

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town Hall
112 East South Main Street

AGENDA

March 11, 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 February 2024
4. Consider approval of payments of bills for March 11, 2024
5. Budget Amendments
6. Consider approval of bid for Sanitary Sewer System Inspection
7. Commissioners Reports on activities – February 2024
8. Citizens Comments and Concerns:
9. GLDP Parking Lot Sign – Lori Zito
10. Historical Picture Presentation in Town Hall Lobby
11. Zoning Administrator
12. Planning Board Report
13. Consider Resolution for Closing Church Street for 1st Friday events
14. Consider Resolution for July 4th Parade
15. Grave Locating
16. Budget Meeting Dates
17. Police Station Building
18. Mayor's Remarks
19. Adjourn

The Board of Commissioners of the Town of Littleton held the Regular Monthly Board meeting on Monday, March 11, 2024, at 6:30 p.m. at the Littleton Town Hall and remotely through Zoom. Present were Commissioners Lynn Moseley, Clyde Johnston, Mattie Tyner and Mayor Heidi Hogan, Phillip Trivette, Chief of Police, Officer Donald Duke, Luke Compton, ORC, 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 Moseley followed with the invocation.

Motion to approve agenda – Motion was made by Commissioner Johnston to approve the agenda with additions; seconded by Commissioner Tyner. Motion voted and carried.

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

Consider approval of payment of bills for March 11, 2024 - The board reviewed the presented bills. Motion made by Commissioner Moseley to approve the bills; seconded by Commissioner Johnston. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Budget Amendments – Mrs. Jones presented budget amendments to be considered to the commissioners. Motion was made by Commissioner Moseley to approve the amendments as presented; seconded by Commissioner Tyner. A copy of the amendments hereby incorporated into the minutes.

Consider approval of bid for Sanitary Sewer System Inspections – The Commissioners review the proposed bid recommendation from McDavid and Associates for the sanitary sewer inspection. Motion was made by Commissioner Johnston; seconded by Commissioner Moseley to approve the proposed bid. Motion voted and carried.

Citizens' concerns and comments – none at this time.

Commissioner's Reports – Water/Wastewater – Luke Compton, ORC presented the water/wastewater report for February 2024 to the Board.

Police Department – Commissioner Moseley presented the E911 Report for February 2024. He also noted that the PD is currently using part-time employees to cover while we are short staffed. He thanked Officer Donald Duke for his quick thinking and help during a medical emergency outside of Lakeland Center.

Commissioner Moseley motioned for the PD Explorer to be repaired at the cost of \$2800; seconded by Commissioner Johnston. Motion voted and carried.

Finance – Commissioner Johnston stated that the auditors have informed the town that they will be back to continue working on the audit in late April.

Street Department – Mayor Hogan noted that there are street signs in town that need to be repaired/replaced. She also noted that she would like to look into having someone clean out under citizens driveways.

Cemetery/Parks – Commissioner Tyner stated that there is a recommendation to have our street department employees mark graves when needed. Paying those employees \$25 each to do this. The employees would need to clock out while they are marking the graves. Motion was made to approve this by Commissioner Moseley; seconded by Commissioner Johnston. Motion voted and carried.

GLDP Parking Lot Sign – Brian Teele stated that the GLDP would like to move the sign in the parking lot back to its original spot. Mayor Hogan noted that it is OK to keep the sign where it is located currently.

Historical Picture Presentation in Town Hall Lobby – Brian Teele asked the Board if they would approve placing a TV with a slide show of historical photographs playing in the lobby of Town Hall. Motion was made by Commissioner Moseley to approve the placement of the TV; seconded by Commissioner Tyner. Motion voted and carried.

Zoning Administrator – Mayor Hogan stated that Lee Myrick is willing to take over the town zoning administrator position. Commissioner Johnston made the motion to approve Mr. Myrick as Zoning Administrator; seconded by Commissioner Tyner.

Commissioner Moseley thanked Chief Phillip Trivette for his work as Zoning Administrator.

Planning Board Report – Mayor Hogan presented the Planning Board Report on the Zoning Permit Approval Process to the Commissioners. A copy of the report is hereby incorporated into the minutes.

Consider Resolution for Closing Church Street for the 1st Friday events – Mayor Hogan informed the Board that the town may want to consider closing Church Street for the events to ensure safety for the citizens during that time. Motion was made by Commissioner Moseley to approve Resolution R-24-002; seconded by Commissioner Johnston. Motion voted and carried.

Consider Resolution for July 4th Parade – Motion was made by Commissioner Moseley to approve Resolution R-24-003 for the July 4th Parade; seconded by Commissioner Johnston. Motion voted and carried.

Budget Meeting Dates - Mayor Hogan noted that the board will begin discussing the 2024-2025 budget at the March 25, 2024 meeting.

Police Station Building – Commissioner Moseley noted that he has had some people interested in the building and he is hopeful that we will receive a bid soon.

Mayor's remarks – Mayor Hogan asked town citizens to take their trash cans off the road each week after they are dumped.

Commissioner Moseley made a motion, seconded by Commissioner Johnston to adjourn at 7:35pm. Motion carried.

Josie G. Jones, Town Clerk