

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

AGENDA

January 04, 2016
Monthly Board Meeting 6:30 pm

1. Call meeting to order 6:30 p.m.
2. Pledge of Allegiance followed by Invocation
3. Motion to Approve the Agenda
4. Consider approval of Minutes of meeting(s) held December 2015
5. Approval for payment of bills made in December 2015
6. Adopt Bank Signature Resolutions
 - a. R-16-001 NC Capital Management Trust
 - b. R-16-002 Branch Banking & Trust
 - c. R-16-003 First Citizens Bank
7. Adopt Whistleblower Resolution – R-16-004
8. Adopt Bacon Road Sale Resolution – R-16-005
9. Citizens Comments/Concerns limited to 5 minutes –
 - a. Charles Harvey – Concerns for citizen Marlene Melvin
- 212 Mosby Avenue, Littleton, NC
10. Commissioners Reports on activities in December 2015
11. Citizens Comments on Commissioner Reports – comments/questions
- limited to 2 minutes.
12. Mayor's remarks. – Motion to appoint J. Ron Girdley as Mayor, Town of Littleton for the unfulfilled term of former Mayor Nada Diana Bobbitt (12/2017)
13. Mayor's Oath of Office
14. Motion to enter into closed session pursuant to NCGS 143-318.11(a)(3)
 - a. Consult with Attorney
15. Adjourn.

Next Board Meeting scheduled Monday, February 01, 2016 at 6:30 pm.

All meetings are open to the Public.

The Town of Littleton is an equal opportunity provider, and employer.

**Town of Littleton
Minutes 01/04/2016**

The Board of Commissioners of the Town of Littleton held the regular Monthly Board Meeting on Monday, January 04, 2016 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Heidi Hogan and Donald Spragins. Mayor Pro Tem Clara Debnam presided over the meeting. Sixteen members of the public were in attendance including Mr. Ben King (sign language interpreter).

Mayor Pro Tem Clara Debnam called the meeting to order at 6:30 pm. The meeting opened with the Pledge of Allegiance and the Invocation.

Commissioner Hogan made the motion, seconded by Commissioner Pitchford to approve the Agenda with the request by Commissioner Pitchford to table Agenda Item #6 (Bank Signature Resolutions) until the work session 01.19.2016. The motion voted and carried.

Following a brief discussion clarifying the minutes of the work session concerning the M&M Grill, Commissioner Hogan made a motion seconded by Commissioner Pitchford to approve the minutes from December 2015 as written. The motion was voted and carried.

Commissioner Alston requested further explanation of RCR invoice #753 in the amount of \$5,253.30. Water Sewer Superintendent Keith Hamm confirmed that the sewer repair at 203 Mosby Ave was the result of a former contractor not performing the sewer service lateral line work as part of the sewer infrastructure grant. A copy of the invoice had already been sent to Town Attorney, Kris Gardner. Commissioner Alston made the motion seconded by Commissioner Hogan to approve the payment of the bills made in the month of December 2015. The motion voted and carried.

Town Resolution R-16-004 (Whistle Blower Policy) – Commissioner Pitchford made the motion seconded by Commissioner Hogan to adopt R-16-004. The motion voted and carried.

Town Resolution R-16-005 (Bacon Road Property Sale) – Commissioner Hogan made the motion seconded by Commissioner Spragins to adopt R-16-005. The motion voted and carried.

Citizen Comments – Mr. Charles Harvey addressed the Board on behalf of Mrs. Marlene Melvin, 212 Mosby Avenue, Littleton, NC. Mr. Harvey alleged a history of harassment by Commissioner Alston towards her neighbor Mrs. Melvin (who is deaf). He requested the Town Board honor the former Town Clerk's (Sheila Taylor) assessment that the abandoned alley between the properties be equally split. Mayor Pro Tem Debnam thanked Mr. Harvey for his comments and the Board will take the matter under advisement.

Commissioner Reports on activities during the month of December 2015 –

Cemetery Report – Commission Alston advised there would not be a cemetery report this month.

Street Report – Commissioner Hogan requested the Board consider approval of Duke Power invoice in the amount of \$98.00 for the first four weeks of Christmas lights on North Main Street. There will be an additional invoice for two weeks. The Lion's Club will contact Duke Power to have the lights turned off on January 11, 2016. Commissioner Hogan is waiting for an additional estimate to clear the storm drain behind the Minit Check and trench the line to allow for access to clean the clogged storm water drains along North Main Street. There will be a brush pick up and a final leaf pick up the third week of January. The Town will pick up live

Christmas trees following the holidays. The Town will only engage in snow removal after the snow has stopped.

Commissioner Hogan reported the CDBG Grant work continues with the HUD house construction beginning this month.

Commissioner Hogan reported the Friends of the Library recently purchased a binding machine for the Library. The machine will be for students and children to bind their presentations.

Finance Report – Commissioner Spragins read the December Finance Report. A copy is hereby incorporated into the minutes.

Police Report – Commissioner Pitchford read the December Police Report. She noted that a total of 700 calls reported in 2015 and the report is only for calls within the Town Limits. A copy is hereby incorporated into the minutes.

Water/Sewer Report – Mayor Pro Tem Debnam read the December (11.15.15-12.15.15) Water/Sewer Report. A copy is hereby incorporated into the minutes.

Citizens Comments – Mr. Harvey inquired of Commissioner Hogan the costs of the binding machine. Commissioner Hogan confirmed the Friends of the Library purchased the binding machine, thus no cost to the Town. He also requested clarification on the amount due for the Christmas Lights on North Main. He mentioned the lights give protection during the night.

Mayor's Remarks – Mayor Pro Tem Debnam requested a motion to appoint John R. (Ron) Girdley as Town of Littleton Mayor for the remaining 2 year term of the former Mayor Diana Bobbitt. Commissioner Pitchford made the motion, seconded by Commissioner Hogan. The Board voted unanimously in favor of the motion.

Mayor's Oath of Office – John R. (Ron) Girdley was sworn in as Mayor of Town of Littleton by Town Clerk Wanda Clark.

With no further business Commissioner Alston made the motion, seconded by Commissioner Debnam to adjourn the meeting at 7:06p.m. The motion was voted and carried.

Clerk