

The Board of Commissioners held a work session Monday, March 28, 2011, at 2:00 pm, at the Littleton Sales building office at 114 E. South Main Street. Commissioners present were Heidi Hogan, Patrick McAtee-MacRae, Jimmy Kearney and Terry Newsom. Commissioner Debnam arrived after the meeting started.

Following some questions and short discussion, Commissioner Newsom made a motion seconded by Commissioner Kearney, to approve the budget amendments as presented. The motion was voted and carried and a copy is hereby incorporated by reference and made a part of these minutes.

Mayor Willis read a letter from Kerry Morrow, an engineer with the North Carolina Department of Transportation, requesting being placed on the agenda to address the Board at their meeting in April concerning the Halifax County Comprehensive Transportation Plan (CTP).

The Board discussed some budget line items, during which Commissioner Debnam arrived. Mayor Willis advised Jim Skilton with Southern Corrosion was recommending reversing the payment plan for the water tower maintenance, starting out with the lower payments.

Mayor Willis recognized Mark Russell, owner of Mack Gay and Associates, his surveyor Scott Baumgartner and Dennis Patton with Upper Coastal Plain Council of Government.

Mr. Russell advised he was there in response to a request from Commissioner Hogan to answer questions. During the discussion and questions and answers, Mr. Russell informed the Board Freddie (Annie's Construction) would be responsible for supplying and replacing the sewer cleanouts installed with tees with the wyes specified in the contract. The other three quadrants would be inspected and work was expected to be finished by September, they expected to finish the inspections by the end of April. Mr. Russell stated he would keep the Board apprised of progress with monthly reports.

Mr. Russell went on to explain the good things that Mayor Willis, his firm and Upper Coastal Plain Council of Government had done for the Town in the way of grants, parlaying less than \$100,000 into about \$5,000,000 in various grants. In discussion it was brought out that there had been poor communication leading to an escalation of the problem.

Mr. Russell advised the North Side water line project was getting ready to start which would get rid of the small diameter galvanized lines. The bid had been let several months ago and was significantly under budget so they had a wish list to submit as a one shot deal. Mr. Patton advised they would ask to upgrade fire hydrants, loop Cherry Street water line, and split out some meters. New meters would be installed and new software was included for the new system. Mr. Russell reported they had upgraded their technology at Mack Gay and would be providing upgraded As Built Maps. During discussion, it was brought out the Town would have to pay about 5% of the grant total for engineering services. During Further discussion Mr. Russell stated he didn't know whether Williams Utilities would sub out any of their work to Freddie and the amount charged for the engineering on A Street was questioned.

Commissioner Newsom brought up the internet café Michael Love wanted to open in Town and stated he had gotten complaints. Commissioner Kearney stated he had contacted the Town Attorney and had asked him to attend the next meeting to address the issue. Discussion continued including whether Mr. Love needed to apply to the Board for a game room license and Mayor Willis advised Mr. Love was already setting up his business.

Commissioner Hogan brought up adopting a resolution dealing with meetings and having two Board Members present. Mayor Willis stated a resolution wasn't needed as she reported back to the Board. Discussion followed including informing the Commissioner whose department was involved of the meeting or the Mayor Pro Tem and Commissioner Hogan stated she would bring the resolution up at the next regular meeting.

The meeting was adjourned at 3:55 pm.

Clerk