

TOWN OF BROADWAY  
BOARD OF COMMISSIONERS  
MEETING MINUTES

APRIL 25, 2022

A scheduled meeting of the Board of Commissioners was held on Monday, April 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 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 an addition to the agenda under New Business: Item F. Watson Lake Dam Discussion. Commissioner Kelly made the motion to accept the Agenda as amended. The motion was seconded by Commissioner Paschal. Motion carried unanimously.

Consent Agenda – March 28 Meeting Minutes and March financial statement. Mayor Pro Tem Beal made the motion to accept the consent agenda as submitted. The motion was seconded by Commissioner Green. Motion carried unanimously.

Public Comments – Commissioner Kirk Smith, 3108 Avents Ferry Road, Sanford, extended his congratulations and praises to the Town of Broadway, Mayor, Board of Commissioners, and to all the volunteers that put on Broadway Our Way Festival. It was great seeing folks come together in the post-COVID-19 era. The festival was a great success, and he's looking forward to it next year.

New Business – A Public Hearing was held to discuss the proposed Town ordinance, allowing ownership of chickens within the Town Limits. Commissioner Paschal made the motion to open the Public Hearing. The motion was seconded by Commissioner Kelly. Motion carried unanimously.

Those speaking in favor of the chicken ordinance revision were: Gregory McCormick, 316 S. Main Street, Broadway. Mr. McCormick first thanked the Town Board for hosting the Broadway Our Festival and the Christmas Parade. He really enjoys living in Broadway. Mr. McCormick explained that he had chickens when he first moved to Broadway. He and his wife were not aware there was an ordinance against chickens. His step-daughter with special needs was raising chickens, and this responsibility enabled her to grow and focus in and view this as her job. They received a letter from code enforcement stating no chickens were allowed inside the Town Limits.

He complied with the ordinance and got rid of their chickens. Mr. McCormick asked the Town Board to reconsider allowing chickens within the Town Limits.

Dusty Phillips, 209 Hunter Drive, Broadway, also asked the Town Board to reconsider allowing chickens within the Town Limits. Broadway has always been known as a rural, farming community, and he feels that allowing chickens is part of that heritage. In addition to providing meals and eggs, chickens are therapeutic to those with special needs, who care for the chickens. Mr. Phillips thinks conditions should be in place, such as providing a well-maintained coop. The Town was built by and supported by farmers. Broadway is not Cary, and he hopes the Town never becomes that size. People live here because they love this community. Broadway Our Way should not just be the name of the festival, but the way we do life. Mr. Phillips asked the Town Board to reverse the ordinance.

No one spoke against the revision to the chicken ordinance. Mayor Andrews closed the Public Hearing. The Town Board will take all comments into consideration and vote on the ordinance at the May 23 meeting.

Since the Town does not have an engineer on staff, Mayor Andrews talked with Bill Cowen of Withers-Ravenel about engineering services for the upcoming projects facing the Town. Mr. Cowen suggested the Town use the services of an on-call engineering firm. The Town can send out an RFQ so that engineering firms can be considered. An RFQ is not money based, it is based on qualifications only. The Town agreed the RFQ could be sent out to see what services engineering firms offer and at what cost. Mayor Pro Tem Beal made the motion to send out an engineering RFQ. The motion was seconded by Commissioner Paschal. Motion carried unanimously.

Mayor Andrews advised the US Treasury has additional ARP policies and procedures the Town needs to adopt. All of the policies came from the UNC SOG and have been reviewed by Town Counsel. He found no issues with the policies. Commissioner Kelly made the motion to adopt the ARP policies and procedures as presented. The motion was seconded by Commissioner Green. Motion carried unanimously. Mayor Andrews advised there would be more required policies presented for adoption in the future.

The Town is receiving \$409,844.92 in ARP funds. According to experts, the final ruling provides the standard allowance, which is more flexible with reporting and less restrictive on how the money is spent. The standard allowance allows the Town to spend the money for lost public sector revenue rather than being so specific to infrastructure. The first report is due April 30, and Town Manager Godfrey has already submitted that report. Commissioner Kelly made the motion to adopt the Resolution Approving the Allocation of ARPA Standard Allowance. The motion was seconded by Commissioner Green. Motion carried unanimously.

Mayor Andrews advised that Planning Board terms for Betsy Kelly and Sue Tipton will expire June 30, 2022. He asked for the Board's thoughts on contacting them about serving another term. The Town Board was in agreement with doing so. The

Town Clerk will contact Ms. Tipton and Ms. Kelly to determine if they have an interest in serving an additional term.

Mayor Andrews advised all the funding avenues for the Watson Lake Dam project require an Emergency Action Plan (EAP). It is also on the checklist of things that the state is requiring to be done. In January funds were appropriated to use for Hazen & Sawyer that have yet to be used. Those funds plus another \$12,000 allocated from General Fund would enable us to move forward with the EAP. Mayor Pro Tem Beal made the motion to go forward with the Emergency Action Plan. The motion was seconded by Commissioner Paschal. A budget amendment, appropriating \$12,000 from Fund Balance to Parks & Rec Capital for the Emergency Action Plan needed for the Watson Lake Dam project, was presented for approval. Mayor Pro Tem Beal made the motion to adopt the budget amendment for the Watson Lake Dam project. The motion was seconded by Commissioner Collins. Motion carried unanimously.

Manager's Report – Town Manager Godfrey advised he worked daily to assist with preparations for the Broadway Our Way Festival. All town employees were instrumental in this endeavor, and he appreciated their help and support.

On March 30 Mayor Andrews, Commissioner Collins, Town Clerk Duval, and Mr. Godfrey toured the WWTP. Craig Buchanan and Jacob Melvin led the tour and provided insight on the many tasks that are required on a daily basis to maintain the plant in good operating order.

Mr. Godfrey and Public Works staff met with an inspector from Southern Corrosion who completed a site visit and inspection of the water tower. In the near future they will provide a water tank management schedule for the Town's review.

The Town Manager completed the first mandatory Quarterly Performance Report for the State Construction and Infrastructure Fund (SCIF) on April 7 for the Veterans Memorial.

Mr. Godfrey shared a letter from Dallas Police Chief Robert Walls commending Chief Evan Gunter during their training at Salemburg.

Chris' Heating and Air completed running ductwork to Chief Gunter's office on April 21 to provide much needed cooler air.

On 21, the Town Manager completed a WebEx training session on Clearpoint, which is a tool that will assist the Town in providing mandatory reporting for the use of ARP funds. He also completed the first mandatory report online for the US Department of Treasury.

Mr. Godfrey continues to meet with Code Enforcement staff on a regular basis in efforts to ensure that communication and reporting are a top priority on behalf of the Town.

The Town Manager continues to assist Public Works staff with transporting water samples to Harnett Co. Regional Water in Lillington when needed, and he assists with reading water meters at the end of the month.

All Town employees work hard on a daily basis to ensure quality services are provided to our citizens. He is thankful for this team and recognizes the effort they put forth each day for the Town.

Commissioner Comments – Commissioner Kelly thought Broadway Our Way was great. It was a great day with great attendance. She heard only good comments about the festival and appreciates everyone's support.

Commissioner Green dittoed Commissioner Kelly's comments about the festival. She also commended Town Manager Godfrey on his detailed, succinct and understandable reporting of his daily activities for the Town; and she is appreciative of that.

Mayor Pro Tem Beal echoed the others' comments.

Commissioner Collins stated she heard only positive comments about the festival. She believes the Easter Egg Hunt was one of the biggest joys the kids had. A gentleman approached her and offered drone services for next year's festival. Commissioner Collins asked about the progress on the Disabled Veterans Monument. Mayor Andrews advised several things still need to be done: insulation has to be installed before lights are put in, marble will then be installed, next the floor will be put down, and plumbing and HVAC will be finished up last. Town Manager Godfrey reports this progress to the state.

Commissioner Paschal agreed with everyone's comments about the festival. He thought the entertainment was great and thanked everyone for their hard work.

Mayor Comments – Mayor Andrews remarked the Town is fortunate to have such a great event. A lot of hard work by a whole lot of people was put into the festival from October to April to make it happen. It took a committee to do it, and they were all volunteers. The weather was great with a great crowd all day. All vendors were complimentary of the turnout, and all the food vendors ran out of food. It was a great day to celebrate Broadway. The Mayor expressed his appreciation to all those who helped with Broadway Our Way. People don't realize how much time and effort it takes to put on the festival. Mayor Andrews has heard only good things, and people look forward to the next one.

The Lions Club received donations from private donors and businesses to install benches at Watson Lake Park. Four benches have been installed, and donor plaques will be put on the benches. Four more benches have been ordered. Mayor Andrews thanked the Lions Club for making that happen. The park is being used daily, and people are using the benches. Commissioner Kelly commented that the lake is a good community resource for Broadway, and the Town needs to obtain the funds to keep it open.

EB-5870 sidewalk project is moving forward. DOT has signed off on everything. The project will be put out to bid in July or August. The paperwork to send to property owners for easements is in the works. Once it is received, it will be given to Town Counsel for review.

This spring the old town hall parking lot will be sealed and striped.

On May 5 the Mayor and commissioners will leave at 1:00 p.m. to visit with the Wake Forest Mayor, Town Manager, and Finance Director. They plan to discuss how they handled their infrastructure transfer. The Town Board also hopes to visit the WWTP in Sanford. It is a totally different operation.

Mayor Andrews stated a budget work session will be held in May. He along with the Town Manager and Finance Director will put a proposed budget together to present to the Town Board.

The National Day of Prayer will be held at the NCVM on May 5 at 12 noon. It is hosted by local churches.

American Legion Post #347 will host the Memorial Day Service on May 30 at 10:00 here in Broadway at the NCVM.

The road widening project will be put out to bid in the fall of this 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.

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Donald F. Andrews  
Mayor

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Laura K. Duval, Town Clerk