

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town Hall
112 East South Main Street

AGENDA

January 13, 2025 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. Citizenship Awards
4. Consider approval of minutes of meeting(s) held December 2024
5. Consider approval of payments of bills for January 13, 2025
6. Record Retention
7. Consider approval of Resolution Disposition of Town Property
8. Consider approval of Resolution Pre-Construction Planning Grant
#SRP-W-ARP-0254
9. Commissioners Reports on activities – December 2024
10. Citizen's Comments and Concerns
 - a. Kim Gray
11. Mayor's Remarks
12. Motion to go into Closed Session pursuant to NCGA143-318.11 (a)(3) to consult with attorney.
13. Adjourn

The Board of Commissioners of the Town of Littleton held the Regular Monthly Board meeting on Monday, January 13, 2025 at 6:30 p.m. at the Littleton Town Hall and remotely through Zoom. Present were Commissioners Lynn Moseley, Clyde Johnston, Mattie Tyner, Jim Skilton, Ophelia Gould-Faison, and Mayor Heidi Hogan, Attorney Kris Gardner, Phillip Trivette, Chief of Police, Officer Donald Duke, 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 made by Commissioner Moseley to approve the agenda; seconded by Commissioner Tyner. Motion voted and carried.

Citizenship Awards – Chief Trivette presented Citizenship Awards to Carlos Herrera, Carlos Herrera, Jr. and Issac Pulley for all their help assisting the Police Department with the parades that are held in town. Chief Trivette thanked them for all their assistance during these events.

Consider approval of meeting minute(s) held December 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 January 13, 2025 - The board reviewed the presented bills. Motion made by Commissioner Skilton to approve the bills; seconded by Commissioner Moseley. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Record Retention – The commissioner reviewed the policy 2021 General Records Schedule and Program Records Schedule. The Town Clerk asked that the commissioners consider approval of the presented policies. The motion was made by Commissioner Moseley to approve the presented policies; seconded by Commissioner Tyner. Motion voted and carried.

Consider approval of Resolution Disposition of Town Property – A resolution authorizing the disposition of town property was presented to the board for their review. A motion was made by Commissioner Gould-Faison to approve the resolution; seconded by Commissioner Johnston. Motion voted and carried.

Consider approval of Resolution Pre-Construction Planning Grant #SRP-W-ARP-0254– A resolution was presented to the commissioners for the Pre-Construction Planning Grant. The motion was made by Commissioner Gould-Faison to approve the resolution; seconded by Commissioner Skilton. Motion voted and carried.

Citizens' concerns and comments – Kim Gray expressed her concerns with the construction at and near her home. She is concerned with the pipe placement and noted that there is now water running under that pipe and that the pipe is cracked. There is also concern for the large hole near the road by the house. She also expressed concerns that someone could get hurt with all the holes and pipes that are in that area. Ms. Gray asked the commissioners what the next steps are to fix all these issues. She asked what was plan B with the issue of moving the cable so that this project can be completed. There are also concerns with vendors parking in the handicap parking spaces in the town parking lot and would like to asked that vendors be asked to not park in those parking spaces.

Commissioner's Reports – Water/Wastewater – Commissioner Gould-Faison noted the town has received a letter from DEQ that approved the permits for the work that will be done at the wastewater treatment plant. She noted 2 water brakes on Halifax Street, and they have both been fixed. Commissioner Gould-Faison informed the board that we have signs that state "Don't Feed The Grease Goblin" posted in town hall. Hoping these signs help remind the citizens of the issues that pouring grease down drains can cause.

Police Department – Commissioner Moseley presented the E911 Report for December 2024.

Finance – Commissioner Johnston stated that the audit is still ongoing and that the 2021-2022 field work from our bookkeepers has begun. He also noted that the bookkeepers have made several changes in the way the town makes its deposits. This should help with future audits.

Street Department – Commissioner Tyner noted that she has a quote for a Leaf Vacuum in the amount \$3,617. She would like to purchase this leaf vacuum for the Street Department. Motion was made by Commissioner Moseley to approve the purchase; seconded by Commissioner Gould-Faison. Motion voted and carried.

Cemetery/Parks – No report at this time.

Mayor's remarks – Mayor Hogan thanked everyone for their time.

Motion to go into Closed Session pursuant to NCGA143-318.11 (a)(3) to consult with attorney – motion was made by Commissioner Gould-Faison to go into closed session at 7:20pm; seconded by Commissioner Moseley.

Motion to go back into open session made by Commissioner Moseley at 8:05pm; seconded by Commissioner Tyner.

Commissioner Moseley made a motion, seconded by Commissioner Tyner to adjourn at 8:06pm. Motion carried.

Josie G. Jones, Town Clerk