

**TOWN OF BROADWAY**  
**BOARD OF COMMISSIONERS**  
**MEETING MINUTES**  
**DECEMBER 15, 2025**

A scheduled meeting of the Board of Commissioners was held on Monday, December 15, 2025, at 6:00 p.m. in the Council Chamber, 103 N. Main Street, Broadway, North Carolina.

The board members present were Mayor Donald Andrews, Commissioners April Collins, Teresa Kelly, Lynne Green, and Mayor Pro Tem Tommy Beal. Also present were Town Attorney Lydia Lavelle, Town Manager John Godfrey and Town Clerk Renee' Saville.

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

**Special Presentation –**

Commissioner James Paschal was presented with a plaque in recognition of his years of service to the Town of Broadway and as a Commissioner.

Mayor Pro-Tem Tommy Beal was presented with a resolution for his 32 years of service to the Town of Broadway and as Mayor Pro-Tem.

**Administration of Oaths -**

Town Clerk Saville administered the Oath Of Office to the following commissioners for their term through 2029:

April S. Collins  
Wendy W. Bryan  
Laura K. Duval

**Election of Mayor Pro Tem –**

Commissioner Kelly made the motion to elect Commissioner Lynne Green as Mayor Pro Tem for the next term. Commissioner Collins seconded the motion. Motion carried unanimously.

**APPOINTMENTS TO CENTRAL PINES COG DELEGATE**

Lynne Greene	Mayor Pro-Tem	Delegate
Donald Andrews	Mayor	Alternate

**CENTRAL PINES RURAL PLANNING ORGANIZATION**

Donald Andrews	Mayor	RTAC
----------------	-------	------

**SANFORD AREA GROWTH ALLIANCE**

Donald Andrews Mayor 2025-2027  
John Godfrey Manager Ex-Officio

**LEE COUNTY TRANSPORTATION COMMITTEE**

Donald Andrews Mayor CPRPO RTAC  
April Collins Commissioner

**JOINT PLANNING COMMITTEE**

Donald Andrews Mayor  
Teresa Kelly Commissioner  
John Godfrey Ex-Officio

**DESIGNATE MONTHLY MEETING DATE & TIME**

2026 Monthly Meeting Dates and Time will be the fourth Monday of each month, at 6:00 p.m. in the Council Chamber, 103 N. Main Street, Broadway, North Carolina.

**Approval of December Agenda** – Commissioner Kelly made the motion to accept the December Agenda as submitted. Commissioner Kelly seconded the motion. Motion carried unanimously.

**Consent Agenda** – November minutes, November paid bills report and November financials. Clerk Saville had a change to the minutes regarding donated Christmas decorations. Correction to be made by Clerk. Commissioner Kelly made the motion to accept the Consent Agenda as amended. Mayor Pro Tem Green seconded the motion. Motion carried unanimously.

**Public Comments** –

Billie Page, 302 Forest Avenue, Broadway NC spoke about the intersection of First Street and Forest Avenue. The amount of speeding and failure to stop at this intersection is dangerous to pedestrians and oncoming traffic. Suggest speed bumps, flashing lights or larger stop signs be placed at this intersection to help with the issue. Increased police presence in this area would be an additional deterrent. Ms. Page read a message from Beth McLeod, who owns a home at 102 Forest Avenue. Ms. McLeod is also concerned about this intersection and requests assistance from the Town.

Mayor Andrews asked Town Manager Godfrey to research the cost of getting flashing lights and larger stop signs for this intersection.

**New Business** –

A. Lee County Safety Action Plan – David Montgomery

Consider a Resolution to adopt the Lee County Safety Action Plan.

Public Hearing – Lee County Safety Action Plan

Mayor Andrews opened the Public Hearing for the Lee County Safety Action Plan. No discussion was heard.

Mayor Andrews closed the Public Hearing for the Lee County Safety Action Plan.

Mayor Pro-Tem Green made the motion to approve the resolution. Commissioner Collins seconded the motion. Motion carried unanimously.

B. Resolution Cape Fear Hazard Mitigation

Consider a Resolution to adopt the Cape Fear Hazard Mitigation Lee County Safety Action Plan. Commissioner Kelly made the motion to approve the resolution. Commissioner Duval seconded the motion. Motion carried unanimously.

C. Ordinance Text Update

Mayor Andrews presented suggested updates to several ordinances to the Board.

- a. 17-5 Regulations Keeping Chickens – *add penalty to ordinance; see 1-19 for penalties.*
- b. 19-1 Supervision of County Health Officer - *change County Health Officer to Town Manager*
- c. 19-2 (A) Right to Enter - *change Health Officer to Town Manager or designated Code Enforcement Officer*
- d. 19-2 (B) Unlawful to Hinder Health Officer – *change Health Officer to Town Manager or Code Enforcement Officer*
- e. 19-3 (B) Property To Be Kept In Sanitary Condition – *change Chief of Police or the Sanitation Inspector to Town Manager or Code Enforcement Officer*
- f. 19-4 Weeds, Schedule for Cutting – *change Chief of Police or Sanitary Inspector to Town Manager or Code Enforcement Officer*
- g. 27-2 Discharging Firearms Limited To Peace Officers In Course of Duty – proposed verbiage needs to be revisited with Police Chief Gunter.
- h. Chapter 5 – 20 years old; need to remove; the Town no longer has an Economic Development Council

We will revisit 27-2 at the January 2026 board meeting. Once all changes are approved by the Board, there will be a public hearing to address the proposed changes.

D. Part F Grant Application

A discussion was held regarding the Board's interest in pursuing a grant in conjunction with Lee County Parks and Recreation to consider a Picke Ball Court in Broadway. Commissioner Kelly made a motion to proceed with the grant not to exceed \$15,000.00. Commissioner Bryan seconded the motion. Motion passed unanimously.

Additional discussion regarding grant use and plans for Broadway:

- Location and use of the grant – Enhance Watson Lake Park with the grant (put court here)
- Lett park – what is the County's plans for the park
- Investigate Master Park Plan not to exceed \$15,000.00
- Request Broadway be included in the Lee County Strategic Plan – Parks and Recreation Plan

Commissioner Kelly made a motion to allow Mayor Andrews and Commissioner Bryan to engage in conversation with the County regarding plans for Lett Park and request Broadway be included in the Lee County Strategic Plan. Commissioner Bryan seconded the motion. Motion was carried unanimously.

**Old Business – America’s 250<sup>th</sup> Birthday Celebration**

A committee will be formed to plan our 250<sup>th</sup> Birthday Celebration. Members will be determined at the January 2026 meeting.

**Manager’s Report –**

Presented by Town Manager John Godfrey.

**Commissioner Comments –**

Commissioner Kelly: Thank everyone for their hard work on the Christmas Parade.

Mayor Pro-Tem Green: Welcome to the incoming Commissioners. The Lions Club Christmas parade was an enormous success.

Commissioner Bryan: Thank Commissioner Paschal and Mayor Pro-Tem Beal for their service to the Town. Thanks to the voters who came out to vote. She will provide the numbers for the parade attendance at the next Board meeting.

Commissioner Collins: Thank Mayor Pro Tem Beal and Commissioner Paschal for their service to the Town. She also wants to support the Public Comment plea for the intersection of First Street and Forest Avenue. Also, the stop sign at the end of First Street facing Dollar General is set off the road and most people do not see the sign and proceed as if they are yielding at the intersection.

Commissioner Duval: It is an honor to serve and look forward to working with the Board and representing the Town.

**Mayor Comments –**

- Introduce Town Attorney Lavelle to Commissioner Duval and Commissioner Bryan.
- There was a great turnout for the tree lighting and luminaries. Thanks to the Women’s Club for the cider and cookies; the Friendship lodge for hosting Santa; Lions Club for the luminaries. The walking trail was impressive lit up.
- The parade had 129 entries this year. The turnout was great.
- Upcoming Events: 02.11.26 Fire and Police – Hearts and Heroes Community Safety
  - o Blood Drive
  - o Medicine Drop Off
  - o Car Seat Checks
- Contact has been made with Duke Energy regarding lighting on N. Main Street. The plans are in the hands of their engineers. We have requested long-arm lights to make sure the most lighting is achieved. We have also requested to increase the lumens on the south side of N. Main Street between Hunter Drive and Dalrymple Road.
- Mayor Pro-Tem Green asked about the intersection with Hunter and Lett park. This will be a true “T” intersection when DOT completes their work.
- Commissioner Bryan asked about the cost to modernize the intersection of Mansfield and S. Main Street while we are working on improving intersection of First Street and Forest Avenue. Such as larger stop signs and flashing lights.

- Mayor Andrews stated we are still working on lowering the speed limit on Seminole Road to 35 mph.

With no further business to come before the Town Board, Commissioner Collins made the motion to adjourn the meeting. Commissioner Kelly seconded the motion. Motion carried unanimously to adjourn.

  
\_\_\_\_\_  
Donald F. Andrews  
Mayor

  
\_\_\_\_\_  
Renee' Saville, Town Clerk