 to cover these expenses. Once the town is reimbursed for these expenses, it can be returned to Fund Balance.

The General Fund amendments were all balanced by transferring funds from the different departments in the General Fund. No money was necessary from Fund Balance Appropriations to balance the General Fund. The Water and Sewer Fund was short \$39,879.75 and Fund Balance Appropriation needed to be used to balance the Water and Sewer Fund. Commissioner Skilton made a motion; seconded by Commissioner Gould-Faison to approve the Budget Amendments for the General Fund and the Water and Sewer Fund as presented. Motion voted and carried. A copy is hereby incorporated into the minutes.

Consider approval of payment of bills for July 26, 2021 – Commissioner Johnston presented the bills for July 26, 2021. Commissioner Barcelo made a motion; seconded by Commissioner Skilton to approve the bills as presented. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Water tower cleaning – Commissioner Skilton explained Southern Corrosion has not been to get inside the tank for a while. He said there was some work that needs to be done inside. The catwalk up needs to be painted as well as part at the bottom. He said when Southern Corrosion had taken over the water tower had actually been painted with different paint colors, but it's hard to see. Mr. Skilton had spoken to his engineers and had been told the town could float off Halifax County by increasing the pressure a little bit. He said Southern Corrosion had installed pressure relief valves on certain fire hydrants to help with the water pressure so the lines wouldn't break. Commissioner Skilton said it would take two weeks to do the work and needed to be done in September or October. He has contacted Gregg Wilson, the ORC over the town's water, to set up a meeting to see how everything will work. He stated the inside of the water tower will be cleaned and patched. There is nothing pressing to be done at this time, but he wanted to make the town aware of what was ahead.

Commissioner Skilton said the paint they use is water based. He said there is always a breeze at 150 feet in the air and the mist from the paint would be dry before it hits any vehicles. There would be a fine dust on the car, but you could wipe it away. Commissioner Skilton said the tank would get two coats of paint. It needs to be a lighter color so it doesn't fade. There was some discussion about putting a logo on the water tower. Commissioner Skilton said it was possible to do since it would be a month or so out.

Littleton Lake Gaston Festival program – Mayor Scott showed the commissioners the size of the ads and the prices. After some discussion it was decided to place a full page ad. Commissioner Skilton mentioned it might be good to have the ad highlight Littleton as a good source for advertisement. Mayor Scott said he would be happy to put something together and send it out to everyone for a consensus. Commissioner Moseley made a motion; seconded by Commissioner Barcelo to buy a full page ad in the Littleton Lake Gaston Festival program with funds to be taken out of Miscellaneous line item. Motion voted and carried.

Lake Life Magazine update – Commissioner Moseley said he had investigated the incident at the lake where a group of ladies had help save a life. The incident occurred near the I-85 bridge, the South Hill Fire Department was dispatched. If the ladies had not been close and been there to perform CPR, the lady may not have survived. Commissioner Moseley thought the town should write a Proclamation acknowledging the ladies and their helping to save someone's life at the lake. He said it shows ordinary people doing extraordinary things to help others. He also mentioned it was a great way to make people aware of the

need to seek training to be ready to administer CPR when necessary. Mayor Scott said no motion was necessary since it was a proclamation. He would be willing to write the proclamation as long as he was provided the names of those involved and the date the incident occurred.

Mayor Scott read a letter from Ron and Deb Girdley thanking the town for helping get the recent tree off of Shaw Street.

Mayor Scott acknowledged Mrs. Evelyn Jones who asked about the CBDG-NR grant and when the grant would go forward. Mayor Scott said Mr. Jordan Kearney and his organization were in charge of the grant. He thought Mr. Kearney would have more information this fall. Mrs. Jones asked if the work would be done by local contractors. Mayor Scott it would be a mixture of local and not local contractors. He said he would give Mr. Kearney her name so Mr. Kearney could contact her to answer her questions.

Commissioner Gould-Faison made a motion; seconded by Commissioner Barcelo to go into Closed Session pursuant to NCGS143-318.11(a)(6) to discuss personnel. Motion voted and carried. The Board went into Closed Session at 7:39 p.m. The Board came out of Closed Session at 7:55 p.m.

After coming out of Closed Session, Mayor Scott read Assistant Clerk Rhonda Bobbitt's letter of resignation. Mayor Scott said the board's hearts are with Rhonda and her family. Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to regretfully accept Rhonda Bobbitt's letter of resignation. Motion voted and carried.

Mayor Scott said the town clerk had asked to transition to the assistant clerk position and allow the board to advertise for the town clerk position. The town clerk will continue to serve until a new clerk is hired.

Commissioner Gould-Faison made a motion; seconded by Commissioner Barcelo to have the town clerk transition to the part time assistant clerk position and advertise for a full-time clerk for the town. Motion voted and carried.

Commissioner Barcelo made a motion; seconded by Commissioner Moseley to adjourn. The meeting adjourned at 7:59 p.m.

Ellen M. Eller, Town Clerk