

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

January 4, 2010

AGENDA

1. Call regular meeting to order at **6:30 p.m.**
2. Pledge of Allegiance.
3. Invocation.
4. Consider approval of minutes of meeting(s) held in December, 2009.
5. Approve for payment bills made in December, 2009.
6. Consider closing Hwy 158 for Martin Luther King Parade.
7. Consider Budget Amendment for COPS Equipment Grant.
8. Consider resolution **“Designation Of Authorized Bank Signatures/Town Agents (R-10-001).”**
9. Consider resolution **“Approving Construction Contract for the Littleton – Warren County Connection Grant” (R-10-002).**
10. Consider acceptance of water purchase contract with Warren County.
11. Consider 2% raise for the following full time employees: Taylor, Suggs, Medlin, Hamm, Bolton & Williams. (2% intended by former Mayor Hawfield, 1.5% entered into budget)
12. Citizens concerns.
13. Commissioners reports on activities in December, 2009.
14. Motion to enter into Executive Session pursuant to NCGS 143-18.11(a)(6) to discuss personnel issues.
15. Adjourn.

The Board of Commissioners of the Town of Littleton held their regular meeting January 4, 2010, at 6:30 p.m. at the Town Hall. Commissioners present were Patrick McAtee-MacRae, Clara Debnam, Heidi Hogan, Terry Newsom and Jimmy Kearney.

Mayor Willis opened the meeting with the Pledge of Allegiance followed by an Invocation.

Mayor Willis expressed the thanks and appreciation for the work Chief Suggs, Officers Greg Bolton and Doug Elliot did on cleaning and rearranging the Town Hall meeting room.

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

Commissioner Hogan made a motion, seconded by Commissioner Kearney, to approve payment of the bills made in December. The motion was voted and carried.

Commissioner Debnam made a motion, seconded by Commissioner Newsom, to allow the request for the Martin Luther King, Jr. Day parade (to be held January 18, 2010). The motion was voted and carried.

Commissioner MacRae made a motion, seconded by Commissioner Newsom, to approve the budget amendments as presented. The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Commissioner Debnam made a motion, seconded by Commissioner Kearney, to adopt resolution **“Designation Of Authorized Bank Signatures/Town Agents (R-10-001).”** The motion was voted and carried with Commissioners Debnam, Kearney, Hogan and Newsom voting in favor and Commissioner MacRae opposing. A copy is hereby incorporated by reference and made a part of these minutes.

Following Mayor Willis reading the resolution approving the lowest bid contract with Williams Utilities in the amount of \$109,850.00, Commissioner Kearney made a motion, seconded by Commissioner Hogan to adopt resolution **“Approving Construction Contract for the Littleton – Warren County Connection Grant” (R-10-002)** The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Following Mayor Willis explaining the water purchase contract extension with and into Warren County would provide an additional water source, the price was inline with Halifax and the contract was for only 20 years, Commissioner MacRae made a motion, seconded by Commissioner Newsom, to approve the Water Purchase Contract with Warren County. The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Commissioner Newsom made a motion, seconded by Commissioner Debnam, to approve a 2% raise for the following full time employees: Taylor, Suggs, Medlin, Hamm, Bolton and Williams. The motion was voted and carried.

Mayor Willis advised that after tonight’s meeting, citizens with a concern would be required to submit a request to be place on the agenda the Thursday before the Monday night meeting. This would allow time to work on solving the problem before the meeting.

Leroy Williams stated he had property on Oak Street and wanted to talk to someone about placing a double wide mobile home on the lot. He also wanted to know the status of his old water and sewer taps. Mayor Willis stated this was a good example of what could have been handled before the meeting and told him she would have someone out to look at his property and taps.

“Buzzy” Parker asked about the contractors and stated the dirt was sinking around his newly installed meter. Mayor Willis explained work would be starting back up and they would be checking on the meters.

Commissioner Hogan gave the budget report for December; General Fund revenues YTD \$206,666.25 or 35% and expenditures \$254,594.37 or 43%, Water & Sewer Fund Revenues YTD \$160,357.70 or 49% and expenditures 204,546.18 or 63%.

Commissioner Debnam reported the Town had purchase 2,800,000 gallons of water and sold 1,647,000, unaccounted for water was 858,000 gallons. Hydrants had been flushed for TTHM and HAA testing and two bacterial tests were negative. For the sewer system there had been no spills or violations. Mayor Willis there had been a lot of water coming through the County’s pumps into town and she was getting up with the County about the problem and there may be some adjustment.

Commissioner Newsom gave the police report for December.

Ethics training classes were discussed Commissioner MacRae stated he would like to attend one of the classes. Commissioner MacRae also requested training on the grant process and other commissioners concurred. Mayor Willis said she would get with the engineer to talk with the Board. Commissioner MacRae commented on the lack of progress on Warren Street and Mayor Willis they would be back to work in a couple days. Also, due to Halifax County not funding the program this fiscal year, in Halifax County it cost \$50.00/hour instead of \$25.00/visit for beaver control through USDA. Luckily the storm drain pond that needed beaver control was in Warren County. Following discussion, Commissioner Hogan made a motion, seconded by Commissioner Kearney to contact Halifax County to inform them of the Boards support for putting beaver control back in the County’s budget for FY 2010-11. The motion was voted and carried.

Commissioner MacRae recommended posting a proposed work schedule for the various grant contractors and discussion followed. Mayor Willis stated the work schedules changed but the contractors needed to make people aware when they were working in their area.

Commissioner Newsom made a motion, seconded by Commissioner Kearney, to enter into Executive Session pursuant to NCGS 143-18.11(a)(6) to discuss personnel issues. The motion was voted and carried at 7:10 p.m.

Mayor Willis advised the Board would return to regular session.

The regular meeting resumed at 7:25 p.m.

Commissioner Newsom made a motion to keep Officer Jenkins as a part time office at no cost to the Town and require he comply when subpoenaed for court cases. The motion died for lack of a second.

Following a short discussion, Commissioner MacRae made a motion, seconded by Commissioner Debnam, that Officer Jenkins employment be terminated unless the his doctor releases him to return to work and he notifies the Town in writing before next Tuesday (January 12, 2010). The motion was

voted and carried with Commissioners MacRae, Debnam, Kearney and Hogan voting in favor and Commissioner Newsom opposing.

Mayor Willis adjourned the meeting at 7:30 p.m.

Clerk

General Account and Minutes of Closed Session Pursuant to NCGS 143-318(a)(6)

The executive session convened at 7:11 p.m.

Chief Suggs updated Mayor Willis and the Board of Commissioners on Officer Jenkins' status. There was further discussion following Chief Suggs departure from the meeting.

Commissioner Debnam made a motion, seconded by Commissioner Newsom, to return to regular session at 7:25 p.m. The motion was voted and carried.

Clerk