

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town Hall
112 East South Main Street

AGENDA

July 14, 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. Consider approval of minutes – June 2025
4. Consider approval of payment of bills for July 14, 2025
5. Consider approval of Building and Fire Inspection agreement with Halifax County
6. Consider approval of Capital Project Ordinance for Water Meter Purchase
7. Hydrant Repair Quote
8. Grant Funds Update
9. Staff Report
10. Consider meeting schedule with Halifax County Utilities Director
11. Ordinance – lot/property conditions
12. Commissioners Reports on activities – June 2025
13. Citizens' Comments on Commissioner Reports (comments/question limited to 2 minutes)
14. Citizens Comments and Concerns (comments limited to 3 minutes):
 - a. Edward Baltimore
 - b. Ali Abdo Saleh
15. Mayor's Remarks
16. Adjourn

The Board of Commissioners of the Town of Littleton held the Regular Monthly Board meeting on Monday, April 14, 2025, at 6:30 p.m. at the Littleton Town Hall and remotely through Zoom. Present were Commissioner Clyde Johnston, Mattie Tyner, Ophelia Gould-Faison, Jim Skilton and Mayor Heidi Hogan, Donald Duke Chief of Police, several citizens, and Josie Jones, 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 invitation.

Motion to approve agenda – Motion made by Commissioner Skilton to approve the agenda tabling Building and Fire Inspection agreements and Staff Report; seconded by Commissioner Gould-Faison. Motion voted and carried.

Consider approval of meeting minute(s) held June 2025 – Commissioner Gould-Faison made the motion to approve the minutes with 1 correction adding Josie Jones name to town clerk;

seconded by Commissioner Skilton. Motion voted and carried. A copy of the minutes are hereby incorporated into the minutes.

Consider approval of payment of bills for July 14, 2025 - The board reviewed the presented bills. Motion made by Commissioner Skilton to approve the bills; seconded by Commissioner Tyner. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Consider approval of Capital Project Ordinance for Water Meter purchase – The board reviewed the presented grant project ordinance to purchase water meters for \$495,0000. The motion was made to approve the ordinance by Commissioner Gould-Faison; seconded by Commissioner Skilton. Motion voted and carried.

Grant Funds Update – Mayor Hogan updated informed the board that the NCDEQ is coming to hold a meeting with staff regarding updates for the ARAP grants on Wednesday, July 23, 2025.

Consider meeting schedule with Halifax County Utilities Director – The board discussed the possibility to begin having scheduled meetings with the Utilities Director moving forward. Halifax County is working on a Operational Management Agreement and we will wait until this has been approved by Halifax County before we start scheduling regular meetings.

Ordinance – Lot/property Conditions – Mayor Hogan noted the town received a letter from Doughlas Rose regarding conditions of the neighboring property and the need for it to be cleaned up. The town will review the current ordinance regarding this issue.

Citizens' concerns and comments – Edward Baltimore did not attend.

Ali Abdo Saleh told the commissioners that he needed to leave town and shut off his water himself and he did call the town hall and let them know that he had turned it off. He received a large water bill and found out that the town turned the water back on and a leak occurred. He requested that he not be held responsible for the bill because he feels it's not his fault. Mayor Hogan stated that she would like for his bill and meter readings to be reviewed. The board agreed that he will need to pay at least \$150 to have the water turned back on. The board will discuss the possibly of any credits further at the August meeting.

Bonita Knight noted that there is water running across Warren Street and the drainage ditches are not working. She wants the town to contact Halifax County DOT to fix this issue.

Commissioner's Reports – Water/Wastewater – Commissioner Gould-Faison noted that we have had a lot of 811 location request due to Spectrum is installing new cables. She also noted that we have several fire hydrants that need to be repaired, and they are being looked at. Commissioner Gould-Faison stated that water/sewer is a 24-hour, 7 day a week job that does not take a break and she is thankful that Halifax County is willing to help the town out.

Police Department – nothing at this time.

Finance – Commissioner Johnston noted that the 2020-2021 audit is about 60% completed and we are hopeful it will be completed soon.

Street Department – nothing at this time.

Cemetery/Parks – Commissioner Tyner noted she is following up with Carolos about contracting to cut the cut and weed eat in the cemetery. She also noted that we have a lot of weeds in the park, and we may want to close it for a day for it to be sprayed.

Citizen’s Comments on Commissioner Reports – none at this time.

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

Commissioner Skilton made a motion, seconded by Commissioner Tyner to adjourn at 7:38pm.
Motion carried.

Josie G. Jones, Town Clerk