

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town Hall
112 East South Main Street

AGENDA

February 12, 2024 6:30 p.m.

Regular Monthly Board Meeting

Held at Town Hall and remotely through Zoom

1. Call meeting to order 6:30 p.m.
2. Motion to approve the Agenda
3. Consider approval of minutes of meeting(s) held January 2023
4. Consider approval of payments of bills for January 22, 2024
5. Consider Commissioner Appointment
6. Property Tax Assessment for 2024
7. Consider approval of Main Street Bookstore Sign
8. Commissioners Reports on activities – February 2024
9. Citizens Comments and Concerns:
 - a. Bonita Knight
10. Water/Sewer Department new hire
11. Consider approval for Luke Compton – Water School
12. Consider approval for repairs to Water/Sewer Truck
13. Consider approval for repairs to East End Avenue
14. Police Station Building
15. Mayor's Remarks
16. Motion to go into Closed Session pursuant to NCGA143-318.11(a)(6) to discuss personnel
17. Adjourn

The Board of Commissioners of the Town of Littleton held the Regular Monthly Board meeting on Monday, February 12, 2024, at 6:30 p.m. at the Littleton Town Hall and remotely through Zoom. Present were Commissioners Lynn Moseley, Clyde Johnston, Ophelia Gould-Faison, Jim Skilton and Mayor Heidi Hogan, Phillip Trivette, Chief of Police, Officer Donald Duke, Luke Compton, ORC, Mattie Tyner, several citizens, and the town clerk. Mayor Hogan called the meeting to order at 6:30pm. The meeting opened with the Pledge of Allegiance. Commissioner Gould-Faison followed with the invocation.

Motion to approve agenda – Motion was made by Commissioner Skilton to approve the agenda with additions; seconded by Commissioner Gould-Faison. Motion voted and carried.

Consider approval of meeting minute(s) held January 2024 – Commissioner Skilton made the motion to approve the minutes; seconded by Commissioner Gould-Faison. Motion voted and carried. A copy of the minutes are hereby incorporated into the minutes.

Consider approval of payment of bills for February 12, 2024 - The board reviewed the presented bills. Motion made by Skilton to approve the bills; seconded by Commissioner Moseley. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Consider Commissioner Appointment – Mayor Hogan asked if the commissioners had any questions or comments for Ms. Tyner. After some discussion, Commissioner Moseley made the motion to appoint Mattie Tyner as Commissioner to the Board for the Town of Littleton; seconded by Commissioner Johnston. Motion voted and carried.

Property Tax Assessment for 2024 – Mayor Hogan noted that Halifax County has completed the reassessment for property tax and that the taxes will be going up.

Consider approval of Main Street Bookstore Sign – tabled until the next meeting.

Citizens' concerns and comments – none at this time.

Police Station Building – Mayor Hogan noted that we will need to follow the upset bid process once we receive any bids for the building. She will also have a “for sale” sign made to post at the building.

Commissioner's Reports – Water/Wastewater – Commissioner Gould-Faison noted that we are working on our grants and the engineers have been doing a lot of work preparing for the grants. Commissioner Gould-Faison asked Luke Compton, ORC to present the water/wastewater report for January 2024 to the Board.

Police Department – Commissioner Moseley presented the E911 Report for January 2024. He also noted that he has had someone look at the police building and will continue to update the board.

Finance – Commissioner Johnston stated that the audit is still ongoing.

Street Department – Mayor Hogan noted that Duke Energy is going to fix the sidewalks on Moseley and College streets.

Cemetery/Parks – Commissioner Skilton noted that he spoke with Steve Allen regarding grave locating and his is not interested. We may want to use the Street Department to do this in the future.

Consider approval for Luke Compton – Water School – Mr. Compton requested to attend water school for his water license. Commissioner Gould-Faison motion to approve the request; seconded by Commissioner Skilton. Motion voted and carried.

Consider approval for repairs to Water/Sewer Truck – Mr. Compton noted that the truck needs some repairs done to the brakes and needs new tires. He had 2 quotes for this work and Discount Tire was the cheapest at \$917.52. Commissioner Gould-Faison made the motion to approve the work for the truck to be completed at Discount Tire; seconded by Commissioner Moseley. Motion voted and carried.

Consider approval for repairs to East End Avenue – Mr. Compton noted that East End Avenue needed to be repaired and he has received a quote from KPH Paving for \$3000, he would like to use the water/sewer lawsuit funds to pay for the repairs. Commissioner Gould-Faison made the motion to approve the repairs, seconded by Commissioner Skilton. Motion voted and carried.

Police Station Building – Mayor Hogan noted that we need to know what is to be included in the bid price for the building. After some discussion, the amount owed on the building at the date of closing and the building will be sold as is. The board would like to have a sign on the building noted this. Mayor Hogan will work on having a sign made for the building.

Mayor's remarks – Mayor Hogan noted that the Brewery has asked that Church Street be closed during the First Friday event in May and we will send a letter to the NCDOT to request this. Mayor Hogan also presented a request for the Sabina Gould Day event to be held on June 15, 2024 from 9am-1pm. Commissioner Moseley made the motion to approve the event; seconded by Commissioner Skilton. Motion carried.

Motion to go into closed session – pursuant to NCGS143-318.11(a)(6) to discuss personnel. Motion made by Commissioner Gould-Faison at 8:05pm, seconded by Commissioner Skilton.

Motion to return to open session at 8:35pm.

Water/Sewer new hire – Motion was made by Commissioner Gould-Faison to offer Antonio Pearson the position with the water/sewer department that will be fulltime until June 30, 2024 at the rate of \$15 per hour; motion seconded by Commissioner Tyner. Motion voted and carried.

Employee Pay rate increase – Motion was made by Commissioner Moseley to approve the increase in the following employees payrate: Brian Teele \$15 per hour, Ellen Eller \$17.50 per hour and Josie Jones \$19 per hour; seconded by Commissioner Gould-Faison. Motion carried.

Commissioner Tyner made a motion, seconded by Commissioner Moseley to adjourn at 8:35pm. Motion carried.

Josie G. Jones, Town Clerk