

Town Hall
112 East South Main Street
February 7, 2019

MONTHLY BOARD MEETING

1. Call meeting to order 6:30 p.m.
2. Pledge of Allegiance followed by Invocation
3. Motion to approve the Agenda
4. Consider approval of minutes of meeting(s) held January, 2019
5. Approval for payment of bills for January, 2019
6. Final approval of 2019 schedule calendar
7. Consider approval of resolutions to add mayor Pro-tem as a signatory
8. Review and approval of Park Bids
9. Citizen Concerns and Comments-
 - A. Kelly Smith - HCC Youth Conference
 - B. Buddy Isles, Sr. – GLDP
10. Commissioner Reports on activities in January, 2019
11. Citizen's Comments on Commissioner Reports – comments/questions limited to 2 minutes
12. Mayor's remarks
13. Motion to go into Closed Session pursuant to NCGS 143-318.11(a)(6)
14. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Thursday, February 7, 2019, at 6:30 pm at the Littleton Town Hall. Present were Commissioners Stephen Barcelo, Bonita Knight, Gerleen Pitchford, Don Spragins, and 14 members of the public. Mayor K. Owen Scott presided over the meeting.

Mayor Scott called the meeting to order at 6:30 pm. The meeting opened with the Pledge of Allegiance. Mayor Scott followed with the invocation.

Commissioner Knight made the motion; seconded by Commissioner Pitchford to approve the agenda. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Barcelo to approve the minutes for the month of January. The motion voted and carried unanimously.

Commissioner Spragins presented the bills. Commissioner Pitchford made the motion to pay bills as presented; seconded by Commissioner Spragins. The motion voted and carried unanimously. A copy of the bills is hereby incorporated into the minutes.

Commissioner Knight made the motion; seconded by Commissioner Pitchford to approve the 2019 town meeting calendar, moving town meetings to the second and fourth Tuesday starting April 9, 2019. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Barcelo to adopt resolutions for Mayor Pro Tempore Spragins to be made a signatory for all bank accounts. The motion voted and carried unanimously.

Review and approval of Park Bids – Sylvia Alston presented three bids for fencing for the Pocket Park. She explained each bid was for both commercial grade silver 4' galvanized fencing and commercial grade black coated 4' galvanized fencing. The bids were as follows: Big Jerry's Fencing - \$10,425 (silver), \$12,538 (black); Seegar's - \$6681 (silver), \$7822 (black); Jones Fencing - \$7700 (silver), \$8300 (black). Mrs. Alston reminded the Board the budgeted items left were the mural wall, water fountain, fencing, shelter, electrical meter, and additional playground equipment. The grant requires the town is responsible for 50% of the project. Mrs. Alston then informed the Board that there were no bids for the shelter. She told them it is hard to find contractors willing to do small jobs. She informed the Board Bobby Johnson has offered to build the shelter for cost of materials and some of the Town's street labor. There will also be a cost for an auger to dig holes for the shelter, picnic tables, and trashcans. She let the Commissioners know she felt time was of the essence because the project has to be completed by September 30, 2019, and she did not think the town would get any bids if it was rebid. She also felt the money that would be saved could be used to buy playground equipment for children under five years of age which would be around \$25,000. It was discussed that the fence could go in before anything else was done because there would be a 10 foot maintenance gate incorporated in the fencing. It was also noted the grade and strength of the steel fence would be the same, the only difference being the black coating. Commissioner Barcelo made the motion; seconded by Commissioner Knight to accept Seegar's of Rocky Mount bid for black coated galvanized fencing for \$7822. The motion voted and carried. Commissioner Barcelo made the motion; seconded by Commissioner Spragins to have Bobby Johnson construct the park shelter with assistance from the town's Street Department for approximately \$5000. The motion voted and carried unanimously.

Citizen's Concerns and Comments – Kelly Smith, Client Services Director, from the Pregnancy Support Center in Roanoke Rapids spoke about the center and its support to young women dealing with either a planned or unplanned pregnancy in Halifax County and surrounding counties. She shared the center is hosting an event, The Silver Ring Thing, which will be March 17, St. Patrick's Day, at Halifax Community College. The group who is coming is composed of 18-23 year olds from Pennsylvania who spread abstinence and making godly choices. Ms. Smith wants to bring awareness to this event and have people talking about it in hopes of filling the 1500 seat auditorium at HCC. She brought flyers about the event and asked people take them and get the word out.

Buddy Isles, GLDP- Mr. Isles gave an update on what is going on with the GLDP. He informed the Board some of the projects are: to green up the park with flowers and trees; put gravel where cars park at the park around the first of March; spoke to DOT about the drainage, stop signs, and traffic island at the corner of Church Street and North Main; painted crosswalks to be done by a crew from Wilson to be placed between Grandpa's and Crawley's, stop sign at playground, parking lot and BB&T, which cover all three corners of parking lot. He also mentioned the GLDP is trying to get an agenda set for the summer for the stage in the parking lot starting by first weekend of April. The GLDP is asking the Board to let the GLDP have first option to use the parking lot/stage the first weekend of each month. He also spoke about getting donations from people. The GLDP has received a \$2200 donation for the first band of the year. Mr. Isles then asked Police Chief Phillip Trivette to come forward and presented \$800 to the police department to buy two cordless printers. Mr. Isles also mentioned the GLDP was interested in working with the town in getting rid of abandoned, dilapidated houses in Littleton.

Mrs. Sylvia Alston asked Mr. Isles to please include her in the park flower and trees project. She also mentioned the Lake Gaston Garden Club would like to be included as well.

Commissioner Reports:

Street Report – Commissioner Barcelo reported the snowflakes have been taken down and maintenance will be done before next year, mulch was placed around trees and crepe myrtles trimmed on Main Street, planters on Main Street were collected to be sanded and painted, and potholes were repaired on Halifax Street. A copy is hereby incorporated into the minutes.

Water/Sewer Report – Commissioner Barcelo gave the readings for water and noted several water meters have been replaced. He also noted the reports have more accurate numbers. He said the NCRWA had come to detect leaks. He noted we are being more proactive on complaints, problems, and general maintenance. For the sewer report he stated the town has had no overflows, no inspections and no violations. He informed the Board that Philip is finishing up with his training. A copy is hereby incorporated into the minutes.

Cemetery Report – Commissioner Knight reported that the GLDP has offered to help pick up branches and clean up the cemetery, but due to the rain it's not possible for anyone to do any clean up at this time. She appreciates the offer and will accept their offer once it dries up.

Police Report – Commissioner Pitchford gave the Number of Calls Report by Complaint. A copy is hereby incorporated into the minutes.

Finance Report – Commissioner Spragins reported that everything has been sent to the auditor and he is about finished. He will be sending a preliminary report to be looked at by the Board before he actually comes and presents it. The year end report will be coming soon; there was a question about proper coding. Commissioner Spragins gave a financial report through January 31, 2019. He reported for the General Fund account the town has collected 48% and expended 56% of the budgeted amount. He mentioned the expenditures were probably higher due to penalties and interest incurred from the previous year. For Water/Sewer account the town has collected 53% and expended 52% of the budgeted amount. A copy is hereby incorporated into the minutes.

Citizen Comments on Commissioner's Reports –

Buddy Isles mentioned there are some potholes on Oak Street. He also mentioned the GLDP wants to clean the brush by the railroad tracks and will have a cleanup week in March when the weather breaks.

Mayor's Remarks – Mayor Scott mentioned how excited he was to be able to move forward with the park project, DOT fixing the roundabout, and working with Brownsfield's to clean up EPA sites. He once again mentioned getting information from Kelly Smith about the Silver Ring Thing to give to local churches and youth groups.

Commissioner Spragins made the motion; seconded by Commissioner Pitchford to go into Closed Session pursuant to NCGS 143-318.11(a)(6) and (a)(3) to discuss personnel and to consult with the town attorney about Town of Littleton v Layne Heavy Civil, et.al Halifax County Number 16-CVS-30. The motion voted and carried unanimously.

At 7:44 pm the Board returned to Open Session.

Commissioner Spragins mentioned that looking at the preliminary numbers on water, he thought the town might show a "profit" of \$50,000-55,000 which should go to the Capital Improvement Fund. He thought a small portion might be used to do some repairs in the spring. He told the Commissioners if the rate increase had been for the whole year the town could possibly have taken in close to \$80,000. He stated if the town could take in \$80,000 each year for the next 30 years it would go a long way to another treatment plant without a lot of financing.

Commissioner Spragins made the motion; seconded by Commissioner Barcelo to adjourn. The motion voted and carried unanimously.