

Town Hall

112 East South Main Street

August 01, 2018 6:30 pm

MONTHLY BOARD MEETING

Call meeting to order 6:30 p.m.

Pledge of Allegiance followed by Invocation

Motion to approve the Agenda

Consider approval of Minutes of meeting(s) held July 2018

Consider approval and payment of bills made in July 2018

Library Board – Commissioner Knight updates to Library Board and request for consideration of placement of “Little Lending Library” box on North Main Street

Resolution Littleton Board of Adjustments members expiring terms

Consider Resolution to increase Police Violation Fees

Consider revised water sewer rate schedule – Commissioner Spragins

Citizen Concerns and Comments –

- i. Mr. Buddy Isles, Sr. - Greater Littleton Development Partnership*
- ii. Ms. Nicole Mills – Littleton Planning for the Future*
- iii. Ms. Diana Bobbitt – water purchase inquiry*
- iv. Mrs. Sylvia Alston – Town Meeting/Business*

Commissioner Reports on activities in July 2018

Citizens Comments on Commissioner Reports – comments/questions- limited to 2 minutes.

Mayor’s remarks

Motion to go into Closed Session pursuant to NCGS 143-318.11(a)(6) to discuss personnel.

Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Wednesday, August 01, 2018 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Steve Barcelo, M. Bonita Knight, Clara Debnam, Donald Spragins, town attorney Kris Gardner and twenty (20) 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 and followed with the invocation by Mayor Scott.

Commissioner Knight made the motion; seconded by Commissioner Debnam to approve the Agenda as presented. The motion voted and carried unanimously.

Commissioner Debnam made the motion; seconded by Commissioner Knight to approve the minutes from the meetings in July 2018 as presented. The motion voted and carried unanimously.

Mayor Scott requested the approval of the **payment of bills** for expenses made during the month of July 2018 be postponed until the work session August 14, 2018 due to the meeting falling on the first day of August. There was no objection from the Board.

Library Board report – Commissioner Knight as the representative to the Library Board made the motion; seconded by Commissioner Barcelo to appoint Mrs. Rosi Aguilera to fill the vacant seat made available by Bonita Knights election the Littleton Board of Commissioners. The motion voted and carried unanimously. Mrs. Aguilera is a Main Street business owner and resident of the town.

Commissioner Knight then requested the Board consider the request of the Littleton Library Board to place a free “Lending Library” box near the rear exit of the library for easy access and street lighting. Commissioner Knight the made the motion; seconded by Commissioner Pitchford to allow the placement of the “Lending

Library” at the back entrance of the library on North Main Street near the park benches. The motion voted and carried unanimously.

Appointments to the Littleton Board of Adjustments, Mayor Scott read the resolution and advised three members (Mr. James Skilton, Mr. Richard Brown and Mr. John Skinner) of the Littleton Board of Adjustments terms expired on July 31, 2018. Commissioner Gerleen Pitchford made the motion; seconded by Commissioner Barcelo to adopt Resolution 2018-06 to reappoint Mr. James Skilton, Mr. Richard Brown and Mr. John Skinner to the Littleton Board of Adjustments for the next three years. The motion voted and carried unanimously.

Amendment to **Code of Ordinance (O-2018-02)** to Prohibit Spinning Vehicle tires on Public Roadways – The Town of Littleton Board of Commissioners amends the code of Ordinances by adding a new section 71.088 as follows: §71.088 SCRATCHING OFF. (a) For the purpose of this section the term scratching off shall mean the act of spinning the wheels of a motor vehicle on the street when starting off in a manner that it causes the tires to squeal; and the term shall also mean the operating a motor vehicle around a curve or corner at a high rate of speed so that the tires squeal. (b) It shall be unlawful for any person to operate a motor vehicle in a manner so as to cause the automobile to scratch off as defined in subsection (a) above. Penalty, see §70.99. Commissioner Spragins made the motion; seconded by Commissioner Knight to adopt the amendment to the Code of Ordinances. The motion voted and carried unanimously.

Consider **Resolution 2018-07 to increase schedule of fees and penalties** for violation of town ordinances. A copy of the fee schedule is hereby incorporated into the minutes. Commissioner Pitchford made the motion; seconded by Commissioner Debnam to adopt Resolution 2018-07. The motion voted and carried unanimously.

Consider revised water sewer rate schedule – Commissioner Spragins presented to the Board and general public a revised rate schedule. A copy is hereby incorporated into the minutes. The revised schedule reduced the minimum water usage to 1500 gallons or less. He said 25% of the customers used less than 1500 gallons per months. Minimum billings for the four standard rates are: In Town residential \$36.00 / Out of town residential \$42.50 / intown commercial \$44.50 / out of town commercial \$50.50 / bulk rate minimum \$29.00. Commissioner Spragins asked the Board to consider this proposal and discuss again at the work session on August 14, 2018. Copies are available for review online and at town hall. No action was taken.

Mr. Buddy Isles, Sr. (GLDP) gave an update to the Board on the parking lot upgrades. He reported the stage is complete with the exception of the handrail for the handicap ramp. Paving is scheduled to start tomorrow if the rain stays away. The goal is to complete the asphalt prior to the National Night out event on August 7, 2018. Mr. Isles brought to the attention of the Board the condition of the sidewalk along the side of the parking lot and at the intersection of Church and South Main. Mr. Isles suggested that asphalt over the broken sidewalk for an additional \$400.00. Mr. Isles reminded everyone that the grant is paying only to asphalt the existing parking lot. The GLDP is paying to asphalt the gravel rail road bed through fundraising money, about \$7000.00. Mr. Isles asked the Board to consider donating an additional amount of \$5000.00 for the planters and replacement trees. He welcomed all to attend the GLDP meeting at the first and third Tuesday as everyone is working for a common goal which to make Littleton better. Commissioner Spragins inquired what would prevent cars from going from the parking lot asphalt to the sidewalk asphalt. Mr. Isles responded that the GLDP is considering post with a chain to separate the sidewalk and parking lot. Commissioner Barcelo responded it is best to check with NCDOT. Mr. George Alston added that NCDOT handled the repair for the sidewalk on Hwy 158 from the drug store to the corner of Ferguson. Discussion was held that the old railroad bed is still owned by CSX railroad. Mr. Isles responded that if CSX wanted the property back the asphalt would need to dig it up. This was a risk GLDP was willing to take. Before finishing Mr. Isles requested approval of the invoice to Cooke’s Construction in the amount of \$16,040.00 for the building of the stage. Commissioner Barcelo made the motion; seconded by Commissioner Knight to authorize payment of the Cooke Construction invoice. The motion voted and carried unanimously.

Ms. Nicole Mills – Halifax County Democratic women’s party – demsunited1halifax@gmail.com – Ms. Mills was not able to be present at the meeting but wanted to make the community aware of the Halifax County Democratic Women’s party.

Ms. Diana Bobbitt – 114 West Main Street, Littleton addressed Commissioner Debnam with a question on usage of water once a year for water leak, use of water and assumed use of sewer. Is there a way to have the water adjusted for large water usage? Ms. Bobbitt asked the Board to consider special circumstances when customers are using a large amount of water such as pressure washing a house. Currently there are adjustments made by doing a reading before and after filling a swimming pool. Ms. Bobbitt asked the Board to consider it.

Mrs. Sylvia Alston – Mrs. Alston addressed the Board and said she was glad the Board had decided to reconsider the water sewer rates. She did share she was concerned with outsourcing water and sewer contracts for bids and the citizens need accurate vetting of all suitable vendors. She reported she had contacted UCPCOG and the Board had not reached out to them for support in the water wastewater rates issues. She shared a CDBG grant opportunity was not sought after which could have assisted the water sewer department and recommended the Board consider the next grant deadline in February 2019. She strongly suggest that the budget v actual report be part of the monthly commissioner’s reports minutes and minutes and agenda be made available 48 hours before meetings, and requested a work session agenda be made available. She asked the commissioners pay Putney concrete as soon as the concrete work at the park was finished. The Mayor inquired how many handicapped vehicles would be able to park at the park at one time. Mrs. Alston responded only one handicap space is required and the concrete slab will work for cars and vans. The question was asked what kind of lights will be installed at the park. She replied that electric is being installed for the future but no lights are planned at this time due to residential neighbors and the park is designated open from dawn to dusk. She added a “Lending Library box has been donated for the park and would only have children’s books. She concluded with the concrete will be complete tomorrow if it doesn’t rain. \$6,150.00

Mayor Scott requested a motion to approve and pay Putney invoice. Commissioner Barcelo made the motion; seconded by Commissioner Debnam to approve the invoice for Putney Concrete in the amount of \$6,150.00 for payment when the work is complete. The motion voted and carried unanimously.

Commissioner Reports:

Street Report – Commissioner Barcelo reported he is obtaining estimates for the pothole repairs. He thanked everyone for all their support and hard work to make parking lot beautiful for Littleton Day on Main. Commissioner Barcelo added the street department is trying to keep up with trimming and mowing due to all the excessive rain. He said he was waiting on NCDOT for a response on town wide speed limit of 25 mph. He added brush pick up may be scheduled for next week.

Cemetery Report – Commissioner Knight did not have a report.

Water/Sewer Report – Commissioner Debnam did not have a report. But added she would have one at the work session.

Police Report – Commissioner Pitchford read the Police Report for the month of July 2018, Littleton Township. A copy of the Police Report is hereby incorporated into the minutes. Commissioner Pitchford reported the Board had hired Phillip Trivette as the new police chief. He will be sworn in when his certification comes through from NC Department of Justice Training and Standards Division. She thanked everyone for their support and hard work for Littleton Day on Main with Congressman Butterfield.

Finance Report – Commissioner Spragins did not have a report.

Citizens Comments on Commissioner Reports –

Mrs. Sylvia Alston inquired if there would be an agenda for the work session. Mayor Scott offered that one would be made available.

Mrs. Valerie Lucas brought forward a complaint of iron residue in the water at her home due to higher water pressures in her newer home in Littleton. She added the town's pipes are rusted and higher water pressures are bringing in excess rust to her home. She also suggested the town consider instituting dog licenses as a source of additional revenue.

Mr. Buddy Isles, Sr. inquired if the Board would consider grading down and adding crush and run for the parking area at the town park on Church Street. Mayor Scott added it may be considered at a work session.

Mayor's Remarks – Mayor Scott invited all to the upcoming National Night Out on Tuesday, August 7th. The free event would be at the new town parking lot. He thanked Commissioner Pitchford, Clerk Wanda Clark, Mr. Randy Welch, and Miss Katy Bradford for all their work on the USDA grant application. The Mayor thanked Mr. Buddy Isles for his inspiring others in town to work hard for their community. And he thanked Commissioner Spragins for continuing to work on the water and sewer rate numbers. He reminded all that the August Work Session was rescheduled to August 14, 2018.

With no further business Commissioner Barcelo made the motion; seconded by Commissioner Pitchford to adjourn the meeting at 7:32 pm. The motion voted and carried unanimously.

Clerk