

Town Hall  
112 East South Main Street

**October 02, 2017**

**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 September 2017
5. Approval for payment of bills made in September 2017
6. Adopt Road Closure Ordinances -
  - i. **O-2017-003 Annual Holiday Parade**
  - ii. **O-2017-004 Martin Luther King**
7. Citizen Concerns and Comments –
  - i. Mr. Kenneth Carroll – Planning and Zoning
8. Commissioner Reports on activities in September 2017
9. Citizens Comments on Commissioner Reports – comments/questions  
- limited to 2 minutes.
10. Mayor’s remarks
11. Motion to go into Closed Session pursuant to NCGS 143-318.11(a)
12. Adjourn

**The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Monday, 02, 2017** at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Heidi Hogan, Clara Debnam, Donald Spragins and thirteen (13) members of the public. Mayor Ron Girdley presided over the meeting.

Mayor Girdley called the meeting to order at 6:31 pm. The meeting opened with the Pledge of Allegiance. Mr. Keith Hamm followed with the invocation. Mayor Girdley called for a moment of silence to honor the 59 victims of the Las Vegas shooting massacre.

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

Commissioner Alston made the motion; seconded by Commissioner Debnam to approve the minutes from with the correction to the wording (first paragraph) of 13 members of the public in attendance at the meeting. The motion voted and carried unanimously.

Commissioner Hogan requested the invoice from NCDOT in the amount of 2162.65 be held until further inquiry with Mr. Ron Keeter. Commissioner Alston requested the invoice from Jonathan Waters in the amount of 500.00, land survey be held until adjustments had been made. Commissioner Pitchford inquired on the invoice from Skinner Farms in the amount of 1250.00 for equipment rental. She was concerned that the work was not approved by the Board prior to the work being completed. Commissioners Hogan and Alston referred to Keith Hamm to clarify the invoice was for mowing of the railroad bank along North Main. Commissioner Alston made the motion, seconded by Commissioner Hogan to approve the work and the invoice to Skinner Farms for the mowing. Commissioner Alston then made the motion to approve the payment of the AP bills for the month of September (holding back NCDOT and Jonathan C. Water). The motion was seconded by Commissioner Debnam. The motion voted and carried unanimously. Commissioner Hogan confirmed the Skinner Farms invoice should be coded ½ Streets and ½ WS budgets.

The Town of Littleton is an equal opportunity provider, and employer.

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**O-2017-003, Annual Holiday Parade Ordinance** – Commissioner Hogan made the motion, seconded by Commissioner Debnam to adopt the road closure Ordinance for the annual Christmas parade December 02, 2017. The motion voted and carried unanimously.

**O-2017-004, Martin Luther King Day parade**, Commissioner Pitchford made the motion, seconded by Commissioner Alston to adopt the road closure Ordinance for the annual Martin Luther King Day parade January, 15, 2018. The motion voted and carried unanimously.

**Citizen Concerns and Comments** –  
Mr. Ken Carroll was not in attendance.

**Commissioner Reports:**

**Cemetery Report** – Commissioner Alston reported that the paths and roads had been sprayed for grass and weeds and the overgrowth of the shrubs had been trimmed. She is seeking volunteers for assistance with the Cremation Garden plotting and marking with post hole diggers and sledge hammers on October 5, 2017 at 10:00 am. She also reported the cemetery ordinances have been reviewed as part of the complete ordinance review project.

**Parks and Recreation** – Commissioner Alston then updated the Board on the status of the PARTF grant and park progress. Commissioner Alston reported she met with the Jonathan C. Waters, Surveyor today. Commissioner Alston reported there are several issues presented with the new survey. Commissioner Alston made the motion to take the Motion off the Table (from the discussion at the work session 09.19.2017) to have a Memorandum of Understanding document created between the Littleton Board of Commissioner and PARTF to allow Commissioner Alston to continue to lead this project after her term ends in December 2017. Commissioner Hogan seconded the motion. The motion then voted and carried unanimously.

**Street Report** – Commissioner Hogan welcomed Tri Lakes Flooring Retail business located at 100 East South Main Street to Littleton. Harris Masonry continues the sidewalk rehab 207 and 215 Mosby Avenue. Commissioner Hogan reported she has contacted the management of the Minute Check, 100 West South Main Street to have the dumpster emptied. She has contacted the owners of the Littleton Post Office property for needed concrete repairs and general upkeep of the property. She reported the street crew is currently cleaning the storm drains around town; she requested clogged storm drains be reported to Town Hall. Commissioner Hogan then announced that loose leaf pickups will begin in November.

**Water/Sewer Report** – Commissioner Debnam read the water sewer report. A copy is hereby incorporated into the minutes. No sewer spills or overflows reported.

**Police Report** – Commissioner Pitchford read the Police Report for the month of September 2017, Littleton Township. A copy is hereby incorporated into the minutes.

**Finance Report** – Commissioner Spragins read the Finance Report for the month of September 2017. A copy is hereby incorporated into the minutes.

**Gaming Application** – Mr. Jalen Hasty was in attendance at the meeting and requested an additional Public Hearing for consideration of his gaming application. It was strongly suggested that Jalen Hasty be in attendance at the Public Hearing.

**Citizens Comments on Commissioner Reports** –

Mr. Buddy Isles, Sr. announced that he had spoken with NCDOT regarding the older guardrail on Hwy 158 coming into town from the West is not up to code. NCDOT reported the project is back in the budget and will

be replaced this year. Commissioner Hogan acknowledged this was a good idea as the low guardrail makes it difficult to trim the overgrown grass.

Ms. Evelyn Melton asked Street Commissioner Hogan about the recent pot hole repairs. Evelyn was concerned that each year it appeared they were repairing the same pot holes. Mr. Keith Hamm replied that the repairs were for pot holes and pits in the streets created by a previous contractor. The asphalt will continue to freeze, expand and crumble. The Mayor replied it is a continual problem. Clerk Wanda Clark inquired if there is a long term plan for repaving the streets in town. Commissioner Hogan replied that she had created a list of priorities and she will provide if the Board would like. Commissioner Alston added the current law suit hopefully will be able to provide some resolution.

Ms. Kim Gray, GLDP, Greater Littleton Development Partnership announced the NC Dept of Commerce grant in the amount of \$33,333.33 has been awarded. Commissioner Hogan responded that a thank you not has been written to State Representative Michael Wray.

Ms. Evelyn Melton inquired if anything was being done on the dogs running in town? Commissioner Hogan and Commissioner Alston replied that they are working on updating the Littleton Ordinances to hopefully solve some of these problems.

**Mayor's Remarks** – Mayor Girdley announce the Center for Energy Education grand opening is this Thursday. C.O.P. fundraiser yard sale planned for this Saturday. Main Street Trick or Treat again this year. GLDP meeting 7:00 pm Friends of the Library food drive for displaced hurricane victims. The Mayor introduced Emory and Teresa Naggy and welcomed their new business, Tri Lakes Flooring to Littleton.

Mr. Buddy Isles, Sr. announced that Buddy Isles, Jr. was now the owner of the Littleton Industrial Building property. The Sale completed Friday, September 29, 2017.

At 7:17 pm Commissioner Alston made the motion: seconded by Commissioner Spragins to go into Closed Session pursuant to NCGS 143-318.11(a)(3)(6) – To consult with Attorney related to legal case: Town of Littleton v. Layne Heavy Civil, Inc., et al., Halifax County Superior Court No. 16-CVS-30 and to discuss personnel matter.

The Board returned to Open Session at 7:25 pm. With no further business Commissioner Pitchford made the motion; seconded by Commissioner Debnam to adjourn the meeting at 7:25 pm. The motion voted and carried unanimously.

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Town Clerk