

BROADWAY TOWN COUNCIL

June 7, 2016

The Broadway Town Council met in regular session on June 7, 2016 in the Council Chambers of the Broadway Municipal Building. The following members were present: Mayor Timothy S. Proctor and Council Members Chad L. Comer, Leslie E. Fulk, Richard E. Fulk, Douglas W. Harpine, Beverly L. London, and Fred M. Olson III. The following staff members were present: Town Manager Kyle O'Brien, Police Chief Randy Collins, and Sergeant Larry Good. Also in attendance were CeCe Dodd, Michael Noble, Alan Shelton, and Nolan Stout.

Mayor Timothy S. Proctor called the meeting to order at 7:00 p.m. with a salute to the U. S. Flag and invocation.

**Approval of Minutes and Bills:**

Fred M. Olson III moved, seconded by Douglas W. Harpine, to adopt the minutes of the May 3, 2016 session of Council and to authorize payment of bills in the amount of \$1,293,142.86. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Aye
Beverly L. London	Aye	Fred M. Olson III	Aye

**Presentation, Broadway-Timberville Rotary Club:**

Mayor Proctor welcomed Alan Shelton, President of the Broadway-Timberville Rotary Club. Mr. Shelton explained that the club does an annual fundraiser with the proceeds going back to worthy causes within the Broadway-Timberville Community. He stated that this year the club chose the Plains Area Daycare Center, as well as contribution to the improvements made to the restrooms at the Broadway Community Park as their projects. Mr. Shelton then presented Mayor Proctor a check in the amount of \$2,000 to assist in the park bathroom renovation project. Mayor Proctor thanked the Rotary Club for its contribution and its support of the Broadway-Timberville community.

**Consideration of Resolution honoring Donald Showalter:**

Mayor Proctor read the following resolution:

**WHEREAS**, Donald E. Showalter served as the Town Attorney of the Town of Broadway for fifty years dating back to June 1966; and

**WHEREAS**, Town Attorney Showalter will be retiring as one of the longest tenured local government attorneys in Virginia on June 30, 2016; and

**WHEREAS**, Mr. Showalter has advised the Town on many important issues over the past five decades that have helped shape Broadway into the community that it has become, including annexation with Rockingham County, numerous utility related issues, public safety issues, bond financing for large projects, and most recently the complex legal issues regarding the acquisition of the regional wastewater plant; and

**WHEREAS**, in addition to the work Mr. Showalter performed for the Town, he has enjoyed unparalleled success as a corporate attorney, and remains at the top of that field, having earned the highest peer review rating from the Martindale-Hubbell Law Directory every year since 1977 and is a fellow with the Virginia Law Foundation, an honor accorded to only the top one percent of the state's attorneys;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of the Town of Broadway, hereby expresses lasting gratitude for Town Attorney Showalter's outstanding work and tireless effort, and calls upon the citizens of this community to join them in appreciation of his numerous contributions to the

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Town of Broadway.

Douglas W. Harpine moved, seconded by Fred M. Olson III, to adopt the resolution as presented. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Aye
Beverly L. London	Aye	Fred M. Olson III	Aye
Timothy S. Proctor	Aye		

Mayor Proctor and Council members commended Mr. Showalter on his extraordinary length of service to the Town throughout his law career.

**Public Hearing – FY 2015/2016 Budget Amendment:**

Mayor Proctor stated that the first item of business is consideration of a budget amendment for fiscal year 2015/2016. Mr. O'Brien stated that as required by state law, a budget amendment that exceeds 1% of total expenditures or \$500,000, whichever is lesser, shall require a public hearing. He advised, however, that unlike adopting a full fiscal year budget, the amendment may be adopted at the same meeting the public hearing is held. He stated that the purpose of this amendment is to reflect grant funding for police vehicles, well development, park improvements, highway project from previous year, and ongoing construction at the wastewater plant.

Mayor Proctor opened the public hearing and invited comments in support of or in opposition to the proposed budget amendment. Having confirmed there was no one in attendance wishing to speak either in favor of or in opposition to the proposed amendment, Mayor Proctor closed the public hearing and invited Council action.

Richard E. Fulk moved, seconded by Beverly London, to adopt the amendment budget amounts for fiscal year 2015/2016 as follows:

**Revenue:**

General Fund		
Revenue Sharing Grant	\$	150,000
Prior Year Funds		387,000
Police Grants		89,000
Park		15,000
Water Fund		
Prior Year Funds	\$	165,000
Sewer Fund		
VRA Funding	\$	3,500,000
Prior Year Funds	\$	260,000

**Expenditures:**

General Fund		
Park Maintenance	\$	25,000
Beautification		10,000
Capital Outlay - Police		130,000
Capital Outlay – Holly Hill Street		476,000

Water Fund

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Capital Outlay – Well Development	\$ 150,000
Repairs & Maintenance	15,000

Sewer Fund

Capital Outlay – Upgrade	\$ 3,500,000
Maintenance & Repairs, Basin 2	260,000

The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Aye
Beverly L. London	Aye	Fred M. Olson III	Aye
Timothy S. Proctor	Aye		

**Adoption – Fiscal Year 2016/2017 Budget:**

Mayor Proctor stated that the next item of business is to consider adoption of an operating budget for fiscal year 2016/2017. He stated that after proper public notification, a public hearing was held during the regular Council Meeting on May 3, 2016.

Richard E. Fulk moved, seconded by Beverly London, to adopt an operating budget for fiscal year 2016/2017 in the total amount of \$9,124,300. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Aye
Beverly L. London	Aye	Fred M. Olson III	Aye
Timothy S. Proctor	Aye		

Richard E. Fulk moved, seconded by Beverly London, to increase water rates 8% effective July 1, 2016. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Aye
Beverly L. London	Aye	Fred M. Olson III	Aye
Timothy S. Proctor	Aye		

A copy of the budget, as adopted, is included in the minutes as Attachment A.

**Old Business:**

Town Manager Kyle O'Brien reported on the following items of Old Business:

- **WWTF Upgrade project:** Construction continues to go well, with the walls beginning to come up in basin 2.
- **Construction Projects:** The Central Street sidewalk project is continuing to make good progress. The park bathroom remodel is complete, and looks great. The Town is hearing a lot of positive comments regarding improvements at the park.
- **Pool:** The pool is off to a good start, and had a very busy opening weekend.

**Committee Reports:**

**Parks & Recreation Committee:**

Chairman Doug Harpine commented on the recently completed improvements at the park, including the installation of foul poles on the two lower baseball fields. He reiterated how impressive the

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renovated bathrooms look, as well as the addition of a new freezer and new cabinets in the snack bar area. He noted the new drainage project completed at Heritage Park also seems to be working well. He advised that he had spoken with a group of boys who were playing basketball about picking up trash around the court, and they had done so, but they told him the area needed another trash can. He further advised that he spoke to the Town Manager who agreed to install an additional trash can at the basketball court area. He mentioned that the Fireworks Fun Day will be June 25, 2016 with three sponsors on board and waiting to hear from the other two. He concluded by stating that the next project will be the installation of lights on the fields and the committee is hoping to get community support from various civic organization to assist in the funding of this project.

### **Finance Committee:**

No report.

### **Personnel/Police Committee:**

A copy of an activities report for the police department for the month of May is included in the minutes as Attachment B.

### **Streets & Properties Committee:**

No report.

### **Utilities Committee:**

No report. A copy of the water production report for the month of May is included in the minutes as Attachment C.

### **BHP:**

Council representative Fred Olson reported that as a result of the recent rainy weather, the Red, White, and Brewfest scheduled for June 4<sup>th</sup> had to be postponed. He advised that Director CeCe Dodd is in attendance and asked her to provide an update. Ms. Dodd advised that a rain date of July 9 had previously been set, so the festival will be held on that date. She noted that regarding the "LOVE" letters that were placed in the park as a part of the Virginia is for Lovers campaign this past weekend also had to be removed. She further noted that they have agreed to return the letters to the Town on July 1<sup>st</sup> through 10<sup>th</sup> at no additional charge, so they will be in place for the festival. Ms. Dodd stated that the BHP Board has previously discussed getting letters made and she will be talking with local businesses in a collaborative effort for construction of the letters at no charge to BHP. She concluded by stating that the Kid's Fishing Day had to be canceled this year due to numerous postponements as a result of rain.

### **Planning Commission Report:**

No report.

### **New Business:**

There were no items of new business.

### **Public Comment:**

Michael Noble, a Town resident, inquired about the 8% increase in water rates and asked if that money stays within that specific fund or if it is used for other projects outside of water projects.

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Mr. O'Brien explained that the Town has three funds, each with its own Revenue and Expenses line items. He advised that the increase in water rates will be directly earmarked for improvements to the water plant.

Mr. Noble then expressed concern about the business climate in Broadway with the J&B's building for sale and the vacant storefronts, especially with the new construction of the Wal-Mart in Timberville. He asked if there are any efforts underway from the Town's standpoint to help bring businesses in.

Mayor Proctor replied that the Council shares his concern and is always looking for ways to help attract businesses to Town. He stated that Rockingham County assists with economic development, due to the Town's limited staff, and the Town partners with them to help attract businesses. Additionally, he advised that BHP continues to assist existing businesses, as well as attempt to attract new businesses, through its promotion of the Town through its events, festivals, etc. that are held.

There being no further business, the meeting was adjourned.

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Timothy S. Proctor

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Kyle D. O'Brien

Town Manager