

**TOWN OF BROADWAY**  
**BOARD OF COMMISSIONERS**  
**MEETING MINUTES**  
**JANUARY 27, 2025**

A scheduled meeting of the Board of Commissioners was held on Monday, January 27, 2025, at 6:00 p.m. in the Council Chamber, 103 N. Main Street, Broadway, North Carolina.

Board members present were Mayor Donald Andrews, Commissioners Lynne Green, Teresa Kelly, April Collins, Jim Paschal, and Mayor Pro Tem Tommy Beal. Also present were Town Attorney Jimmy Love, Town Manager John Godfrey, and Town Clerk Renee' Saville.

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

**Approval of January Agenda** – Mayor Andrews requested an addition to the January Agenda. Item h. Conflict of Interest Policy. Commissioner Kelly made the motion to accept the January Agenda as amended. Commissioner Green seconded the motion. Motion carried unanimously.

**Consent Agenda** – December minutes, December paid bills report and December Financials. Mayor Pro Tem Beal made the motion to accept the Consent Agenda as submitted. Commissioner Paschal seconded the motion. Motion carried unanimously.

**Public Comments** – There were no public comments.

**New Business** –

- a. Presentation of 23-24 FY Audit – Shelton Ennis – Joyce & Company  
Shelton Ennis presented the FY 23-24 Audit. Any deficiencies have been addressed by the Town of Broadway and look forward to working with them FY 24-25.
- b. Budget Ordinance – Utility Fund; AIA Water Grant \$9,750  
This is the Town's AIA match for our water grant. This project kicked off last month and we need to pay for our match. Mayor Pro Tem Beal made the motion to approve this budget ordinance. Commissioner Kelly seconded the motion. Motion carried unanimously.
- c. Budget Ordinance – General Fund; Building/Operating Costs \$12,500  
The Town replaced two compressors on the HVAC. The Town is making needed repairs to our Maintenance Shop. These funds will replace the budget shortfall buildings and maintenance. The Town had not anticipated replacing the two

compressors. Commissioner Paschal made the motion to approve this budget ordinance. Commissioner Collins seconded the motion. Motion carried unanimously.

d. Street Closure – Broadway Our Way Festival

Resolution to close Main Street for the annual Broadway Our Way Festival on April 19, 2025. Commissioner Kelly made the motion to approve this resolution. Mayor Pro Tem Beal seconded the motion. Motion carried unanimously.

e. Audit Contract 24-25

Approval requested to retain the services of Joyce & Company for FY 24-25 Audit. Commissioner Green made the motion to approve the Audit Contract. Commissioner Collins seconded the motion. Motion carried unanimously.

f. TriRiver Water Discussion

Requesting approval from the town board to authorize Mayor Andrews and Town Staff to initiate conversations with Tri River water to explore the possibility of a merger down the road. Commissioner Pashal made the motion to authorize this discussion. Mayor Pro Tem Beal seconded the motion. Motion carried unanimously.

g. CFFD Contract Amendment

It has been brought to the attention of the Town that our 2010 CFFD contract that five properties in Harnett county did not outline who would benefit from the real estate taxes collected. The Board has been asked to approve the change in verbiage in the CFFD contract to address the tax revenue going to Harnett and that the Town of Broadway is fine with this. Commissioner Collins made the motion to authorize the contract amendment. Mayor Pro Tem Beal seconded the motion. Motion carried unanimously.

h. Conflict of Interest Policy

Our Conflict-of-Interest Policy needs to be updated for compliance with DEQ requirements. We have been provided with a policy from the UNC School of Government that DEQ recommended we adopt. This change requires the board to approve the adoption of this new policy. Commissioner Green made the motion to adopt the updated policy. Commissioner Collis seconded the motion. Motion carried unanimously.

**Old Business** - There was no old business to discuss.

**Manager's Report** – Presented by Town Manager John Godfrey.

**Commissioner Comments** –

-Commissioner Collins – wanted to thank our vendor for the smooth transition with 365

-Commissioner Green – wanted to thank everyone for their hard work on the Audit.

## Mayor Comments –

The Broadway Our Way Festival is coming together. A lot of work goes into this event each year and I appreciate everyone who volunteers.

Public Works Director, Craig Buchanan will retire from the Town on March 19, 2025. We are planning a floating retirement party for him to be held in March. The date will be announced soon.

We have two visitors with us tonight. Both are Boy Scouts and are going for their Communications Merit Badges.

Beware of any e-mail coming from my e-mail account. The e-mail account has been spoofed, and the request is most likely to ask for things like gift cards; phone numbers; or other personal data. If I need you to do something for me, in most cases, you will get a phone call from me.

Letters have been mailed to House Representative John Sauls and to Senator Jim Burgin regarding our need for funds for the water and sewer systems. Encourage each Board member to reach out to these men as well regarding the Town's need for funding.

The Town is considering charging a user fee on our credit card and debit card transactions. Working on a proposal for the Board. More to come next month.

We are in the process of updating the Board Manual. More to come on this project next month.

In the process of hiring our new Police Officer. He has passed all his tests, and we are waiting on the Federal background check to come back. Looking forward to having a fully staffed police department for a while.

A motion to go into Closed Session was made by Commissioner Paschal. Commissioner Collins seconded the motion. Motion carried unanimously.

Reconvened after the Closed session.

With no further business to come before the Town Board, Mayor Pro Tem Beal made the motion to adjourn the meeting. Commissioner Paschal seconded the motion. Motion carried unanimously to adjourn.





Renee' Saville, Town Clerk



Donald F. Andrews  
Mayor