

Town of Littleton
Board of Commissioners Work Session Agenda –
December 15, 2015 10:00am

Agenda

Website – Leslie will provide an update
Bacon Road – permission to advertise property for sale
Unpaid Property Taxes
Jimmy King lift station
Town Center water meters
Storm water pipe issues at Minute Check
Jamie Riggin – Mulberry Street flooding
Engineer of Record for the Town of Littleton

The Board of Commissioners of the Town of Littleton held a work session on Tuesday, December 15, 2015 at 10:00 am at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Heidi Hogan, Don Spragins. Mayor Pro Tem Clara Debnam presided over the meeting. Commissioner Sylvia Alston was excused from the meeting to attend a presentation by the Ella Baker Committee. Three members of the public were in attendance (Charles Harvey, Ron Girdley and Kim Gray).

Mayor Pro Tem Debnam called the meeting to order at 10:00 am.

Website - Leslie Carver updated the Board on the progress of the website. She continues to work on developing the site as time allows and has temporary test sites available for review and input. Commissioner Hogan inquired if a non-interactive Facebook page was an option as an official site for town notifications. Discussion was held on the limitations and cautions of government entities using Social Media. Mr. Harvey requested he be able speak. He suggested the Board review the Town of Weldon, NC website. He has contacted the company that created and maintains the site. The estimated costs were \$2500.00. He stated his concerns for internet searches of Littleton, NC that reflect negatively and present misinformation on the town and immediate area.

Bacon Road – Discussion was held on town property located at 418 Bacon Road. Commissioner Pitchford made the motion to have the Clerk draw up a resolution to declare the property surplus and allow the clerk to advertise the property for sale with a minimum bid of \$15,000.00 for adoption at the January 04, 2016 meeting. Commissioner Hogan seconded the motion. The motion voted and carried unanimously.

Unpaid Property Taxes (2006, 2008 & 2008) – Following discussion Commissioner Hogan made the motion and Commissioner Pitchford to allow Clerk to advertise and send letters of collection for unpaid properties for the tax years, 2006, 2007 and 2008. Commissioner Hogan requested the letters advise property owners that payment plans are an option. The motion voted and carried.

Jimmy King lift station – Following discussion on the lift station for Jimmy Kings property on Mitchell Street it was determined that the equipment in located on town property. The power responsibility should remain with the town. Commissioner Pitchford made the motion seconded by Commissioner Hogan to dismiss and retract the previous decision to send him a letter and change power supply from the Town to Mr. King.

Town Center water meters – Clerk Wanda Clark updated the Board on the matter of the interior sub meters at the Town Center. A meeting was held with Mrs. Barbara Mann, Mrs. Gussie Silver, Mrs. Belinda Rook, Keith Hamm and Wanda Clark. At that meeting it was explained that the Town was no longer able to enter the building to read the sub meters and the landlord (property owner) would be responsible for billing tenants for water usage.

Storm water pipe issues at Minute Check – Commissioner Hogan stated the storm drains at the Minute Check were clogged and would require digging up, trenching and cleaning with the jetvac to allow proper drainage on North Main Street. She is requesting the Board allow her to obtain (2) estimates and notify via email communications for estimates over \$500.00. A poll could be taken by the clerk and budgeted funds from part time salaries in Streets would pay the fees. Commissioner Hogan asked the Board if the Town should plow all streets in town when there is a snow event. Plowing is covered with Powell Bill funds.

Jamie Riggins – Mulberry Street flooding issue. Mayor Pro Tem Debnam will check with Keith Hamm on the status of this issue.

Engineer of Record for the Town of Littleton – Clerk reported that Clara Debnam, Gerleen Pitchford, Wanda Clark and Keith Hamm met with Leo Green III of Green Engineering. Commissioner Hogan requests the Board be allowed to interview engineering candidates on January 12, 2016. Clerk will post notice of the meeting and contact engineering firms (MacConnell, Steele and Green) to schedule appointments.

Discussion was held on legal review of ordinances as we do updates to the Town of Littleton. Commissioner Pitchford remarked that Officer Oakley was reviewing and updating the ordinances for Board consideration. Ordinances may be voted on by the Board but also require legal review and or codification company to verify compliance with NC General Statutes and Federal Law.

Commissioner Hogan asked the Board for their opinion of the status of the M & M Grill. There are several open issues. There are unpaid property taxes (3yrs), underground tanks need to be removed (Brownfield's Coalition has approved grant funding for the removal). Commissioner Pitchford suggested the Board consider the options at Budget time. Commissioner Pitchford remarked the Board may be interested in purchasing the property or approaching the ABC Board about purchasing the property. The Board agreed to keep the issue open for further discussion.

Commissioner Pitchford made the Board aware that the costs to the Town for the Littleton Christmas Parade a total of \$516.00 and going forward the Police Dept. will not be roping off private property.

Water/Sewer issues – Mayor Pro Tem Debnam presented to the Board a situation where a water sewer account at a rental property on Roanoke Ave. have unpaid account balances and they change water sewer account to another family member Currently owed is \$511.00 & \$176.70. The balance needs to be paid before the water can be turned back on.

Discussion was held on who would be Mayor Pro Tem in the absence of Clara Debnam. Commissioner Hogan said she would be glad to step in if necessary.

Commissioner Spragins brought to the attention of the Board that the Town really needs a Mayor. Commissioner Spragins made the motion the Board approach Mr. Ron Girdley if he would accept the position of Mayor. Commissioner Pitchford seconded the motion. Mr. Girdley replied that he would like to discuss with his wife prior to making a decision.

Commissioner Pitchford made the motion seconded by Commissioner Debnam to appoint Commissioner Spragins Finance Commissioner. The motion voted and carried.

With no further business Commissioner Pitchford made the motion, seconded by Commissioner Debnam to adjourn the meeting at 11:55 am.

Clerk