

TOWN OF BROADWAY
BOARD OF COMMISSIONERS
MEETING MINUTES

JUNE 26, 2023

A scheduled meeting of the Board of Commissioners was held on Monday, June 26, 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, Finance Officer Gail Brown, and Town Clerk Laura Duval were present.

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

Mayor Andrews requested an addition to the agenda. A closed session per G.S. 143-318.11(a)(3) will be held as the last agenda item. Commissioner Paschal made the motion to accept the Agenda as amended. The motion was seconded by Commissioner Kelly. Motion carried unanimously.

Consent Agenda – May 8 Budget Work Session Minutes, May 22 Board Meeting Minutes, and May financial statements. Mayor Pro Tem Beal made the motion to accept the consent agenda as submitted. The motion was seconded by Commissioner Collins. Motion carried unanimously.

New Business – The annual operating budget for FY 2023-2024 was presented for adoption. The total proposed budget is \$1,716,394 with a tax rate of \$.44/\$100 valuation. Commissioner Kelly made the motion to adopt the budget for FY 2023-2024. The motion was seconded by Commissioner Green. Motion carried unanimously.

The 2014 Ford Interceptor has been taken out of service. The tags and decals have been removed. The next step is to declare the vehicle as surplus, so it can be sold. Sealed bids will be accepted, and the car is sold as is. Commissioner Paschal made the motion to declare the 2014 Ford Interceptor as surplus. The motion was seconded by Mayor Pro Tem Beal. Motion carried unanimously.

Several budget amendments were presented for adoption. Mayor Andrews advised GASB rules have changed pertaining to leases. It is all paperwork. The appropriation of \$34,026 captures the lease of the last police car/Dodge Charger. Commissioner Kelly made the motion to adopt the budget amendment appropriating \$34,026. The motion was seconded by Commissioner Collins. Motion carried unanimously.

The next amendment presented for adoption appropriates \$7,550 of interest income from ARP funds to General Fund. Mayor Pro Tem Beal made the motion to adopt the budget amendment appropriating \$7,550. The motion was seconded by Commissioner Paschal. Motion carried unanimously.

A budget amendment appropriating \$22,015 to capture the value of the body cameras and tasers lease for accounting purposes. It is a five year lease. Commissioner Kelly made the motion to adopt the budget amendment appropriating \$22,015. The motion was seconded by Commissioner Collins. Motion carried unanimously.

Another budget amendment was presented for adoption to capture the value of the lease for the 2022 Ford F-150 in the amount of \$24,884. Commissioner Paschal made the motion to adopt the budget amendment as presented. The motion was seconded by Mayor Pro Tem Beal. Motion carried unanimously.

Mayor Andrews advised the SCIF Grant for the NCVM generated interest. This money has to be used on the project and distributed to the NCVM, Inc. Commissioner Kelly made the motion to adopt the budget amendment appropriating \$22.37 to the NCVM. The motion was seconded by Commissioner Green. Motion carried unanimously.

A resolution in support of the temporary street closure of South Main Street was presented for adoption. The street closure is necessary for the dedication of the North Carolina Disabled Veterans Monument on October 1. South Main Street will be closed from Church Street to McLeod Avenue. Mayor Pro Tem Beal made the motion to adopt the temporary street closure resolution. The motion was seconded by Commissioner Collins. Motion carried unanimously.

The Town Board decided to make appointments to the Planning Board at the July 24 meeting. They want to give interested citizens more time to submit their applications.

Town Manager Godfrey obtained a quote from Sanford Striping and Sealing to stripe and fill cracks on First Street. The cost is \$10,000. Powell Funds will be used for this project. A price was obtained prior to COVID, and it hasn't changed much at all in two years. Future projects include root repair needed on Edgewater Drive, and Cats and Fiddler Drives need to be resurfaced at an approximate cost of \$100,000. Commissioner Paschal made the motion to proceed with striping and filling cracks on First Street. The motion was seconded by Mayor Pro Tem Beal. Motion carried unanimously. The Town Manager will line up this project, which may begin in July.

Manager's Report – Town Manager Godfrey advised Public Works Technician Jacob Melvin passed the state exam and is now a certified Backflow Cross Connection Control Operator.

Mr. Godfrey and Finance Officer Gail Brown met with John Frye of Capital Management Trust. Mr. Frye meets with the finance staff quarterly to give updates on their government portfolio.

Mayor Andrews and Town Manager Godfrey attended a pre-bid meeting held by Ted Kallam of Withers Ravenel for the EB-5870 sidewalk project. They also had a teams meeting with Tim Schueler of Hazen & Sawyer for updates on Watson Lake Dam.

The new 2023 Dodge Durango has been delivered to Town Hall. It is scheduled for upfit of lights, siren, radio, etc. It will take approximately six weeks for the upfit to be completed. Insurance has been secured as well as tags and registration.

On June 6 auditors with Joyce & Company arrived at Town Hall to begin our annual audit, which is ongoing.

The annual consumer confidence water quality report was completed and posted on the Town website. The link to the website will be displayed on the next cycle of water bills.

Mayor Andrews and Mr. Godfrey had a teams meeting with Bill Cowan and Parker Colbath of Withers Ravenel to discuss the Wastewater Interconnect Project.

The bid opening for the sidewalk project was held on June 20. There were two bidders, and the project called for at least three to move forward. A re-bid meeting will be held on July 6 at Town Hall.

Staff continue to work hard and efficiently even in the midst of daily challenges. We all work together as a team, and Mr. Godfrey is grateful for staff's contributions to our Town.

Commissioner Comments – Commissioner Collins mentioned several people have asked her if letters are still being sent about grass cutting. Mayor Andrews advised State Code Enforcement sends letters regularly about this issue, and most people respond in a timely manner.

Commissioner Paschal remarked the officer driving the Town truck may be catching more speeders since people aren't accustomed to it being used as a police vehicle.

Mayor Pro Tem Beal asked about the solar radar speed limit sign. Mayor Andrews advised the cost of a mobile radar speed limit sign is included in the 2023-2024 budget. It is battery operated and can be charged.

Mayor Comments – The Mayor advised two bids were received for the EB-5870 sidewalk project. It required three bids, so the project was re-advertised. Now only two bids are required for the project. The bid opening will be held on July 6, so the Town Board can award the bid at the July 24 meeting.

Code Enforcement and zoning enforcement involves a process that must be followed. A notice of violation is sent first. If there is no response, the issue is taken to the next level for resolution. All the steps involved take time.

Mayor Andrews entertained a motion to go into closed session per G.S.143-318(a)(3) to preserve the attorney-client privilege between the attorney and the public body. 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 stated 2022-2023 has been a challenge. He commended the staff for stepping up and preparing the budget.

The new police officer is on go so far. He is passing his certifications and qualifications. Chief Gunter hopes to have him on board in July. The police department has been working at 75% capacity. Chief Gunter, Sgt. Nelson, and Officer Stone have done a good job. Evan has done a great job acclimating to his role as Chief. Police officers in general are in a no win situation these days.

The Town has a really good staff across the board. They do a good job day in and day out.

Mayor Andrews also expressed his appreciation to the Town Board for their support during the 2022-2023 fiscal year.

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