

TOWN OF BROADWAY
BOARD OF COMMISSIONERS
MEETING MINUTES

JULY 25, 2022

A scheduled meeting of the Board of Commissioners was held on Monday, July 25, at 6:00 p.m. in the Council Chamber, 103 N. Main Street, Broadway, North Carolina.

Board members present were Mayor Donald Andrews, Commissioners April Collins, Lynne Green, Teresa Kelly, and Jim Paschal. Also, Town Counsel Jimmy Love, Town Manager John Godfrey, and Town Clerk Laura Duval were present. Mayor Pro Tem Beal was unable to attend the meeting.

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

Mayor Andrews recognized Police Chief Evan Gunter who introduced our newest patrol officer. Matthew Stone was sworn in on July 1. He graduated from BLET at CCCC. Matthew is a lifelong resident of Lee County and has two children. The Town Board welcomed Officer Stone to the Broadway PD.

Mayor Andrews requested the addition of a Closed Session as the last agenda item. The closed session will be held to consult with the Town attorney in order to preserve the attorney-client privilege between the attorney and the public body per G.S. 143-318.11(a)(3). Commissioner Kelly made the motion to accept the Agenda as amended. The motion was seconded by Commissioner Collins. Motion carried unanimously.

Consent Agenda – June 27 Board Meeting Minutes and June financial statements. Commissioner Paschal made the motion to accept the consent agenda as submitted. The motion was seconded by Commissioner Green. Motion carried unanimously.

Public Comment – Lee County Commissioner Kirk Smith, of 3108 Avents Ferry Road, Sanford, recognized Mayor Andrews' dedicated service to the Lee County Fire Advisory Board. Commissioner Smith reluctantly accepted the Mayor's resignation. He appreciates Mayor Andrews' hard work in preparing all budgets for all the fire districts in Lee County. At a future County Commissioners meeting, a resolution will be presented to Mayor Andrews recognizing his service. Commissioner Smith invited the Town Board to attend.

New Business – The General Assembly updated their required statutes for municipalities or any entity with housing ordinances. Mayor Andrews advised the Town retained the services of State Code Enforcement to make updates, and they completed

the updates to the Minimum Housing Ordinance in June. The ordinance has been reviewed by Town Counsel. A public hearing must be held on all revisions to Town Ordinances. Mayor Andrews opened the public hearing for those wishing to speak in favor of or against the updates to the Minimum Housing Ordinance. No proponents nor opponents spoke on the updates. The Mayor closed the public hearing.

Mayor Andrews advised most of the changes were made to numbers and the Planning Board, who serves as the Board of Adjustments, was appointed to serve as the Board of Appeals. They have received a copy of the ordinance, and it will be updated in the Town's Code of Ordinances.

Commissioner Paschal made the motion to approve the updated Minimum Housing Ordinance as presented. The motion was seconded by Commissioner Kelly. Motion carried unanimously.

Mayor Andrews stated the contract with Southern Corrosion for preventative water tank maintenance and funding was discussed at the last meeting. As directed, the Mayor and Town Manager reviewed the trend in contracted services under water and sewer fund for the last four to five years. They reviewed expenditures in that line item and talked with staff. It appears to be the best decision to enter a contract with Southern Corrosion. In the past maintenance was done periodically. This \$13,500 contract is renewed on a year by year basis and can be cancelled 90 days prior to renewal date. Town Counsel reviewed the contract, and it is a standard contract covering maintenance and upkeep. The first year they will take care of the tank's interior, and the contract is very specific with a breakdown of maintenance done each year for 10 years. The contract will increase every year based on the CPI. Christmas lights are included. Commissioner Kelly made the motion to approve the contract with Southern Corrosion for water tank maintenance. The motion was seconded by Commissioner Green. Motion carried unanimously.

Mayor Andrews presented an on call engineering services agreement with Withers-Ravenel. They were the only company that responded to the RFQ for engineering services in April. Town Counsel has reviewed the agreement. Anything the Town asks them to do will generate a task agreement explaining costs. Commissioner Green made the motion to approve the agreement with Withers-Ravenel for on call engineering services. The motion was seconded by Commissioner Kelly. Motion carried unanimously.

Manager's Report – Town Manager Godfrey reported he participated in a WebEx training session on SCIF Grant reporting. This is the grant with the NCVM. He completed the quarterly report and submitted it to OSBM as required.

The Town Manager and Public Works staff put together an updated Spill/Overflow Response Plan for the WWTP. Mr. Godfrey submitted the Plan to NCDEQ as mandated.

During the week of June 27, GFL was short a driver and had truck malfunctions the following week. Town Hall communicated effectively with GFL officials in order to address phone calls from citizens.

Town Manager Godfrey began reporting procedures on Powell Bill funding and will follow up with expenditure reporting this week.

As mentioned earlier, Officer Matthew Stone took the oath of office on July 1 with fellow staff, family and friends there to show support. We welcome Officer Stone to the Town of Broadway.

Mr. Godfrey participated in a WebEx in reference to required annual reporting for Solid Waste for NCDEQ. He will be gathering data and information required for the report which is due September 1.

He also met and/or spoke with the following in efforts to pursue various interests of the Town: John Dotson, Southern Corrosion; officials with State Code Enforcement; Mr. Love, Town Attorney; Tommy Holder, IT consultant; and Christine Fowler with Stored Tech.

Mr. Godfrey informed the Town Board that Woody Beale made a donation to the Town for a new laptop for Broadway PD. An inquiry was made regarding the body cams and tasers. The Town Manager advised the paperwork has been submitted, and the equipment is on order.

Town Manager Godfrey continues to complete monthly reports as required, assist staff where needed, and provide them with the tools necessary to fulfill their daily tasks. All departments continue to operate in an efficient manner, meet daily challenges head on, and work together to accomplish our goals on behalf of the Town. He greatly appreciates the efforts of Town staff.

Commissioner Comments – Commissioner Collins has received several complaints about speeding at both entrances to Town. Commissioner Kelly has also received speeding complaints. She suggested parking a police car on South Main to slow drivers down coming into Town. Mayor Andrews stated the police department has periodically borrowed a sign monitoring speed from the sheriff's department. He will ask Chief Gunter to inquire about borrowing it again.

Commissioner Kelly expressed her thanks to the Broadway Lions Club for donating carp to Watson Lake. Mayor Andrews assisted with this endeavor. Minnows were also purchased by some residents for the bass.

Mayor Comments – Mayor Andrews gave an update on the wastewater plan. Right now they are working with Withers on the application for an Asset Inventory Analysis grant. It is due the end of August.

The Mayor has been working with Withers-Ravenel on exploring alternatives for a third party to assist with obtaining easements for the South Main sidewalk project.

The Emergency Action Plan for Watson Lake Dam has been filed with the state. The Town is now on the list for a grant. The first grant will cover engineering costs then next year the Town can apply for another grant to cover the construction part of the project. There will be more resources available in 2023.

Speeding is an ongoing issue. On Saturday a Lee County officer parked his patrol car in the turning lane and that slowed down traffic. The PD runs radar and will continue to explore speeding solutions.

Progress on the NC Disabled Veterans Monument is slow. They are working as hard as they can to complete the monument. Last week the marble panels were hung. Now the floor and wall tiles are being installed. The HVAC system will be installed next. They are making headway on the interior.

Mayor Andrews entertained a motion to go into Closed Session per G.S. 143-318.11(a)(3). Commissioner Paschal made the motion to go into Closed Session. The motion was seconded by Commissioner Kelly. Motion carried unanimously.

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

Donald F. Andrews
Mayor

Laura K. Duval, Town Clerk