

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

March 3, 2014
Rescheduled to Thursday, March 6, 2014

AGENDA

1. Call regular meeting to order **4:00 p.m.**
2. Pledge of Allegiance followed by Invocation.
3. Consider approval of minutes of meeting(s) held February, 2014.
4. Approve for payment bills made in February, 2014.
5. CDBG Monthly Performance Status Report.
6. Consider Proposed Budget Amendments
7. Consider Flowers & Stanley, LLC proposal for 2013-14 - \$5,900 plus \$250.00 for AFIR and \$125.00/ hour for Financial Statements
8. Consider authorizing Clerk to change Logics License Status.
9. Citizens Comments/Concerns:
 - a.
10. Commissioners reports on activities in February, 2014.
11. Citizens Comments – comments/questions limited to 2 minutes
12. Mayor's remarks.
13. **Motion to enter into closed session pursuant to NCGS 143-318.11(a) (6) to discuss personnel.** (and (3) to consult with attorney)
14. Adjourn.

Next regular meeting scheduled Monday, April 7, 2014 at 6:30 pm.

Due to the weather, the Board of Commissioners of the Town of Littleton held their regular meeting on Thursday, March 6, 2014, at 4:00 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Terry Newsom and Heidi Hogan.

Mayor Nada Diana Bobbitt opened the meeting with the Pledge of Allegiance followed by the invocation.

Commissioner Pitchford made a motion seconded by Commissioner Alston, to approve the minutes from February as written. The motion was voted and carried.

Following Commissioner Newsom asking a question and the Clerk explaining the amount of \$1,083.90 reimbursing the Town from the Library Fund monies for rent had been inadvertently left off the AP's spreadsheet, Commissioner Newsom made a motion seconded by Commissioner Hogan, to pay the bills as presented. The motion was voted and carried.

Following review of the report, Commissioner Hogan made a motion seconded by Commissioner Newsom, to submit the CDBG Monthly Performance Status Report. The motion was voted and carried and a copy is hereby incorporated by reference and made a part of these minutes.

Following discussion, Commissioner Alston made a motion seconded by Commissioner Pitchford, to accept 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.

Commissioner Alston made a motion seconded by Commissioner Pitchford, to accept the audit proposal from Flowers & Stanley, LLC proposal for 2013-14 - \$5,900 plus \$250.00 for AFIR and \$125.00/ hour for Financial Statements. The motion is voted and carried.

The Clerk advised that to continue using the history from the old utilities billing software, Logics, a change Logics license status needed to be approved. Commissioner Newsom made a motion, seconded by Commissioner Hogan, to authorize the Clerk to sign the Logics License Change in Status. The motion was voted and carried.

Commissioner Alston reported the cemetery had been inspected two times and was pursuing ways to clean and clear the cemetery. She was looking into a study on cemeteries in Halifax about how to find out who was buried on lots. There had been no clean up days at the cemetery due to the weather.

Commissioner Hogan reported she had spoken with "Buster" Dawson; all the paperwork (Library Catalyst Project) for R & L Builders was in and Mr. Dawson would call Monday to set the date for R&L to sign (the contract). Discussion included considering paint colors and upgrades if funding permitted.

Commissioner Hogan reported she and Commissioner Newsom had met with Juvenile Probation workers and they had agreed to supervise community service juveniles to clean streets and the cemetery. The Town would have to provide shovels, rakes, etc. Commissioner Hogan asked the Board to consider supplying the equipment and discussion followed. It was the consensus the Town would pay half and the Powell Bill half for the tools and Commissioner Alston said she would check on a source for used tools.

Commissioner Newsom gave the police report for February; there were no major problems with the cars this month.

Commissioner Pitchford gave the budget report; General Fund revenues YTD \$409,692 or 66%, expenditures \$300,536 or 48%, Water/Sewer Fund revenues YTD \$260,994 or 69% and expenditures \$229,647 or 64%.

Superintendent Hamm reported the Town had purchased 2,418,000 gallons of water and sold 2,010,000 gallons, two bacterial tests were negative. Commissioner Newsom reported he and Mr. Hamm had worked with a utilities customer who had concerns about his water bill until he was satisfied. Mr. Hamm went on to report there had been no overflow, inspections or violations of the wastewater system but the Town would be receiving a notice of non-compliance which would include a fine. The Board discussed a complaint by Ms. Boone about Mr. Hamm attempting to inform her of a possible water leak. Mr. Chichester advised Mr. Hamm to keep a record of what transpired.

Mayor Bobbitt advised the next regular meeting would be April 7th and the next work session March 11th.

Commissioner Alston advised there would be a public meeting March 13th on recreational needs and encouraged everyone to attend.

Mayor Bobbitt welcomed Wanda Clark as the new clerk/finance officer as of April 1st. Commissioner Alston thanked Clerk Sheila Taylor for all her years of service. There would be a dinner in her honor March 21st at the Littleton Volunteer Fire Department.

Clerk