

Town of Littleton
112 East South Main Street

AGENDA

February 8, 2021

6:30 p.m.

Regular Monthly Board Meeting
Held Remotely through Zoom

1. Call meeting to order 6:30 p.m.
2. Motion to approve the Agenda
3. Consider approval of minutes for January, 2021
4. Approval for payment of bills for February 8, 2021
Rural Health Care
5. PD and Street Dept. Vehicle Bid Opening
6. Spectrum internet information update
7. Go Fund Me
8. CBDG-NR Grant Update
9. Electric Service for water tower/street department
10. ATV Ordinance
11. Event Permit – American Legion- Ron Girdley
12. Commissioner Reports on activities in January, 2021
13. Citizen’s Comments on Commissioner Reports – comments/questions-limited to 2 minutes
14. Motion to go into Closed Session pursuant to NCGS 143-318.11(a)(3) to consult with town attorney
15. Mayor’s remarks
16. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Monday, February 8, 2021, at 6:30 p.m. remotely through Zoom. Present were Commissioners Stephen Barcelo, Ophelia Gould-Faison, Lynn Moseley, Jim Skilton, Clyde Johnston, and 5 members of the public. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 6:30 p.m.

Commissioner Gould-Faison asked to add Rural Health Care to the agenda between Approval of the Bills and PD and Street Dept. Vehicle Bid Opening. Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to approve the agenda with the addition of Rural Health Care. Motion voted and carried.

Commissioner Skilton made a motion; seconded by Commissioner Barcelo to approve the minutes for January, 2021. Motion voted and carried.

Commissioner Barcelo made a motion; seconded by Commissioner Moseley to approve the bills as presented for February 8, 2021. Motion voted and carried. A copy is hereby incorporated into the minutes.

Rural Health Center - Keisha Rooks gave some information about vaccinations coming to the Littleton community. She stated Oak Grove Baptist Church would be a location holding vaccinations Wednesday, February 10, at 8:30 a.m. and hoped to vaccinate 550 people. February 19, vaccinations would be held at

Northampton County Wellness Center and hoped to vaccinate 650 people. She stated people could sign up through the Health Department and Rural Health website. She said they were told on a week to-week basis about vaccination allocations. She stated questions could be answered by email at covidvaccineinfo252@gmail.com.

PD and Street Department Vehicle Bid Opening - Mayor Scott opened the bids for the 1990 Dodge Dump Truck. The two bids were: John Powell \$550 and Thumper Johnston \$801. Commissioner Moseley made a motion; seconded by Commissioner Barcelo to award the bid for the 1990 Dodge Dump Truck to Thumper Johnston in the amount of \$801. Motion voted and carried.

Mayor Scott opened the bids for the 2007 Dodge Charger. The two bids were: E. Jones \$751.00 and Virginia Powell \$1200. Commissioner Skilton made a motion; seconded by Commissioner Gould-Faison to award the bid for the 2007 Dodge Charger to Virginia Powell in the amount of \$1200. Motion voted and carried.

Spectrum internet information update - Mayor Scott said when looking into changing to Spectrum it was found there would be approximately a \$95 increase each month. It was thought the change would be what the town is now paying Century Link. But it was found that is not the case. Commissioner Moseley asked if this increase was far all town services. The town clerk said no it did not account for the WWTP plant, lift stations, and library. After some discussion it was decided to look into adding the WWTP plant, lift stations, and library into the services and see if the town would get a better price. This item was tabled until the next meeting. Chief Trivette offered to look into it for the town.

Go Fund Me update - Commissioner Barcelo said he believed the town needed to set up a separate account for the Go Fund Me Account and earmark it for security cameras. Kris Gardner, town attorney, said yes. Commissioner Barcelo said he would get on it this week and get everything set up. Commissioner Barcelo made a motion; seconded by Commissioner Moseley to open up an account at BB&T for the Go Fund Me Account for security cameras. Motion voted and carried. Commissioner Gould-Faison asked for clarification on what the funds would be used for. Commissioner Barcelo said cameras would be placed on Highway 158, covering from Minit Chek to Piggly Wiggly. The cameras will read license plates. The police department will be able to go back several days and check the video if need be. He said it would make the police department's job a lot easier.

CBDG-NR Grant update – Mayor Scott informed the commissioners that the grant for renovating the homes was awarded to McDavid Associates. They are the company who actually applied for the grant on behalf of the town. The town had two companies apply and using a grade point system McDavid Associates had the better score. Commissioner Gould-Faison made a motion; seconded by Commissioner Skilton to award the CBDG-NR grant to McDavid Associates. Motion voted and carried.

Electric Service for water tower/street department building - Commissioner Barcelo said he was able to get two bids for putting electric service for the mixer on the water tower and to the street department building. The two bids were: Harris Electric - \$4261.83 and Lake Country Heating and Cooling - \$2291.03. Commissioner Barcelo said he was satisfied the work on both bids were equal in scope. Commissioner Barcelo made a motion; seconded by Commissioner Skilton to accept Lake Country Heating and Cooling's bid for \$2291.03 to do the electrical work at the water tower and street department building. Motion voted and carried.

ATV Ordinance – Chief Trivette said this was the updated ordinance in regard to ATV's in the town. It bans ATV's except at parades or other special events approved by the town. It allows the police department to issue a civil penalty. Commissioner Moseley made a motion; seconded by Commissioner Barcelo to approve

the Amendment to Code of Ordinances to Regulate all-Terrain Vehicles as presented. Motion voted and carried. A copy is hereby incorporated into the minutes.

Event permit – American Legion, Ron Girdley – The American Legion is wanting to sell spaghetti sauce February 21, from 11 a.m. to 5 p.m. It will be drive through like it has been in the past. Commissioner Skilton made a motion; seconded by Commissioner Barcelo to approve the American Legion’s Spaghetti Sauce sale as presented. Motion voted and carried.

Commissioner’s Reports on activities in January, 2021 - Street Department – Commissioner Barcelo stated his department was behind on picking up leaves and branches due to sickness in the department and the weather. He reminded citizens to cut limbs up so they could be picked up easily. He did not want his employees to have to use a chain saw.

Cemetery/Park- Commissioner Skilton informed the board the town may or may not have a contract with Olde South. He said the contract he had was not signed by the town. He said the contract he had expires June 30, 2021. He said he would like to have a discussion at the next meeting about how to maintain the cemetery.

Commissioner Skilton said he a “deputized” a five year old who did a great job looking over the equipment at the park. There are several pieces of equipment that have some wear. The xylophone needs a piece replaced. It was also mentioned that the hand sanitizing dispenser is broken and needs to be replaced. Mayor Scott said he thought the park equipment was still under warranty and should be looked into.

Police Department – Commissioner Moseley read the police report. A copy is hereby incorporated into the minutes. Commissioner Moseley informed the Board the PD Renovation Project had been closed out. Commissioner Moseley also informed the board Chief Trivette was getting two radar units and Officer Duke would be attend training. He also mentioned he has had some positive comments from the businesses and people in town about officers going in and out of the business and being more visible. Commissioner Moseley stated he appreciated Officer Duke sitting in the area of the Fire Department parking lot and being right in the middle of the businesses.

Water/Sewer Department – Commissioner Gould-Faison thanked everyone for making payments. She reminded them the town has to pay for the water. She asked citizens to please contact town hall and update their telephone number. She said there are times when people’s water needs to be cut off due to a water break or some other issue. The town would like to inform them, but without correct phone numbers that is impossible. She also mentioned that anyone who is renting needs to make sure they come to town and fill out an application and pay \$150 deposit in order to have service. Commissioner Gould-Faison also mentioned there have been several calls about a leak off of Spring Street and 903. She said Ray Rightmyer has checked on it. There does not appear to be a leak, but it could be an underground spring. She also thanked Commissioner Skilton for being willing to work with her on the water/sewer department. Commissioner Gould-Faison said the town is seeking funding to upgrade the WWTP. She said some funds have been allocated to do some repairs that are necessary to keep the sewer department working properly to meet state guidelines. She asked if anyone had a concern to please contact her.

Finance – Commissioner Johnston informed the board they had a copy of the finance report in their packet. It shows all the balances in each account. He said the auditor would hopefully be able to present the audit soon. The clerk said she was making a new line item for the \$60,000 allotted for the sewer repairs and the Budget v Actual would reflect that for February.

Citizen's comments on Commissioner's Reports – Ron Girdley asked about the American Legion making a donation for the flag pole and had noticed the pole had not been put up yet. Chief Trivette said Bob Thompson had ordered a bit to be able to mount the flagpole. As soon as he gets it, Chief Trivette will help him mount the flagpole.

Commissioner Johnston made a motion; seconded by Gould-Faison to go into Closed Session pursuant to NCGS143-318.11(a)(3) to consult with town attorney. Motion voted and carried. The Board went into Closed Session at 7:36 p.m.

The Board came out of Closed Session at 8:11 p.m.

Mayor's Remarks - Being no further business the mayor stated he appreciates what everyone has done on the board. He said he hoped Commissioner Skilton and Commissioner Johnston were settling in.

Commissioner Barcelo made a motion; seconded by Commissioner Moseley to adjourn. Motion voted and carried. Meeting adjourned at 8:12 p.m.

Ellen M. Eller, Town Clerk