

TOWN OF BROADWAY  
BOARD OF COMMISSIONERS  
MEETING MINUTES

MARCH 22, 2021

A scheduled meeting of the Board of Commissioners was held on Monday, March 22, at 6:00 p.m. in the Council Chamber, 103 N. Main Street, Broadway, North Carolina.

Board members present were Mayor Donald Andrews, Commissioners Tommy Beal, Janet Harrington, Teresa Kelly, and Jim Paschal. Also, Town Counsel Jimmy Love, Town Manager Eddie Thomas, and Town Clerk Laura Duval were present. Commissioner Lynne Green was unable to attend due to illness.

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

Mayor Andrews recognized Police Chief Todd Hinnant, who introduced our new full-time police officer, Mark Carroll. Mark has served as a reserve officer for the Town since 2012. Chief Hinnant advised now that Rich Barefield has retired, he will serve as a reserve officer. The Mayor and Commissioners welcomed Mark aboard. Chief Hinnant also advised that Evan Gunter has been named as the new Sargent.

Mayor Andrews requested the addition of agenda items: under New Business Item D. Audit Contract with Joyce & Company and Item E. Water Line on Oakland Avenue. Under Old Business Item A. Welcome Sign and Item B. Sidewalk Project Update. Commissioner Paschal made the motion to accept the Agenda as amended. The motion was seconded by Mayor Pro Tem Beal. Motion carried unanimously.

Consent Agenda – Approval of February 22 Board Meeting Minutes and the February financial statements. Commissioner Harrington made the motion to accept the Consent Agenda as submitted. The motion was seconded by Commissioner Kelly. Motion carried unanimously.

Mayor Andrews presented the Hazard Mitigation Resolution for adoption. It is required for the Town to adopt the resolution because Lee County handles the hazard mitigation. Commissioner Kelly made the motion to adopt the Hazard Mitigation Resolution. The motion was seconded by Commissioner Paschal. Motion carried unanimously.

The Mayor reviewed the Resolution Supporting the Display of the National Motto "In God We Trust." The motto will be placed under the Town seal in the Council Chamber and will be placed on the glass above the front doors of Town Hall. Mayor Pro

Tem Beal made the motion to adopt the motto resolution. The motion was seconded by Commissioner Harrington. Motion carried unanimously.

Mayor Andrews presented a budget amendment for approval. In General Fund Revenues \$35,500 is being appropriated from Local Option Sales Tax to Maintenance Dept. \$35,000 to cover six months' salary for new employee and \$500 to Governing Body for miscellaneous supplies. \$25,118.29 is being appropriated from CARES Grant Funding from the County to Police Dept, making a total appropriation of \$60,618.29. In Water & Sewer Fund Revenues \$35,000 is being appropriated from Water & Sewer Taps to Water & Sewer Dept. Weaver Development paid to have water and sewer taps installed for the houses they're building. Commissioner Kelly made the motion to adopt the budget amendment as presented. The motion was seconded by Commissioner Harrington. Motion carried unanimously.

The Mayor presented an extension of audit services by Joyce & Company for one year. The cost is \$11,262.50. Since the City of Sanford provides backup financial services to the Town, we use the same auditors. Audit services will go out to bid next year. Commissioner Paschal made the motion to adopt the audit contract extension. The motion was seconded by Mayor Pro Tem Beal. Motion carried unanimously.

Mayor Andrews presented information pertaining to the water line extension on Oakland Avenue. A triangular parcel facing First Street has been put on the market. Sewer access to this property is across the street and on Hickory Avenue. There is no road frontage on First and Oakland, so a house would most likely have to face Hickory. The water line stops at the fire hydrant on Oakland. In order to get water to the First Street parcel, a water line will have to be run 200 ft. That extension will cost approximately \$10,000 from the fire hydrant down Oakland then under the street to set the meter. It will cost \$2,000 to set the meter. A builder has expressed interest in this parcel. However, the adjoining property owners would not grant an easement, so there is no other option. The builders would run the line to their lot at cost, and they have indicated that they want to pursue it. The right of way belongs to the Town. The lot stays wet because there is a pipe that drains onto it. A water main has to be put in because the parcel next to Dr. Sloan's property could be subdivided for building, and water would have to be provided. Town Counsel will draw up the paperwork on an inner easement.

The Town Board discussed the relocation of the welcome sign due to the road widening project. DOT said the sign would need to be moved past the fire hydrant. It has to be placed 50 feet from the road. A few years ago, a \$6,000 estimate was given to move the sign without guarantees that it would hold up. DOT did pay the Town \$25,000 for the sign. Next April the road widening will begin, so a decision needs to be made prior to start up. The Broadway Beautification Committee designed the original sign, so it does have sentimental value to those members. The lights will be removed and saved, and the plaques have already been removed for safekeeping. The Town Board agreed the first step is to contact the property owner to determine if the Town can get an easement for new placement of the sign. They concurred it may be better to wait until the road is completed before permanently placing the sign.

Mayor Andrews gave an update on the sidewalk project. The sidewalk project had been put on hold, but DOT has now authorized the project to move forward. The sidewalk will run from Mansfield Drive to Hollywood Pizza. The Town already spent \$15,000 for engineering services required for the installation of the sidewalk.

Manager's Report – Town Manager Thomas advised Duke Energy has contracted with Xylem Tree Experts to do the five year vegetation cutting. Xylem will notify affected businesses and residences with door hangers before beginning the work. Circuit line clearance work should begin the first of April. It will take approximately 90 days to complete the cutting. Duke Energy has a 15ft right of way under the power line.

Mr. Thomas announced that the bi-annual Roadside Litter Sweep program will take place from April 10 – 24. There is a noticeable increase in roadside litter throughout the county. Lee County Solid Waste Division is encouraging individuals and groups to participate. DOT will provide volunteers with clean-up supplies, trash bags, gloves, and safety vests. Mr. Thomas has notified the Lions Club of the litter sweep, should they wish to participate.

The Town Manager expressed his appreciation to the Town Board for their continued support as he tries to be proactive when resolving concerns and complaints. He tries to handle issues in a timely manner once they are brought to his attention.

Commissioner Comments – Mayor Pro Tem Beal asked about the status of prescription drop off with the Police Department. Chief Hinnant has talked with the sheriff about this prospect. A drop box requires 24 hour supervision. A prescription drop off will have to be held on a Saturday morning in the parking lot since we don't have an officer manning the office around the clock. The Mayor will discuss this further with the Chief.

Commissioner Harrington mentioned it was a nice get together honoring Rich Barefield last Friday. She also advised that Virginia Strucinski's husband passed away.

Commissioner Kelly advised she could not attend Rich's reception because it was food distribution day at CUOC. She inquired about the Smokestack Chimney Company. Mayor Andrews advised they have bought the old Dollar General building.

Mayor Comments – Mayor Andrews advised the walking trail has been cleared and the roots have been taken up. They are dredging to put in a 4" pipe where it stays wet. The trail will be paved this week.

Ken Bright is preparing packets to put out to bid for re-surfacing West Harrington Avenue.

The Mayor and Town Manager are still working on lights for the water tank. It's difficult to find a company that still installs them. Mayor Andrews has contacted Main Street LED and has received no response. The Mayor contacted Capitol Broadcasting to learn who handles their lighting, but they are now looking for someone to replace the current lighting. Mayor Andrews plans to visit Apex to determine what type of lighting

they use. Mr. Thomas will also contact a few contractors for possible recommendations. A price needs to be obtained before making a decision.

The American Legion Post is holding a Memorial Day Service at the NCVM this year. They assured Mayor Andrews they will follow the governor's executive orders.

A joint planning meeting will be held Tuesday, March 30 at 6:00 p.m. The City, Town and County will meet with planning so they can review the new building regulations (160-D) passed by the General Assembly. The meeting will be held at the Wicker Center in the exhibit hall.

Yard debris pickup is still scheduled for the first week of each month. Some citizens are upset because the dump pile has been eliminated behind the community building. The pile had become an eyesore and was being abused by people who do not reside in Broadway, so dumping was discontinued.

Mayor Andrews advised the commissioners that the charge for the iPad that was gifted will be reflected on their April check. Their checks will be less, depending upon their claimed tax allowances.

The Mayor is excited about Mark Carroll working as a full-time officer. He will be a good addition to our police department, is very friendly and will be a good fit for the Town. Mark has worked as an auxiliary officer for several years.

Officer Nelson hit a deer last Wednesday night. It did minimal damage to the patrol car, and management is waiting for the estimate for repairs.

Jacob Melvin is coming on board great. He is a quick learner and is working on his certifications.

Mayor Andrews wants to have a budget work session in April. He will email potential meeting dates and times so that commissioners can have input on the date.

The water and sewer grants have been awarded, and the Town is moving forward with the feasibility studies.

The time capsule has been located under the water tank. An event might be held in the fall for opening the capsule. Food trucks and entertainment may be included in the event.

The new houses on South Main are going up very quickly. A complaint was received from a nearby resident that construction was starting at 6:15 a.m. on Saturdays. The Town has an ordinance that limits construction work from 7:00 a.m. to 6:00 p.m. The Town Manager addressed the issue with the builder, and there have been no more issues.

With 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.

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Donald F. Andrews  
Mayor

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Laura K. Duval, Town Clerk