

TOWN OF BROADWAY
BOARD OF COMMISSIONERS
MEETING
MINUTES
NOVEMBER 24, 2014

A scheduled meeting of the Board of Commissioners was held on Monday, November 24, 2014 at 7:00 p.m. at the Council Chamber, 102 East Lake Drive, Broadway, North Carolina.

Board members present were Mayor Donald Andrews, Commissioners Tommy Beal, Woody Beale, Jim Davis, Lynne Green, and Janet Harrington. Also, Town Attorney Jimmy Love, Town Manager Dustin Kornegay, and Town Clerk Laura Duval were present.

The meeting was called to order by Mayor Andrews. Commissioner Green gave the invocation, which was followed by the Pledge of Allegiance.

Mayor Andrews requested an addition to New Business - Item F. Broadway Optimist Christmas Parade. Commissioner Davis made the motion to accept the Agenda as amended with the addition of Item E. under New Business. The motion was seconded by Commissioner Woody Beale. Motion carried unanimously.

Mayor Pro Tem Beal made the motion to accept the Minutes from the October Board Meeting as submitted. The motion was seconded by Commissioner Harrington. Motion carried unanimously.

During Public Comment - Bob Stevens, who resides at 121 West Lake Drive, Broadway, North Carolina, commended the Mayor and Commissioners for their hard work and diligence during the hiring and selection process for the new Town Manager. After working with Dustin Kornegay, Mr. Stevens has found that they made a good decision in hiring him and believes Dustin will be a good fit for Broadway.

Mayor Andrews opened the Joint Public Hearing with the Broadway Board of Commissioners and the Broadway Planning Board. The purpose of the hearing was to consider five proposed text amendments to the UDO. Althea Thompson, Zoning Administrator, presented amendments to the UDO as recommended by the planning staff. At their August meeting the Joint Planning Commission Board recommended the five text amendments be forwarded to all three jurisdictions for adoption. Proposed Amendment 1 pertained to Article 4 Zoning Regulations for Cluster Subdivisions, requesting the deletion of all references to Cluster Subdivisions. Proposed Amendment 2 pertained to Article 10. Site Design Standards, Section 10.2 Shopping Centers and Superstores, Subsection 10.2.8 Signage requesting the removal of the color standard.

Proposed Amendment 3 pertained to Article 5, Section 5.37 Free-Standing Ice Vending Units. Staff recommended ice vending machines up to 7'W by 10'D be allowed as an accessory use only. These units will be placed on lots that have an approved site plan. Proposed Amendment 4 related to Article 4 Zoning District Regulations, Table 4.6-1 Permitted Use Matrix for Adult Day Care Facilities, Article 5. Staff recommended Adult Day Care Facilities be treated the same as Child Day Care facilities and be allowed as a Special Use with Development Regulations in all residential districts. Amy McNeill, Design and Review Coordinator, presented Proposed Amendment 5, which includes amending Article 4, Table 4.6-1 Permitted Use Matrix and Article 5 by adding a new Section 5.39 for Commercial Solar Collector Facilities and a new Section 5 for Residential Solar Collectors. After questions were answered, no one spoke for or against the UDO text amendments. Mayor Andrews then closed the public hearing.

Town Manager Kornegay presented the fiscal results summary from the financial audit for F/Y 2013-2014. General Fund Revenue increased approximately 6.3% or \$50,483 compared to prior year. Actual revenue was \$32,315 (4.0%) higher than budget. General Fund Expenditures increased by 2.5% or \$19,960 compared to prior year. Actual expenditures were \$68,286 (7.6%) less than budget. Fund Balance increased by \$37,013 in fiscal year 2013-2014. At June 30, 2014 Fund Balance was \$837,347. Fund Balance available for appropriation is \$759,280 and includes the following: Designated - \$146,252 for Powell Bill, \$3,738 for Cultural and Recreational, and \$2,681 for Public Safety. Assigned - \$16,755 for Cultural and Recreational – Festival. Unassigned - \$589,854. Fund Balance available for appropriation excluding the designated and assigned funds is at 71.01% as a percent of 2014-2015 budget.

Utility Fund Revenue decreased approximately 1.6% or \$5,947 compared to prior year. Actual Revenue was \$7,328 (2.0%) less than budget. Expenditures decreased by 13.6% or \$48,941 compared with prior year. Actual expenditures were \$60,307 (16.3%) less than budget. There was a net income of \$52,979 in fiscal year 2013-2014 compared to a net income of \$49,438 in fiscal year 2012-2013. Mr. Kornegay stated the Town is in excellent financial condition. He expressed his thanks to Barbara Cox and Laura Duval for making the machine run on a day-to-day basis and to Beth Kelly and Glenda Rosser for their help with the audit process.

Mayor Andrews asked Beth Kelly questions pertaining to the audit. The Town received an unmodified audit, which is a good thing and means the audit was clean. It will always be noted that the Town lacks segregation of duties due to a small office staff. The only other recommendation or concern addressed was the fourth quarter franchise utility tax receivable adjustment, which was immaterial considering the size of the Town. The LGC has approved the audit. Beth explained that spendable refers to money approved by the Town Board to be spent, and unspendable refers to state statute restricted funds like Powell Bill Funds. The Mayor stated Barbara and Laura do a great job, and the Town is fortunate to have them, as well as, Beth and Glenda as backup.

Mayor Andrews presented a resolution authorizing bank signatures so that Town Manager Kornegay can sign checks. Mayor Pro Tem Beal made the motion to adopt the resolution. The motion was seconded by Commissioner Green. Motion carried unanimously.

Mayor Andrews requested the Town Board's support for proceeding with Broadway Our Way, which will be held on April 18, 2015. Commissioner Harrington made the motion to proceed with the annual festival. The motion was seconded by Commissioner Green. Motion carried unanimously.

Mayor Pro Tem Beal made the motion to change the next meeting date from December 22 to December 15 due to the Christmas holidays. The motion was seconded by Commissioner Davis. Motion carried unanimously.

In the past the Town has donated \$1,000 to the Broadway Optimist Club in support of the Christmas Parade. Mayor Andrews asked the Town Board if they would like to contribute again this year. Mayor Pro Tem Beal made the motion to donate \$1,000 to the Broadway Optimist Club for the Christmas Parade. The motion was seconded by Commissioner Woody Beale. Motion carried unanimously.

Commissioner Woody Beale made the motion to accept the Financial Statements as presented. The motion was seconded by Commissioner Green. Motion carried unanimously.

Under Manager's Report, Town Manager Kornegay reported that the Division of Water Quality inspected the wastewater treatment plant two weeks ago. Craig Buchanan had the wastewater plant in great shape as always, and the inspection went well.

Mr. Kornegay is working on a Fats, Oils and Grease Ordinance and Plan. This program is required by the state to keep fats, oils and grease from restaurants out of the Town's collection system. He is working on a plan that will keep the Town in compliance with the state while placing the least burden on restaurant owners.

Under Commissioner Comments, Commissioner Woody Beale wished everyone a Happy Thanksgiving. He stated that he is glad to have Dustin at his first meeting and is looking forward to working with him.

Commissioner Harrington thanked Beth, Barbara, and Laura for the great financial report. She also stated she thinks Dustin is doing a great job and is proud of him. Dustin spoke at the Lion's Club meeting this past Thursday, and they were all very impressed with him.

Mayor Pro Tem Beal concurred with the previous commissioner comments. He stated the Town has a great staff, and he is glad to have Dustin with us.

Commissioner Green appreciated the citizens who attended the meeting and wished all the citizens would know what a great job the staff do for the Town every day. She also expressed her thanks to Beth Kelly for the support she gives Barbara and Laura. Commissioner Green stated the Town Board does not take them for granted and is always there to help them.

Commissioner Davis stated he is glad to see Dustin with us, and the good reports the Town Board get on the employees are always great. He complimented the Veteran's Day Service. Commissioner Davis thought it was a good program and was glad to see the Town recognize the sacrifices made by our veterans.

Under Mayor Comments, Mayor Andrews thanked Shirley McIntyre and Nancy Jackson with the DAV Chapter 5 Auxiliary for planning the Veterans Day Service. It was a good ceremony, and there was a good crowd in attendance supporting our military men and women.

The Sanford Lee County Partnership for Prosperity is moving forward. Dustin and the Mayor attended the meeting last week. The name will be changed to Partnership Foundation so that nonprofits can contribute to the partnership. They're also in the process of engaging a marketing company to work on letterhead, the website, and brochures.

Christmas in the Park will be held on December 7 at 5:00 p.m. Rev. Doug Houston will give the invocation and read the Christmas story, Mike Kelly will help provide music, and the tree lighting will be held at the NCVM.

The NC League of Municipalities sent the Mayor a resolution recognizing Bob Stevens for his years of service as Town Commissioner and Town Manager of Broadway. Mayor Andrews will present a framed copy to Mr. Stevens at the Town Hall.

The Community Thanksgiving Service will be held on Wednesday evening at 7:00 p.m. Broadway Presbyterian Church will host the service.

Jonathan Malcolm has been awarded his Eagle Scout. The Town sent him a congratulatory letter. Jonathan and his father have put it in a lot of time and work at the park, and they continue to maintain it. Mr. Malcolm will notify the Town Board when the ceremony will be held so that they may attend.

The commissioners agreed to ride together in the Broadway Christmas parade. Mayor Pro Tem Beal volunteered to contact Toyota for a truck to use.

Mayor Pro Tem Beal made the motion to go into closed session per G.S. 143-318.10(e) to prevent the disclosure of information that is made privileged or confidential. The motion was seconded by Commissioner Green. Motion carried unanimously.

With no further business to come before the Board, Commissioner Woody Beale made the motion to adjourn the meeting. The motion was seconded by Mayor Pro Tem Beal. Motion carried unanimously to adjourn.

Donald F. Andrews
Mayor

Laura K. Duval
Town Clerk