

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

June 01, 2015

AGENDA
Public Hearing FY 2015-2016 Budget 6:15 pm

1. Call FY 2015-2016 Budget Public Hearing to order at 6:15 p.m.
2. Adjourn Public Hearing

AGENDA
Regular Scheduled Monthly Board Meeting 6:30 pm

3. Call Regular meeting to order 6:30 p.m.
4. Pledge of Allegiance followed by Invocation.
5. Motion to Approve Agenda
6. Consider approval of minutes of meeting(s) held May, 2015.
7. Approval for payment of bills made in May, 2015.
8. Consider Budget Amendments May 2015.
9. Northside Water Grant Update – Mr. Mark Russell, Mack Gay Assoc./ Mr. Ken Smith, KBS Construction/ Mr. Joe Dooley, Upper Coastal Plains Council of Government
10. Consider **Town of Littleton Budget Ordinance FY 2015-16 (O-15-001).**
11. Citizens Comments/Concerns limited to 5 minutes.
 - a. Anita Jones – Beach Bingo
12. Commissioners reports on activities in the month of May 2015.
13. Citizens Comments – comments/questions limited to 2 minutes.
14. Mayor’s remarks.
15. Motion to enter into closed session pursuant to NCGS 143-318.11(a) (3) to consult with attorney.
16. Adjourn.

Next regular meeting scheduled Monday, July 06, 2015 at 6:30 pm.

Town of Littleton Budget Hearing
6:15 pm 06/01/2015

The Board of Commissioners of the Town of Littleton held its annual Public Budget Hearing on Monday, June 01, 2015, at 6:15 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Clara Debnam and Heidi Hogan and Town Attorney Kris Gardner. Mayor Pro Tem Terry Newsom presided over the meeting. Three members of the public were also in attendance.

Mayor Pro Tem Newsom called the Budget Hearing to order at 6:15 pm. He asked Finance Commissioner Gerleen Pitchford to please publically read the Budget Ordinance for FY 2015-2016. The revaluation of property tax values by Halifax County was the determining factor in the tax rate increase over the revenue neutral tax rate. After a brief discussion and no public comment the budget hearing was closed.

Commissioner Pitchford made the motion seconded by Commissioner Alston to adjourn the FY 2015-2016 Budget Hearing. The hearing adjourned at 6:22 pm

Town of Littleton Board Meeting
6:30 pm 06/01/2015

The Board of Commissioners of the Town of Littleton held the regular Monthly Board Meeting on Monday June 01, 2015 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Clara Debnam and Heidi Hogan and Town Attorney Kris Gardner. Mayor Pro Tem Terry Newsom presided over the meeting. Twenty-one members of the public were also in attendance.

Mayor Pro Tem Newsom called the meeting to order at 6:30 pm and opened the meeting with the Pledge of Allegiance followed by the invocation.

Commissioner Debnam made a motion seconded by Commissioner Hogan, to approve the Agenda. The motion was voted and carried.

Commissioner Alston made a motion seconded by Commissioner Pitchford to approve the minutes from May 2015 as written. The motion was voted and carried.

Commissioner Alston made the motion seconded by Commissioner Pitchford to approve the payment of the bills made in the month of May 2015. The motion voted and carried.

Commissioner Alston made the motion seconded by Commissioner Debnam to approve the budget Amendments May 2015. The motion voted and carried, 4 in favor, 1 opposed.

Mayor Pro Tem introduced Mr. Mark Russell, Engineer with MackGay & Associates to update the Board on the status of the continuing construction of the water lines, valve and hydrants in Northside Waterline grant project. Mr. Ken Smith reported the majority of the work has been completed. Mr. Russell addressed the difficulty of isolating the abandoned water lines within the town as part of the project. He made the recommendation the town purchase a water line locator with some of the grant

funds remaining available. He submitted a sample product in the price range of \$3K for the town to review. The equipment would remain the property of the town at the end of the project. Mr. Keith Hamm agreed the town does not have an accurate map of the underground water lines and this type of the equipment would be an asset to the water and sewer department. Mr. Joe Dooley, Upper Coastal Plain Council of Government agreed the equipment would benefit the town. Commissioner Alston agreed the purchase of the equipment may be in the best interest of the town however she shared her concern for the late submittal of information to Mr. Hamm and the Board of Commissioners.

Mr. Russell reported his communication with Mr. Keith Krizwicki, grant administrator on extending the end date of the grant from June 30, 2015 an additional 30 days or until the project was complete. Additional time is needed to complete the abandonment of the water lines and a storage building at the waste water treatment plant. Mayor Pro Tem Newsom suggested Mr. Russell request an additional 60 days to extend the grant to August 30, 2015. Commissioner Alston made the motion seconded by Commissioner Debnam to extend the grant to August 30, 2015. The motion voted and carried. Mr. Russell will draft the letter to Mr. Krizwicki.

Mr. Mark Russell briefly updated the Board on the Warren County water line connection. He reported all required equipment had been installed and he is working with Mr. Macon Robertson to complete the telemetry and certification work by June 30, 2015.

With no additional comments Mayor Pro Tem Newsom thanked Mr. Russell, Mr. Smith and Mr. Dooley for their attendance and update.

Citizen Valerie Lucas addressed the Board on the quality of the water supply to her home at 125 College Street. Mr. Hamm has been to the home several times to access the situation. He has flushed the water at the hydrant but the problem returns within a few short days. Mr. Hamm will contact Mr. Dwight Lancaster, NC Rural Water to review and possibly do an onsite evaluation to determine the cause of the issue.

FY 2015-2015 Budget Ordinance (O-15-001) Commissioner Pitchford made the motion seconded by Commissioner Debnam to adopt the Budget Ordinance. The motion voted and carried with a 4-1 vote.

Mr. Anita Jones – Public Comment - Mrs. Jones, Roanoke Rapids resident expressed her interest in opening a Beach Bingo establishment on South Main Street in downtown Littleton. Following discussion the Board recommended turning this issue over to the Planning and Zoning Board.

Cemetery Report – Commissioner Alston reported the Cemetery Committee met with Mr. Wyatt Pigram and the committee continues to work mapping the graves.

Street Report – Commissioner Hogan reported debris and leaf pickup is scheduled for July 1, 2015. She reported the clearing of the Pedestrian area behind the Library will begin this month. RFP for Landscaping has gone out. The Littleton Lions Club has agreed to run the electric conduit to seasonally light the trees.

Finance Report – Commissioner Pitchford read the May Finance Report. A copy is hereby incorporated into the minutes.

Police Report – Commissioner Pitchford read the May Police Report. A copy is hereby incorporated into the minutes.

Water/Sewer Report – Commissioner Debnam read the May (04.15-05.15) Water/Sewer Report. A copy is hereby incorporated into the minutes.

Citizen’s Comments – Ms. Evelyn Milton asked Commissioner Hogan on the status of debris piled at the intersection of High and Church Streets. Commissioner Hogan reported the homeowner is responsible for removing that particular pile of tree debris.

Mayor’s remarks - Mayor Pro Tem Newsom announced the Town Hall would be closed Wednesday June 24, 2015 to allow Clerk Clark and Chief Bowens to attend mandatory training in Raleigh, NC for the recently awarded Governor’s Crime Commission grant.

Motion to go into closed session pursuant to NCGS 143-318.11(a)(3) to consult with attorney made by Commissioner Alston seconded by Commissioner Pitchford. The motion voted and carried.

Commissioner Pitchford requested Mr. Keith Hamm and Chief Bowens remain for the closed session.

With no further business Commissioner Pitchford made the motion to adjourn closed session at 8:40. Commissioner Alston seconded the motion. The motion voted and carried.

With no further business Commissioner Pitchford made the motion, seconded by Commissioner Hogan to adjourn the Board Meeting at 8:41p.m. The motion was voted and carried.

Clerk