

TOWN OF BROADWAY
BOARD OF COMMISSIONERS
MEETING MINUTES

APRIL 24, 2023

A scheduled meeting of the Board of Commissioners was held on Monday, April 24, 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, 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.

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 additions and a deletion to the agenda. Under New Business, Item C. Street Closure Resolution was withdrawn, and Item F. Preliminary Project Scope AIA Sewer Grant was added. At the end of the meeting a closed session will be held per G.S. 143-318(a)(5) to advise staff on contract negotiation. 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 – March Board Meeting Minutes and March financial statements. Commissioner Kelly made the motion to accept the consent agenda as submitted. The motion was seconded by Commissioner Collins. Motion carried unanimously.

Public Comment – William Nettleton, 321 Gilbert Lett Drive, Broadway, NC, told the Town Board they are doing a great job with the Town. He feels the Town has many unique beautiful features. Broadway is similar to his rural hometown in upstate New York. The Town of Broadway has been kept intact and almost pristine. Mr. Nettleton believes federal government leaders encouraged people to better themselves elsewhere, which eventually led to drugs and unemployment destroying his hometown. They now have worse issues than those found in the inner cities. He encouraged the Town Board to be proactive against this process and inspire young people to see Broadway is the one of the best places to live. Mr. Nettleton is also available for any projects the Town may have. He remarked the NCVM and NCDV Monument look amazing.

New Business – Two weeks ago, representatives with Triangle J, helped Town Manager Godfrey close out the ARPA Funds reporting. They recommended the Town adopt two policies. Both policies were reviewed by Counsel Love, and he did not see any issues with them. Mayor Andrews presented the Eligible Use Policy for the Expenditure of American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal

Recovery Funds for adoption. Commissioner Kelly made the motion to adopt the Eligible Use Policy. The motion was seconded by Commissioner Green. Motion carried unanimously.

The other policy recommended for adoption is the ARPA Record Retention Policy. The Town already has a record retention policy, but this one is specific to documents created or maintained pursuant to the ARP/CSLFRF Award. Commissioner Paschal made the motion to adopt the ARPA Funds Record Retention Policy. The motion was seconded by Mayor Pro Tem Beal. Motion carried unanimously.

Mayor Andrews advised that two planning board members have terms ending in June. Jerry Bradley, an appointee for the ETJ, and Justin Rosser, an appointee for the Town, have fulfilled their terms. The Town Board suggested these two gentlemen be asked to consider serving another three year term.

A budget amendment appropriating \$8,000 for the EB-5870 sidewalk project was presented for adoption. \$8,000 will be appropriated to Capital Outlay DOT Sidewalks from Unallocated Powell Bill Funds to cover sidewalk expenditures. Commissioner Kelly made the motion to adopt the budget amendment. The motion was seconded by Commissioner Green. Motion carried unanimously. The project will be advertised this week. A pre-bid meeting will be held June 1, and the bid will be awarded the end of June.

Mayor Andrews discussed the Preliminary Project Scope AIA Sewer Grant. The Town received a grant in the amount of \$400,000 for the AIA on wastewater infrastructure. Withers is helping us come up with the scope of the project. It encompasses data acquisition, GPS location of the infrastructure, condition assessment of what's in the ground, hydraulic model, develop an asset management plan with 10-year capital improvement plan, lifecycle modeling, and rate study. It includes when they hope to get started and when they hope to get closed out. It's about a year long process. The Town applied for two grants, one for water and one for sewer. We received the grant only for sewer. It was recommended to reapply in the fall for the water infrastructure grant. We didn't score quite well enough. The Town will reapply and fine tune the weak areas. Our system is not considered distressed. The application cost of the grants was \$3,750 each. Commissioner Green made the motion to move forward with the Scope AIA Sewer Grant. The motion was seconded by Commissioner Kelly. Motion carried unanimously.

Manager's Report – Town Manager Godfrey reported Chief Gunter and his staff had a training meeting related to NARCAN and distribution of it during calls on overdoses.

Two representatives with TJCOG met with Mr. Godfrey to assist in completing the ARPA/SLFRF Annual Compliance Report. The report was completed and filed with the US Treasury.

Mr. Godfrey completed the Quarterly SCIF Grant Report for the Veterans Monument.

Jacob Melvin, Public Works Tech, attended Backflow/Cross Connection Control and is signed up to take the state exam for certification soon.

The week of April 10 was a busy one as Mr. Godfrey assisted Tommy Fore and Craig Buchanan in preparations for the Broadway Our Way festival. Jacob was in school that week. The Town Manager also worked alongside Mayor Andrews to ensure everything was ready for the festival. The weather was great, and the turnout was wonderful.

Laura Duval, Gail Brown, and Mr. Godfrey met with First Bank officials to discuss their proposal for assuming our credit card machine services. Once their proposal is received, we will review it to see if they offer a better rate than our current supplier, Heartland.

The week of April 17, Mayor Andrews and Mr. Godfrey met with various city and county officials in reference to possible interconnect/merger as it relates to the WWTP. They also attended an interlocal meeting with City, County, and SAGA officials.

Town staff continue to be committed and do a great job. It is a pleasure for Mr. Godfrey to work with them and it's a pleasure for him to serve.

Commissioner Comments – Mayor Pro Tem Beal attended the TJCOG virtual meeting. The cost of membership for the Town will increase from 39 cents to 49 cents per capita. The main point of discussion was the budget for the coming year. At a later date, TJCOG may help the Town write a Cops Grant.

Commissioner Collins thanked the BOW committee and the Town staff who worked so hard to make the festival a success. A lot of hard work was put in by people in the community, and she appreciates everyone's help. She also expressed her appreciation to the Broadway PD for the long hours they have been working.

Commissioner Paschal asked if the Town is accepting sealed bids on the Ford Interceptor. Mayor Andrews advised we are not accepting bids at this time. The Town has a couple of leads on a new police vehicle.

Mayor Comments – The Mayor advised a budget work session needs to be held the second week of May. The Town Board decided to meet on Tuesday, May 9 at 4:00 p.m.

The sidewalk project is moving forward. The Mayor hopes the Town gets good bids. The project was started pre-Covid, and it will be interesting to see what costs are now.

Mayor Andrews wants to have a BOW Festival committee wrap up meeting in May. Changes and successes will be discussed.

At the last meeting Mayor Pro Tem Beal notified the Town Board that TJCOG is changing its name. At the May meeting a resolution supporting the name change, Central Pines Regional Council will be presented for adoption.

Mayor Andrews asked that everyone keep the Parson family in their thoughts. Jerry was a long-time member of the fire department, and Linda worked at Dr. Sloan's office for many years. They have been a big part of the community for a long time.

Town Manager Godfrey referred to the memo on the highway safety program Chief Gunter sent to the Town Board. The BPD participated in this last week and issued several citations.

Mayor Andrews entertained a motion to go into closed session per G.S. 143-318.11(a)(5) to instruct the public body's staff concerning the position to be taken by or on behalf of the public body in negotiating a contract. Commissioner Paschal made the motion to go into closed session. The motion was seconded by Mayor Pro Tem Beal. Motion carried unanimously.

After returning to regular session, Mayor Andrews announced the Memorial Day Service will be held on May 29 at 10:00 a.m. It will be hosted by the local American Legion.

The dedication for the NC Disabled Veterans Monument has been moved back. There is work still to be done. The dedication may be held in the fall.

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.

Donald F. Andrews
Mayor

Laura K. Duval, Town Clerk