

TOWN OF BROADWAY
BOARD OF COMMISSIONERS
MEETING MINUTES
FEBRUARY 24, 2020

A scheduled meeting of the Board of Commissioners was held on Monday, February 24, at 6:00 p.m. at the Council Chamber, 103 North Main Street, Broadway, North Carolina.

Board members present were Mayor Donald Andrews, Commissioners Tommy Beal, Lynne Green, Janet Harrington, Teresa Kelly and Jim Paschal. Also, Town Attorney Jimmy Love, Interim Town Manager Bob Stevens and Town Clerk Laura Duval were present.

Mayor Andrews expressed his thanks to Bob Stevens for agreeing to serve as Interim Town Manager.

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

Mayor Pro Tem Beal made the motion to accept the Agenda as presented. The motion was seconded by Commissioner Harrington. Motion carried unanimously.

Consent Agenda – Approval of January Meeting Minutes, February 11 Special Meeting Minutes, and the January Financial Statement. Commissioner Harrington made the motion to accept the Consent Agenda as submitted. The motion was seconded by Commissioner Green. Motion carried unanimously.

Mayor Andrews presented the audit contract for fiscal year 2019-2020. This is the last year of the five year contract with Joyce and Company. It will be put out to bid again next year. The contract states the audit fee is not to exceed \$10,920, and writing the financial statements is not to exceed \$2,040. Commissioner Paschal made the motion to approve the audit contract for fiscal year 2019-2020. The motion was seconded by Mayor Pro Tem Beal. Motion carried unanimously.

Mayor Andrews presented a resolution to close Main Street for the Broadway Our Way Festival on April 18. Commissioner Harrington made the motion to approve the resolution. The motion was seconded by Commissioner Kelly. Motion carried unanimously.

Mayor Andrews presented a banking resolution to add Bob Stevens to the bank signatures so that three staff will be able to sign checks for the Town. Mayor Pro Tem Beal made the motion to approve the banking resolution. The motion was seconded by Commissioner Green. Motion carried unanimously.

The Town Board discussed getting re-surfacing estimates for the following streets: Colonial, West Harrington, Hazel, Crystal, and Ruth Ann. They agreed to get these streets spec'd out in order to have preliminary numbers for future re-surfacing. Commissioner Paschal made the motion to get the specified streets spec'd out. The motion was seconded by Commissioner Harrington. Motion carried unanimously.

Mayor Andrews stated that Ms. Betty Judd approached him a month ago about recognizing the month of March as bleeding disorders awareness month. The Mayor presented and read a Proclamation for Declaring March as Bleeding Disorders Awareness Month. He read the proclamation aloud. Commissioner Harrington made the motion to approve the proclamation. The motion was seconded by Commissioner Kelly. Motion carried unanimously.

Manager's Report – Mr. Stevens reported that the LGC has accepted the Town Board's letter of response to the miscommunication on the closing out of the USDA loan. The auditors prefer to present their financial report after the LGC has approved the audit. The USDA is waiting for their copy of the audit. Shelton Ennis, with Joyce and Company, will give the audit presentation at the March Board Meeting.

A fire hydrant was knocked over by a driver near Cameron Grove Church. In addition a stop sign and a street sign were also knocked down. An estimate of the damage is \$3,500 - \$4,000. Mr. Stevens obtained the police report from Officer Gunter, and he has filed a claim with Geico, which insures the driver. Ronnie Turner has put the installation of the fire hydrant on his schedule.

The topographical survey of the dam is the next part of the Watson Lake project. Mr. Stevens has contacted an engineer to give a price so that it can be included in next year's budget.

Chief Hinnant and his staff will begin reporting live March 1, using the NIBRS software. The police department trained last week on this mandatory software required by the State.

Commissioner Comments – Commissioner Green thanked Bob Stevens for stepping in and helping out the Town. She knows the Town will be in good hands until the Town Manager position is filled. Commissioner Green also thanked Ms. Judd for asking the Town Board to join in the awareness of bleeding disorders.

Mayor Pro Tem Beal expressed thanks to Bob Stevens for his help. He distributed a 2020 Census FAQ sheet. It covers safety of information, time to respond, questions asked, and questions that will not be asked. The Mayor Pro Tem and Commissioner Green attended a census meeting two weeks ago. This information was covered at the meeting. Encourage everyone to participate in the census. Everyone needs to be counted. More people counted results in more money received from the federal government. Some census workers will go door to door, but they will have badges to identify themselves.

Commissioner Harrington expressed her appreciation to Mr. Stevens for working full time last week at a part-time job. She thanked him for coming back to help the Town.

Mr. Stevens responded to the Town Board and thanked them for their confidence in him as shown by bringing him back. He plans to give each commissioner his phone number so that they can contact him anytime. Mr. Stevens stated he is at their disposal day or night.

Mayor Comments – A festival committee meeting will be held Tuesday night at 7:00 p.m. in the Council Chamber.

Mayor Andrews has been informed that the NCVM has received its building permits for the DAV monument. Trees will probably be coming down this week then dirt will be hauled in.

The Mayor was approached about the time capsule that was buried on October 17, 1970. It was buried near one of the columns at the water tank, and it was stipulated that it would be opened 50 years later. The Woman's Club has offered to host an event at the library celebrating the opening of the time capsule on October 17, 2020. Mr. Stevens said it was buried 24 inches in the ground. They will probe the area first and uncover the capsule prior to the event.

An estimate has been requested for filling the cracks in the Community Building/Town Hall parking lot. This work will be done prior to the festival.

Mayor Andrews would like to have a pre-budget work session within the next few weeks. Some long range plans need to be discussed and prioritized.

The Mayor requested a motion to go into closed session to discuss personnel matters per G.S. 143-318.11(a)(6). Commissioner Paschal made the motion to go into closed session. The motion was seconded by Commissioner Green. Motion carried unanimously.

After returning to regular session, there was no further business to come before the Town Board. Mayor Pro Tem Beal made the motion to adjourn the meeting. The motion was seconded by Commissioner Paschal. Motion carried unanimously to adjourn.

Donald F. Andrews
Mayor

Laura K. Duval, Town Clerk

