

**TOWN OF LITTLETON**

**LITTLETON, NORTH CAROLINA**

Town of Littleton  
112 East South Main Street

**AGENDA**

**September 27, 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. Consider approval and payment of bills for September 27, 2021
4. Pump for Church St. Lift Station
5. Ordinance for passing on the right
6. PD Car surplus dates to open bids
7. Pocket Park Lighting
8. Burn Permit
9. Planning Board/Board of Adjustment opening
10. WWTP update
11. Water/Sewer billing update
12. Event permits
  - a. GLDP – Trunk or Treat, parking lot
  - b. Gospel Explosion – Marvin Bobbitt – October 10<sup>th</sup>
13. Motion to go into Closed Session pursuant to GS143-318.11(a)(6) to discuss personnel
14. Mayor's remarks
15. Adjourn

**The Board of Commissioners of the Town of Littleton held the regular Round Table Session Monday, September 27, 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, Buddy Isles, Marvin Bobbitt, Bonita Knight, Police Officer Donald Duke, and two other remote 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 Skilton made a motion; seconded Commissioner Johnston to approve the agenda as presented. Motion voted and carried.

Commissioner Johnston made a motion; seconded by Commissioner Skilton to approve the September 27, 2021, bills as presented. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

**Pump for Church St. Lift Station** – Commissioner Gould-Faison presented a copy of two quotes for repairing the pump at the Church St. Lift Station. Both were from Electric Motor Shop in Wake Forest, NC. One was to rebuild the pump and the other was to buy a new pump.

After some discussion it was decided to have Commissioner Gould-Faison to find out if there was a warranty on both the rebuilt and the new pump, if there was a core exchange policy, and if buying a new pump now would affect the renovation of the wwtp in any way. Mayor Scott wanted to make sure the town would not have to replace a new pump in the renovation. He felt it would be better to buy a new pump now if it did not have to be replaced during the renovation process.

Mayor Scott wanted to know if the decision on the pump could be put off until the next meeting. Commissioner Gould-Faison said she would find the answers to the commissioners' questions and see what Gregg Wilson felt about waiting a few more days. Mayor Scott said the board would be meeting next week and could maybe make a decision at that time. Commissioner Skilton is going to check with someone he knows in Rocky Mount about the pump as well.

**Ordinance for passing on the right** - Chief Trivette explained he had been having issues with people passing stopped vehicles on the right who were turning into Piggly Wiggly and other businesses on Highway 158. He was concerned there would be some crashes caused by passing on the right. He said the town attorney had been contacted about writing an ordinance for the town so the police department could start writing citations. Mr. Gardner was unable to get the ordinance for this meeting, but would have it ready for the next town meeting.

**PD Car surplus date to open bids** – Chief Trivette explained the board needed to choose a date to open bids for the Dodge Chargers they had opted to surplus at the last town meeting in order to put the information on Facebook and in the newspaper. After some discussion it was decided to close bids at 5:00 p.m. October 25<sup>th</sup> and open the bids at the round table meeting that evening.

**Pocket Park Lighting** – Chief Trivette presented three solar lights he thought would be the best way to provide lighting at the park. He said the lighting is solar and could be attached to the building with the picnic table and awning toward the back of the park. Chief Trivette said he thought the 4800 lumens would be the best way to go since it would provide the most light. After further discussion, Commissioner Moseley made a motion; seconded by Commissioner Skilton to get the 4800 lumen light as presented by Chief Trivette. Motion voted and carried.

**Burn permit** - Commissioner Moseley said he had a few things to share about a burn permit. He stated he didn't feel the town should issue a permit for brush and leaves. However, he felt fire pits should be allowed. He mentioned he didn't feel the town should issue a burn permit when the Forestry Service does already. He didn't know if the town wanted to take on that responsibility.

Mayor Scott shared about an ordinance he had gotten from Trent Woods a few years ago. He explained how a fire pit was addressed in the ordinance. He said it also mentioned leaf/brush burning was allowed a couple of days a week with specific guidelines. The mayor said he could email

it to everyone and ask Kris, the town attorney. Commissioner Moseley said there was no rush, but the town needed to make sure it does it the right way.

**Planning Board/Board of Adjustment opening** – Mayor Scott read Mike Currin’s resignation from the Planning and Board of Adjustment. The town clerk also informed the board Jim Skilton on the Board of Adjustments and Kevin King who serves on the Board of Adjustment and Planning Board needed to be reappointed. She said she would have the necessary paperwork at the next town meeting.

She also said John Skinner and Teresa Hilliard which are Warren County appointments needed to be reappointed as well. She stated she would contact Warren County and let them know.

It was decided to advertise for the opening and make a decision at the October 25<sup>th</sup> meeting.

**WWTP update** – Commissioner Gould-Faison presented the information received from Seth Anderson at Rivers and Associates. She said she did not know if there were additional costs for the changes. She said what was presented was approximately what it was with the original proposal.

It was mentioned that the list was not given until today and Luke had not had time to look it over to see if the top ten priorities he and Steve Ellis had wanted were addressed. Commissioner Gould-Faison said she hoped some of the infrastructure money coming from the federal and state governments would help Littleton. She reiterated the town doesn’t have the money to take a loan for twenty years or more. She asked if it was okay to speak to representatives in regard to funding. Mayor Scott said that would be great.

**Water/Sewer billing update** – Commissioner Gould-Faison explained the town had recently found several customers which live outside the city limits were being billed at the in town residential rate. She reminded everyone they had received an email in case they were questioned by anyone about it. She said the customers would not be billed until the November payment. She said several customers have been contacting town hall about the issue.

**Event permits** – GLDP Trunk or Treat – parking lot, October 30. Chief Trivette informed the board the traffic pattern for Trunk or Treat would be the same as last year. The GLDP was asking to have the parking lot for overflow. Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to approve the GLDP’s request to use the parking lot as presented. Motion voted and carried.

Gospel Explosion- Marvin Bobbitt – Mayor Scott read Mr. Bobbitt’s event form and then let Mr. Bobbitt speak. It was determined the date of October 10<sup>th</sup> is a Sunday. With no further questions Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to approve Mr. Bobbitt’s event permit as presented. Motion voted and carried.

Commissioner Gould-Faison made a motion; seconded by Commissioner Skilton to go into Closed Session pursuant to GS143-318.11(a)(6) to discuss personnel. Motion voted and carried. The board went into Closed Session at 7:10 p.m. The board returned to Open Session at 7:59 p.m.

Commissioner Skilton made a motion; seconded by Commissioner Gould-Faison to move the regular monthly board meeting from October 11 to October 13 due to Columbus Day being a holiday. Motion voted and carried.

Commissioner Gould-Faison made a motion; seconded by Commissioner Skilton to adjourn. Motion carried. The meeting ended at 8:07 p.m.

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Ellen M. Eller, Town Clerk