

**TOWN OF LITTLETON**  
P. O. BOX 87  
LITTLETON, NORTH CAROLINA  
27850  
TELEPHONE (252) 586-2709

August 3, 2009

AGENDA

1. Call regular meeting to order at 7:30 p.m.
2. Pledge of Allegiance.
3. Consider approval of minutes of meeting(s) held in July, 2009.
4. Approve for payment bills made in July, 2009.
5. Citizens concerns.
6. Reschedule September meeting.
7. Consider acceptance of **Water Supply Loan ARRA Project # DEH-1114** and authorize Mayor to sign required documents. (loan is part of Supplemental Grant for North Side Project)
8. Consider **North Side (Main Street) Water Supply and Distribution System Project, Grant Number 2009-364-40101-112. Project Ordinance (O-09-003).**
9. Consider contract with UCPCOG for administration of North Side Water Supply and Distribution Grant. (correction – ARRA Water Supply System Project DEH-1114)
10. Consider acceptance of **COPS Grant #2009RKWZ0555** for 1 officer position.
11. Commissioners reports on activities in July, 2009.
12. Adjourn.

Additional Items:

The Board of Commissioners of the Town of Littleton held their regular meeting Monday, August 3, 2009, at 7:30 p.m. at the Town Hall. Commissioners present were Betty Willis, Patrick McAtee-MacRae, Clara Debnam, Jimmy Kearney and Terry Newsom.

Mayor Hawfield opened the meeting with the Pledge of Allegiance.

Commissioner Debnam made a motion, seconded by Commissioner Newsom, to approve the minutes of July as presented. The motion was voted and carried.

Following Mayor Hawfield advising the Halifax County water bill was down due to the installation of a new meter and the aerator repairs were hopefully a one time expense, Commissioner Willis made a motion, seconded by Commissioner Debnam, to pay the bills as presented. The motion was voted and carried. Mayor Hawfield commented that they were just about through with pulling the ditches.

Karen MacRae requested reimbursement of \$75.00 for a bill for having a plumber called to her house due to a leak after two Town employees informed her that the leak was hers to handle. Karen MacRae requested reimbursement because she called her home warranty company and their minimum charge of \$75.00 applies to any visit. The Town had the leak fixed a couple of days after it being reported when it was determined the leak was in the meter box. Commissioner Willis advised she should have called Superintendent Keith Hamm or the Town Clerk's office first, further, her utility bill had already been adjusted over \$200.00 for the leaked water and she didn't think there should be a precedent set. Mr. Hamm explained that the plumber had also replaced internal parts in her commode and fixed a leaking faucet. Following further discussion, Mayor Hawfield suggested a compromise where the Town might pay half of the \$75.00, to which Commissioner Willis objected. More discussion followed and the ruling stood.

Following discussion, Commissioner Willis made a motion, seconded by Commissioner Kearney, to reschedule the September meeting to Tuesday, September 1, 2009, due to the Labor Day Holiday. The motion was voted and carried.

Mayor Hawfield explained a loan in the amount of \$214,169 would be used in conjunction with a Rural Center grant, ½ the loan would be forgiven and the remainder would be at 0% interest for 20 years. Commissioner Willis made a motion, seconded by Commissioner Debnam to accept the loan (**Water Supply Loan ARRA Project # DEH-1114**) and authorized the Mayor to execute the required documents. In discussion it was mentioned that utility rates may need to be increased, the State would advise the Town if necessary. The motion was voted and carried with Commissioners Willis, Debnam, MacRae and Kearney voting in favor and Commissioner Newsom opposing the motion.

Commissioner Willis made a motion, seconded by Commissioner Newsom, to adopt the **North Side (Main Street) Water Supply and Distribution System Project, Grant Number 2009-364-40101-112. Project Ordinance (O-09-003)**. The project ordinance would include the grant and the loan. The motion was voted and carried.

Commissioner Willis made a motion, seconded by Commissioner Kearney, to approve the administration contract with UCPCOG (ARRA Water Supply System Project DEH-1114). The motion was voted and carried. In discussion, Dennis Patton explained the reason for pursuing the Warren County water connection was due to the problems the Town had been having with its water supply, DENR would shut down the other jobs without the interconnection as a safety valve.

Mayor Hawfield reported the Town had received the COPS Grant to hire a police officer, the grant would pay for 3 years and the Town would have to pay an additional years salary. A short discussion of the starting

salary followed. Commissioner Newsom made a motion, seconded by Commissioner MacRae, to accept the COPS Grant. The motion was voted and carried.

Commissioner Kearney stated he would like to see the streets listed on the invoices from Annie's Construction and noted a correction on one bill; Hackett Street should have been High Street. Mayor Hawfield agreed stating the information was necessary for a State report.

Commissioner Debnam gave the budget report for July, General Fund revenues YTD \$3,109.04 or 0%, expenditures 37,082.87 or 6%, Water & Sewer Fund Revenues YTD \$30,285.16 or 9% and expenditures 18,479.50 or 3%.

Commissioner Newsom gave the police report for August, advised Officer Jenkins was still out so had been moved to part-time and the new officer would fill his full time position.

Commissioner Willis reported there had been no spills, violations or inspections. The Town had purchased 2,141,000 gallons of water and sold 2,349,000. There had been a couple of days unmetered due to the replacement of Halifax County's meter and they would track the readings for 6 months and see what happened. Commissioner Willis also reported a customer had been complaining about a spigot leaking in her yard. Every thing had been done to fix the problem but the spigot was on her property and it was up to her to make any repairs.

Commissioner MacRae reported the Library Committee had met and had motioned to cease the attempt to use McIver because of the costs involved. Instead he would be checking on ARRA money for the Library, but they needed to be shovel ready and that meant having blueprints. There was nothing in the budget for this year but he would be working on what he could in the meantime. Commissioner MacRae also expressed his appreciation to the Baptist Church for solving the rest room problem at the Library by offering the use of their facilities.

Commissioner Willis reported the water line loop would be started soon, T.A. Loving had been awarded the contract and the storm water project would also be starting within a couple weeks and Rightmyer had gotten that bid. In response to a question from Commissioner Newsom, Commissioner Willis stated the problem on Joe Ellis Road had been taken care of.

Commissioner Kearney made a motion, seconded by Commissioner Willis, to adjourn the meeting at 8:18 p.m. The motion was voted and carried.

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Clerk