

TOWN OF BROADWAY
BOARD OF COMMISSIONERS
MEETING MINUTES

JULY 28, 2025

A scheduled meeting of the Board of Commissioners was held on Monday, July 28, 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, Jim Paschal, Lynne Green, and Mayor Pro Tem Tommy Beal. Also present were Town Attorney's Lydia Lavelle and Alan Andrews with Brough Law Firm, 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.

Mayor Andrews introduced the Board to the Town's new Attorney's Lydia Lavelle and Alan Andrews with Brough Law Firm. Mayor Andrews stated the Town is looking forward to working with them.

Approval of July Agenda – Mayor Andrews requested the addition of two items to the Agenda: Item E: Planning Board Appointments and Item F: Social Media Policy. Commissioner Kelly made the motion to accept the July Agenda as amended. Commissioner Collins seconded the motion. Motion carried unanimously.

Consent Agenda – June minutes, June paid bills report and June financials. Commissioner Paschal made the motion to accept the Consent Agenda as submitted. Commissioner Green seconded the motion. Motion carried unanimously.

Public Comments – There were no public comments.

New Business –

A. Tax Collection ILA between Harnett County and Town of Broadway

The Town of Broadway needs to enter an Interlocal Cooperation Agreement with Harnett County for tax collection on five annexed parcels from Harnett County into the Town of Broadway. Attorney Lavelle suggested adding an expiration date to this ILA in the future. Commissioner Kelly made the motion to approve the ILA as presented. Mayor Pro Tem Beal seconded the motion. Motion carried unanimously.

B. Police Department Update

Chief Evan Gunter gave an update on the status of the Police Department outlining the status and future of the department. Chief Gunter also announced that the Broadway Police Department will transition to the VIPER dispatch system soon. The equipment was provided for us by Lee County.

C. Town Ordinances & Code Enforcement

Mayor Andrews gave an update on the status of 600 S Main Street, 203 Hickory Avenue and 111 E Harrington Avenue. Code Enforcement is actively working on these properties. The Mayor, Town Manager and Town Attorney will meet soon to discuss these properties and work on changes to our current ordinances to ensure clarity and intent.

D. Fall Events

Mayor Andrews addressed the Board regarding any interest in planning a Fall event for the Town. Upcoming events are:

- National Night Out will be held at the Community Center - August 5 from 5-8 pm
- Vision Van will be at the Community Center August 7 from 2-6 pm

Additional Thoughts/Ideas:

- Fall Litter Sweep – September 13-27, 2025: Check with the Lions Club and the Women's Club to see if there is any interest in participation. The Town participated in this project in years past.
- Movie Night
- Prescription Medicine Take Back
- Shred Event
- Concerts at the Pavilion
- Time Capsule Interment

E. Planning Board Appointments

Betsy Kelly has agreed to serve another term on the Planning Board 2025-2028
Nancy Wilson of Crystal Drive has applied to serve on the Planning Board 2025-2028
Commissioner paschal made the motion to approve these appointments. Mayor Pro Tem Beal seconded the motion. Motion carried unanimously.

F. Social Media Policy

Mayor Andrews presented a Social Media policy for the Town of Broadway.
Commissioner Kelly made the motion to approve the Social Media Policy as presented. Commissioner Green seconded the motion. Motion carried unanimously.

Old Business –

A. Town of Broadway Board Manual

Commissioner Paschal made the motion to adopt the Board Manual. Commissioner Collins seconded the motion. Motion carried unanimously.

B. Street Maintenance

A discussion was held regarding street maintenance on Cats Drive and Fiddler Drive. Due to many issues with this project, it was decided to resend prior Board Approval for this project. A letter will be sent to the residents on Cats and Fiddler to explain this decision. Mayor Pro Tem Beal made the motion to resend prior Board Approval for this project. Commissioner Green seconded the motion. Motion carried unanimously.

C. Pickleball Court

Due to the unknown cost to the Town for this project, it was decided not to investigate this matter any further.

Manager's Report –

Presented by Town Manager John Godfrey.

Commissioner Comments –

Commissioner Kelly:

- Asked about the traffic signal at 421 and Swann Station Road. The project has been approved to be funded in 2026 and work to be done in 2027.

Commissioner Collins:

- Asked about the road closure on main street. The street will be closed from 8.8.25 through 8.11.25 with DOT routing traffic. A pipe will be installed under Main Street.

Commissioner Paschal:

-Welcome the new attorney firm and look forward to working with them.

Mayor Comments –

- Main Street is still a work in progress.

- Sidewalk paving is coming

- The WithersRavenel AIA meeting on 7.11.25 was a good discussion regarding the CIP. The wastewater presentation will occur in December 2025.

- Reminder Pastor Swann from Cameron Grove AME Zion Church has extended an invitation to the town council to come celebrate the 100th Birthday of Mrs. Annie Mildred McLean McIver on Sunday, August 3rd during their 10:00 am Worship Service.

- Commitment to Civility Training – I would like our board to take the Commit To Civility training. It is a virtual meeting on August 27, 2025, from 1:00 pm – 3:00 pm. There is no cost for the training. We need to have at least 75% of the Board attending. **See e-mail to you all dated 7.17.258 for more information about this course. Please let Mayor Andrews know if you plan to attend this virtual meeting.

- Any interest in attending a Strategic Planning Workshop? The NCLM is hosting a Strategic Planning Workshop for Small Towns in Winson Salem on October 8 & 9, 2025 at the Brookstown Inn. The cost is \$800 and will cover up to five participants. Each participating Municipality must bring three representatives; two of which must be elected officials. Please let Mayor Andrews know if you are interested in going.

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


Donald F. Andrews
Mayor


Renee' Saville, Town Clerk