

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town Hall
112 East South Main Street

AGENDA

June 9, 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. Public Hearing 2025-2026 Budget Ordinance
4. Consider approval of the 2025-2026 Budget Ordinance
5. Swearing in Police Officer David Taylor
6. Closing out the Downtown Flooding Grant – Joe McKemy, McDavid Assoc.
7. Consider approval of minutes – May 2025
8. Consider approval of payment of bills for June 9, 2025
9. Consider approval of budget amendments
10. Police Department purchase request – Chief Donald Duke
11. Grant Funds Update
12. Commissioners Reports on activities – May 2025
13. Citizens' Comments on Commissioner Reports (comments/question limited to 2 minutes)
14. Citizens Comments and Concerns (comments limited to 3 minutes):
 - i. Kim Gray
15. Mayor's Remarks
16. Motion to go into Closed Session pursuant to NCGA143-318.11 (a)(3) to consult with attorney.
17. 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 Commissioners Clyde Johnston, Mattie Tyner, Ophelia Gould-Faison, and Mayor Heidi Hogan, Donald Duke Chief of Police, Joe McKemy, McDavid and Associates, several citizens, and the town clerk. Mayor Hogan called the meeting to order at 6:30pm.

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

Public Hearing Budget Ordinance 2025-2026 – Commissioner Gould-Faison made the motion to open the public hearing for the 2025-2026 budget at 6:31pm: seconded by Commissioner Tyner. No comments were made; the public hearing was closed at 6:38.

Consider approval of the 2025-2026 Budget Ordinance – The motion was made by Commissioner Johnston to approve the budget ordinance as presented: seconded by Commissioner Tyner. Motion voted and carried. Mrs. Jones asked the board to consider approving the raises that were budgeted for town employees beginning in July. The raises were discussed and reviewed with each Commissioner who has employee salaries in their department budget during the preparation of the budget. Commissioner Johnston made the motion to approve the budgeted raises for the town employees to take effect in the 1st paycheck issued in July 2025; seconded by Commissioner Tyner. Motion voted and carried.

Swearing in Police Officer David Taylor – tabled until Commissioner Moseley is able to attend.

Closing out the Downtown Flooding Grant – Joe McKemey, McDavid Associates – Joe McKemey presented information to the board regarding the completion of this grant. Mr. McKemey noted that this project has taken much more time than was budgeted. He presented the amended budget ordinance for this project with the Commissioners. There were several delays including weather and internet company response time to move cables. This project has now been completed and is ready to close out. Mayor Hogan stated that the paving has not been completed, and she feels that we cannot close the grant out or consider approval of the amended ordinance until that is done. The motion was made by Commissioner Gould-Faison to revisit closing this project once the paving has been completed; seconded by Commissioner Tyner. Motion voted and carried.

Consider approval of meeting minute(s) held May 2025 – Commissioner Gould-Faison made the motion to approve the minutes; seconded by Commissioner Tyner. Motion voted and carried. A copy of the minutes are hereby incorporated into the minutes.

Consider approval of payment of bills for June 9, 2025 - The board reviewed the presented bills. Motion made by Commissioner Tyner to approve the bills; seconded by Commissioner Johnston. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Consider approval of Budget Amendments – Mrs. Jones, Town Clerk presented budget amendments to the board for consideration to be approved. The motion was made by Commissioner Gould-Faison to approve the presented amendments; seconded by Commissioner Johnston. Motion voted and carried.

Police Department purchase request – Chief Duke asked the board to approve the purchase of a bulletproof vest for Officer David Taylor. There are funds in uniforms for this purchase of \$819. He also requested approval of the purchase of a bed cover for the new PD truck \$771.25 with the funds coming from vehicle maintenance. The motion was made by Commissioner Johnston to approve the purchase request; seconded by Commissioner Tyner. Motion voted and carried. Commissioner Gould-Faison stated that she would like to revisit having the new PD truck

marked and believes that all town owned vehicles should be marked clearly that they belong to the Town of Littleton. This will be discussed further when Commissioner Moseley is in attendance.

Grant Funds Update – Commissioner Gould-Faison made the motion that the \$15million state budget appropriation for water and sewer should be used in the incorporated areas of Littleton; seconded by Commissioner Tyner. Motion voted and carried.

Citizens' concerns and comments – Fern Pitchford questioned who is going to keep up the ditch at her house, she is already seeing issues with snakes and rats.

Commissioner's Reports – Water/Wastewater – Commissioner Gould-Faison noted that we are still working on all our water/sewer grants and we have a bid opening for the wastewater treatment plant on June 16th at town hall. She asked citizens please not put grease down any drains, we currently have 562 water and 507 sewer customers in our service area. Commissioner Gould-Faison noted that Sabina Gould Day will not be held in the town parking lot this year, but in the meeting room at town hall instead.

Police Department – nothing at this time.

Finance – Commissioner Johnston noted that our auditor has been in contact with Mrs. Jones for information needed to complete our audit and it is in process.

Street Department – Commissioner Tyner noted she has requested a quote to help with cutting the grass and weed eating the cemetery a few times a year from a local landscaper. Al Cooke will cut the grass at the railroad bed before the weekend.

Cemetery/Parks – no updates at this time.

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

Citizens Comments and Concerns – Kim Gray thanked the board for the funds used to have the floors cleaned in the library and she is pleased with how they turned out. Ms. Gray asked the board to consider approving the purchase of a 3D printer, filament for the printer and a desk for the printer to be installed on. The motion was made by Commissioner Gould-Faison to purchase the requested printer, supplies and desk using funds from the library line in the budget; seconded by Commissioner Tyner. Motion voted and carried.

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 made by Commissioner Gould-Faison; seconded by Commissioner Tyner at 8:13pm. Motion voted and carried.

Motion to come out of Closed Session at 8:54pm

Commissioner Gould-Faison made the motion to proceed with the suggestions for the water/sewer billing correct letter from Attorney Lin; seconded by Commissioner Tyner. Motion voted and carried.

Commissioner Gould-Faison made a motion, seconded by Commissioner Tyner to adjourn at 8:55pm. Motion carried.

Josie G. Jones, Town Clerk