

TOWN OF BROADWAY
BOARD OF COMMISSIONERS

MEETING

MINUTES

January 25, 2010

A scheduled meeting of the Board of Commissioners was held on Monday, January 25, 2010 at 7:00 p.m. at the Council Chambers, 100 East Lake Drive, Broadway, North Carolina.

Board members present were Mayor Donald Andrews, Commissioners Tommy Beal, Woody Beale, Jim Davis, and Clem Welch. Also, Town Attorney Jimmy Love, Town Manager Bob Stevens, and Town Clerk Laura Duval were present. Due to illness, Commissioner Green was unable to attend the meeting.

The meeting was called to order by Mayor Andrews, and Rev. Harold Stone gave the invocation, which was followed by the Pledge of Allegiance.

Commissioner Tommy Beal made the motion to accept the January Agenda as presented. Commissioner Davis seconded the motion. Vote was unanimous.

Commissioner Welch made the motion to accept the December Minutes as stated. The motion was seconded by Commissioner Davis. Vote was unanimous.

Beth Kelly, Assistant Finance Director with the City of Sanford, reviewed the Audit Report for fiscal year 2008-2009. She referred to the auditor's letter, which sums up any deficiencies. Segregation of duties was cited as before. This deficiency is very common in small municipalities that have very few staff. The write-off issue was cited, but that has already been addressed. Town Manager Stevens reviewed the Fiscal Results Summary. Under General Fund revenue decreased 4.1% or \$33,702 compared to prior year. Cablevision franchise fees were overpaid to the Town, and now we're playing catch up. The Powell Bill decreased \$4,300. The highway and fuel taxes are based on population. Utility franchise taxes decreased from previous year. Actual revenue decreased \$15,000 or 2% compared to budget. Revenue came in under budget.

Expenditures increased \$9,400 compared to prior year. This increase was primarily due to the purchase of the police car for \$20,000. Expenditures were \$135,000 less than budgeted. Therefore, the Town was under budget on expenditures for General Fund.

The Fund Balance increased \$62,847. As of 6-30-09 it was \$857,9776. The Town has \$302,279 available for Powell Funds, and \$417,806 that is undesignated to be spent on other things. The Fund Balance cannot be used for continuing operating expenses.

Under Utility Fund, revenue increased \$6,714 compared to prior year. Revenue was \$26,699 (8%) more than budget, which means the Town spent less. Expenditures decreased \$33,000 compared with prior year, so expenditures were \$29,000 less than budget. The Town had an income of \$56,139 for 2008-2009 compared to a net income of \$39,599 for 2007-2008.

Mr. Stevens thanked Beth Kelly for all of her help. The City of Sanford was hired as a third party to monitor the Town's finances. They are able to do this monthly, quarterly, and yearly. Mr. Stevens also thanked Barbara and Laura. He is very proud of the budget and the staff as well as the increase in Fund Balance.

A question was raised concerning the segregation of duties. It would not be economically sound to further segregate duties of the office staff. There is no penalty for this deficiency. The auditors want to make sure the Commissioners are aware of this issue.

The budget amendment for the festival sets up operating funds for the festival to accept funds and write checks. \$8,000 was left over from last year's festival. Commissioner Woody Beale made the motion to adopt the budget amendment for the festival. The motion was seconded by Commissioner Welch. Vote was unanimous. The festival is projected to pay for itself.

Commissioner Tommy Beal made the motion to accept the Financial Statements as presented. The motion was seconded by Commissioner Woody Beale. Vote was unanimous.

Under Commissioner Comments, Commissioner Welch thanked the Finance Director and Town Manager for being good stewards of the the taxpayers' money.

Mayor Andrews stated the recycling bin is in place. It appears to be going well with much participation. A question was raised concerning the restaurant dumpster located near the recycling dumpster. The owner was warned about the location of the recycling bin; and if problems arise, his dumpster may have to be moved. Thus far, there have been no complaints. Citizens do not

have to separate their recyclables. The separating is done by Waste Management at the plant.

The Mayor reminded everyone of the Community Calendar on the Town website. If any civic organizations or churches would like to post events, please email the Town Hall or the Mayor.

In order to be more transparent in government, Mayor Andrews asked the Board if the audit should be posted on the Town website. The Board was in agreement with this suggestion.

A representative from Rural Development and USDA met with the Mayor and the Town Manager concerning the remodeling of the Town Hall. Broadway does not qualify for a grant because the median household income is higher than the grant stipulation. Rural Development was willing to lend the Town money for a remodeling project at 4.35%. The projected cost is \$160,000 and would take eight months to complete. It would be beneficial to wait until the Fund Balance has increased.

The next Broadway Our Way Festival meeting is scheduled for February 2 at 6:00 p.m. at the Town Hall. Festival T-shirts are in, Commissioner Welch has visits scheduled with the local TV station, Commissioner Green has lined up the entertainment, and Commissioner Tommy Beal is making plans for the car show. Janet Harrington is lining up vendors, and she feels we may have 50 vendors this year. A lot of interest has already been shown, but the Town still needs more volunteers. Commissioner Welch is in charge of volunteers, so those interested in helping should contact her.

Under Manager Comments, Town Manager Stevens reported a new police officer has been hired. Dustin Preston will be introduced at the next meeting because he was in training tonight. Dustin seems to be a nice young man, and the police department is operating at full force now.

Lee County will be opening a WIC office in Broadway on February 4. They will be operating out of the library on Wednesdays, Thursdays, and Fridays. This local office may benefit the Piggly Wiggly since recipients may spend their assistance here.

Mr. Stevens mentioned the Ethics Training Dates and Locations for the first quarter. Other dates will be available later on. There is a webinar scheduled for March 25. This training consists of a live webcast, which you may sign up for and take at home. Mayor Andrews stated the training lasts approximately two hours, and he feels the Town Board already conducts itself in an ethical manner.

Town Manager Stevens offered condolences to the Mayor in the death of his grandfathaer. He extended thoughts and prayers to Commissioners Davis, Woody Beale, and Tommy Beal who are under the weather.

The Board of Elections voted to discontinue Early Voting in Broadway. The numbers didn't match the expense nor the logistics. Those interested in Early Voting may go to the McSwain Center or the Lee County Board of Elections.

It has been brought to the attention of the commissioners and Town Manager that the bypass does not have a sign indicating the Town of Broadway is to the left. There is a sign for Fuquay because it is the next stop on Hwy 42 or the next population center. Mr. Stevens wrote a letter to Mr. Willett with D.O.T. requesting a sign pointing to Broadway.

Being no other business, Commissioner Tommy Beal made the motion to adjourn the meeting. The motion was seconded by Commissioner Woody Beale. Vote was unanimous.

Donald F. Andrews
Mayor

Laura Duval, Town Clerk