

*Town Hall
112 East South Main Street*

**June 6, 2018 6:30 pm
MONTHLY BOARD MEETING**

- Call meeting to order 6:30 p.m.
- Pledge of Allegiance followed by Invocation
- Motion to approve the Agenda
- Consider approval of Minutes of meeting(s) held May 2018
- Consider approval and payment of bills made in May 2018
- Consider Resolution R-2018-04 to Surplus property valued less than \$30,000.00 -1994 GMC Truck and 2004 Dodge Durango
- Citizen Concerns and Comments – Mr. Buddy Isles, Sr. - Greater Littleton Development Partnership
- Commissioner Reports on activities in May 2018
- Citizens Comments on Commissioner Reports – comments/questions- limited to 2 minutes.
- Mayor’s remarks
- Motion to go into Closed Session pursuant to NCGS 143-318.11(a)(3)(6) to consult with attorney and discuss personnel.
- Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Wednesday, June 06, 2018 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Steve Barcelo, M. Bonita Knight, Clara Debnam, Donald Spragins and twenty-one (21) members of the public. Mayor K. Owen Scott presided over the meeting.

Mayor Scott called the meeting to order at 6:30 pm. The meeting opened with the Pledge of Allegiance and followed with the invocation by Mayor Scott.

Commissioner Knight made the motion; seconded by Commissioner Spragins to approve the Agenda. The motion voted and carried unanimously.

Commissioner Knight made the motion; seconded by Commissioner Debnam to approve the minutes as presented. The motion voted and carried unanimously.

Commissioner Spragins made the motion; seconded by Commissioner Pitchford to approve the payment of bills made during the month of May 2018. The motion voted and carried unanimously.

R-2018-04 Commissioner Debnam made the motion; seconded by Commissioner Spragins to adopt Resolution 2018-04 to Surplus 1994 GMC Truck and 2001 Dodge Durango. The motion voted and carried unanimously.
*****Action item*** Town Clerk authorized to dispose of the surplus property.**

National Night Out (08.07.2018) Mr. Ron Girdley – Captain, Littleton Citizens on Patrol requested permission to use the town parking lot for the upcoming scheduled National Night out Community event on Tuesday, August 7, 2018. The event will be run from 6:00 pm – 9:00 pm and will be hosted by the COP’s with the assistance of volunteers with food and monetary donations. The annual community driven event this year will include a live band. Commissioner Pichford made the motion; seconded by Commissioner Barcelo to authorize use of the town parking lot for this event. The motion voted and carried unanimously.

Mr. Buddy Isles, Sr. (GLDP) gave an update to the Board on the parking lot upgrades. Mr. Isles confirmed the new street lights had been installed and that he was coordinating volunteers to assist with the flowerbed relocation this coming Thursday evening. He indicated the plans for the stage were complete and they would be

moving forward with the building permit and cutting the asphalt to begin construction of the footers. He mentioned Mr. Philip Alston and son would be volunteering time and equipment to assist with the building of the stage foundation.

Commissioner Reports:

Street Report – Commissioner Barcelo reported he had met with the NC DOT regional engineer to address storm drain issues on Mulberry Street and they were working to find corrective action. He reported street signs were being repainted and to please report any known pot hole issues to the town hall.

Cemetery Report – Commissioner Knight reported the cemetery had been mowed before Mother’s Day and Memorial Day. The Memorial Day American flags had been placed and removed at veteran’s graves to commemorate the holiday.

Water/Sewer Report – Commissioner Debnam read the water sewer report. A copy is hereby incorporated into the minutes. No sewer spills or overflows reported.

Police Report – Commissioner Pitchford read the Police Report for the month of May 2018, Littleton Township. A copy of the Police Report is hereby incorporated into the minutes.

Finance Report – Commissioner Spragins read the Finance Report for the month of May 2018. A copy is hereby incorporated into the minutes.

Citizens Comments on Commissioner Reports – Mr. Alton (Buzzy) Parker made Commissioner Barcelo aware of a very large pot hole on West Halifax Street. Former Mayor Nada Diana Bobbitt inquired is there was still a priority list for repaving the streets in Littleton. She mentioned that North Main Street was in poor shape due to heavy traffic from large trucks. She requested “No Trucks” signs be erected to prevent future damage to the road. Ms. Helena Coley reported a street light was out on Ferguson Street. Commissioner Barcelo thanked her and indicated that street light outages can be reported directly to Duke Progress on the website or by calling with the correct pole number. Commissioner Barcelo also commented that he and Buddy Isles, Sr had met with NC DOT engineer and all agreed to move forward with the three way stop at North Main and Church Streets. Mrs. Dean Riggen complained that the rocks at Harvey and Ferguson in the storm drain were clogged with debris and trash causing a flooding and standing water issues at that intersection. Mr. Buddy Isles, Sr suggested all streets in town have a speed limit of 25 mph. The Mayor indicated that could be discussed at a work session. Ms. Moira Underwood inquired what could be done about cars not stopping for pedestrians in the cross walk on hwy 158, South Main Street. Mayor suggested this too should be addressed in a work session.

The Mayor then introduced Mr. Randy Welch of SERCAP (Southeast Rural Community Assistance Partnership) to further explain the rate study done on the water and sewer fund (FUND 30). Mr. Welch referred to NC regulatory compliance and the Local Government Commission regulation and the responsibility of the Board to set water and sewer rates at a level to cover debt obligations and current expenses, this is NC law regulates enterprise funds. The town had been underestimating expenses over the last several years and not keeping up with inflation. The current revenue projections were not meeting expenditures and the town has been pulling from reserves. Based on the recent rate study a substantial rate increase is necessary to balance the budget. The Board is now faced with the difficult decision of cutting expenses and raising water and sewer rates. The Public Hearing is set for June 19th at 10:00 pm. Following a question on the proposed fee schedule, the Clerk went over the current and proposed fee schedule.

Mayor’s Remarks – Sabina Gould rededication walkway 10-12 June 16. The Littleton Presbyterian Church has a yard sale scheduled for this Saturday. Littleton Police Department was awarded a grant of \$900.00 from Halifax Helps (Halifax Electric Co Op) for the purchase of crime scene testing equipment. The Mayor announced Birthday greeting for Clerk Wanda Clark.

At 7:31 pm Commissioner Pitchford made the motion: seconded by Commissioner Knight to go into Closed Session pursuant to NCGS 143-318.11(a)(6) – To discuss a personnel matter. The motion voted and carried unanimously.

The Board returned to Open Session at 7:38 pm.

Commissioner Pitchford made the motion; seconded by Commissioner Debnam to hire Brandon Counsel as part time police officer at the rate of \$12.50 per hour contingent on NC Dept of Justice Training and Standards certification. The motion voted and carried unanimously.

With no further business Commissioner Debnam made the motion; seconded by Commissioner Knight to adjourn the meeting at 7:42 pm. The motion voted and carried unanimously.

Clerk

General account of Closed Session

The Board discussed personnel issues related to the Police Department.