

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town Hall
112 East South Main Street

AGENDA

February 24 6:30 p.m.

Roundtable 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 payments of bills for February 27, 2025
4. Police Department Request
5. Water/Sewer Processing Fee
6. Town Attorney Resignation
7. Grant Review and Updates
8. Department Inventory
9. Letter of Recognition Request
10. Motion to go into Closed Session pursuant to NCGS143-318.11 (a)(6) to discuss personnel.
11. Adjourn

The Board of Commissioners of the Town of Littleton held the Regular Monthly Board meeting on Monday, February 24, 2025, at 6:30 p.m. at the Littleton Town Hall and remotely through Zoom. Present were Commissioners Ophelia Gould-Faison, Lynn Moseley, Clyde Johnston, Mattie Tyner, Jim Skilton, Mayor Heidi Hogan, Acting Police Chief Donald Duke and the town clerk. Mayor Hogan called the meeting to order at 6:30pm.

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

Consider approval of payment of bills for February 24, 2025 - The board reviewed the presented bills. Motion made by Commissioner Gould-Faison to approve the bills; seconded by Commissioner Skilton. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Police Department Request – Commissioner Moseley asked that the Crown Vic police car be sold and a minimum bid of \$500. The motion was made by Commissioner Moseley and seconded by Commissioner Tyner. Motion voted and carried.

Water/Sewer Processing Fee – Mayor Hogan stated that the board may want to add a processing fee to the town's water/sewer bills or the possibility of rate increases. The board

held a lengthy discussion regarding the addition of this fee, the decision was made to contact Chris Williams with Halifax County to see if the county would be able to take over the management and operations of Littleton's water/sewer system. This item will be tabled until more information is received.

Town Attorney Resignation – Mayor Hogan informed the commissioners that the Town attorney, Kris Gardner, has resigned. He would like to introduce Sharon Lin from Tharrington-Smith to the board at the next meeting.

Grant Review and Updates – No updates at this time.

Department Inventory – Mayor Hogan asked that all departments take an inventory of the town property.

Letter of Recognition Request – Commissioner Gould-Faison will draft a letter in recognition of Rev. Dr. Charles McCollum, Sr. for his 50th pastoral anniversary.

Motion to go into Closed Session pursuant to NCGS143-318.11 (a)(6) to discuss personnel – motion made to go into closed session at 8:00pm by Commissioner Moseley; seconded by Commissioner Tyner.

Motion to return to open session at 8:45pm by Commissioner Moseley; seconded by Commissioner Skilton. Motion carried.

Motion made by Commissioner Moseley to promote Donald Duke to Police Chief upon Chief Trivette's last day as a town employee; seconded by Commissioner Tyner. Motion voted and carried.

Motion made by Commissioner Moseley to post a job opening for a patrol officer; seconded by Commissioner Skilton. Motion voted and carried.

Commissioner Gould-Faison noted the town received an email from Lucy Shivers regarding flooding in her yard. Commissioner Gould-Faison will be following up on this issue.

Commissioner Moseley made a motion, seconded by Commissioner Tyner to adjourn at 9:00pm. Motion carried.

Josie G. Jones, Town Clerk