

Town Hall

112 East South Main Street

February 07, 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 January 2018

Approval for payment of bills made in January 2018

Consider Audit Proposal 2017-2018, Larry Carpenter CPA, \$5,900.00

Proclamation – Honoring “Black Heritage Month”

Littleton Pocket Park – Mrs. Sylvia Alston

Consider Resolution in support of condemning properties unfit for human habitation

Citizen Concerns and Comments – Nada Diana Bobbitt – Littleton Mayor and Council

Commissioner Reports – January 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)(6) to discuss personnel

Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Wednesday, February 07, 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 fourteen (14) 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 Debnam made the motion; seconded by Commissioner Knight to approve the Agenda. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Debnam to approve the minutes of the January 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 January 2018. The motion voted and carried unanimously.

Annual Audit Proposal - Commissioner Spragins presented the annual audit proposal from Larry Carpenter, CPA in the amount of \$5,900.00 to audit the financial and accounting records for the Town of Littleton. This will be the third year the audit will be conducted by Larry Carpenter. The fee is the same as the previous year. Commissioner Pitchford made the motion; seconded by Commissioner Debnam to accept the proposal from Larry Carpenter for to audit FY 2017-2018 in the amount of \$5,900.00. The motion voted and carried unanimously.

Proclamation honoring “Black Heritage Month” – Mayor Scott read the Proclamation from the Office of the Mayor of the Town of Littleton honoring “Black Heritage Month”. He requested all Americans join in celebrating our diverse cultures and recognize black heritage this month.

Littleton Pocket Park Update – Mrs. Sylvia Alston updated the Board on the progress of the Littleton Pocket Park. Firstly the equipment has been ordered and should be delivered around March 15th. Building on the property needs to be demolished and the ground graded. The Lion’s Club is planning to install outdoor classroom. Lastly a fence needs to be installed. She has only received one bid for the fencing. The bid was \$12,500.00 for fencing. Present three bids for the demolition of building and fence on town property these include MJ Price \$3200.00 included permit fee, Rick Bostic \$2000.00 included permit fee and Marion Alston in the amount of \$1550.00, does not include permit fee. She requested the Board consider the three bids. Commissioner Spragins made the motion; seconded by Commissioner Pitchford the Board to accept the bid from Marion Alston Construction in the amount of \$1550.00 and the town be responsible obtaining the permit. She also requested the Board and Town be responsible for notifying the property owner regarding removal of personal items in the building pending demolition. Commissioner Pitchford made the motion; seconded by Commissioner Debnam to have Kris Gardner notify the property owner immediately that items should be removed within 10 days. The building needs to be demolished by March 1, 2018. Mayor Scott thanks Mrs. Alston for her hard work on the project. ****ACTION ITEM**** Clerk to contact attorney Kris Gardner to contact property owner to remove all contents within 10 days.

Resolution in support of condemning properties - Commissioner Pitchford read a Resolution in support of demolition of properties unfit for human habitation. Commissioner Pitchford made the motion, seconded by Commissioner Knight in support of resolution. The motion voted and carried unanimously.

Citizen Concerns and Comments –Pastor Nada Diana Bobbitt, 104 West North Main Street, Littleton. Pastor Bobbitt (former Mayor of Littleton) expressed concern regarding the rights and privileges of the Mayor. She requested the Board consider restoring the rights of the Mayor to represent the Town as one voice and leader of the Town.

Mr. Buddy Isles, Sr. spoke on behalf of the GLDP – Greater Littleton Development Partnership. Mr. Isles informed the Board he was recently elected as President of the local non-profit organization. He mentioned the group is active and working on the parking lot project. He added that he would like to make monthly updates to the Board at the regularly scheduled meetings.

Commissioner Reports:

Street Report – Commissioner Barcelo reported he has followed up with Pair Management regarding the sidewalk request on Hwy 158. He is working with Duke Progress on additional lighting in town. He reported he is developing a plan for leaf and debris pick up. He mentioned repairing pot holes is a priority. He is ordering some stone and gravel for immediate relief and he is getting estimates for permanent repairs to the roads in town.

Cemetery Report – Commissioner Knight reported that seasonal decorations at the cemetery should be picked up no later than February 15, 2017. She also reported she was appointed Library Commissioner at the last town board work session and the Library would be recommending an additional appointment to replace Bonita Knight,

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 January 2018, Littleton Township. A copy of the Police Report is hereby incorporated into the minutes. Commissioner Pitchford announced the upcoming relocation (02.24.2018) of the Littleton Police Department to the Littleton Town Center. The USDA application continues in process for the renovation of the police department.

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

Citizens Comments on Commissioner Reports – Mrs. Sylvia Alston resident at 84 Boxwood Court, Littleton and 216 Mosby Avenue, Littleton inquired why the Police Department had open invoices for service between September, October, November and December 2017. She added as a former Commissioner those invoices should have been approved prior to the end of the year. Commissioner Pitchford responded that the mechanic had not sent the invoices. Mrs. Alston then inquired if there been a reimbursement for expenses related to the park? Clerk Wanda Clark replied that there had not been a reimbursement yet and that there was a requested deed verbiage change currently pending with attorney Larry Armstrong. The amount spent to date for the park exceeded \$30,000.00.

Mayor’s Remarks – Mayor Scott remarked Ella Baker Day is scheduled for April 13, 2018. He shared a great opportunity to learn more about Ella Baker with the showing of the movie “Fundi” at the Library on February 1, 2018, 5:30 pm..

At 7:11 pm Commissioner Pitchford made the motion: seconded by Commissioner Spragins to go into Closed Session pursuant to NCGS 143-318.11(a)(6) – To discuss a personnel matter.

The Board returned to Open Session at 7:43 pm.

Commissioner Pitchford made the motion; seconded by Commissioner Knight to hire Mark Oakley part time at \$12.50 per hour contingent on certification from NC Dept of Justice, training and standards division. The motion voted and carried unanimously. Commissioner Pitchford then made the motion; seconded by Commissioner Spragins to hire Aaron Smith part time \$12.50 per hour contingent on certification from NC Dept of Justice, training and standards division. The motion voted and carried unanimously.

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

Clerk

General account of Closed Session

The Board discussed personnel issues related to the Police and Water Sewer Departments.