

BROADWAY TOWN COUNCIL

December 6, 2016

The Broadway Town Council met in regular session on December 6, 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, Douglas W. Harpine, Beverly L. London, and Fred M. Olson III. Councilman Richard E. Fulk was absent. The following staff members were present: Town Manager Kyle O'Brien, Clerk/Treasurer Marla W. Kline, Attorney Ashley Waterbury, and Police Chief Randy Collins. Also in attendance were Heidi Asbury, Woody Brown, Bonnie Caplinger, Shanna Crider, Neil Marrin, Michael Noble, Tim Schmoyer, Darlene Sites, John Sites, Ron Smith, Bill Walls, and Susan Walls.

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 November 1, 2016 session of Council and the minutes of the December 1, 2016 Council Committees meeting, and to authorize payment of bills in the amount of \$954,591.55. The motion was approved with the following recorded roll call vote:

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

Presentation – Schultz Theatre representatives:

Neil Marrin, President of the Schultz Theatre, stated that since its move to Broadway, the theatre's first production broke box office records for the theatre. He advised that 700 people attended the six shows and noted that at each show, over 50% of the audience indicated it was the first time they had attended a performance. He thanked Town Manager Kyle O'Brien, the office staff, and the public works department for their cooperation in making the theatre's move from New Market to Broadway such a success. Mr. Marrin advised that in the next couple of weeks, the group will be reaching out to restaurants to try to get them to work with the theatre to support the downtown community. Additionally, he advised they would like to be able to offer theater classes after school and establish a summer camp. Mr. Marrin concluded by commending the Town's government and staff on the excellent manner in which they serve the Town.

Old Business:

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

- **WWTF Upgrade project:** Scheduled to be substantially complete by the end of the month.

Committee Reports:

Parks & Recreation Committee:

Chairman Doug Harpine reported that his committee discussed the lights at the ballfields in the Community Park and felt it appropriate to break the project into two phases to minimize impact on the current year budget. He stated that the first phase, to be completed this fiscal year, will consist of installation of primary and transformers, and extend power to fields, shelters, and the concession stand. He further stated that installation of poles and lights is planned for the following fiscal year. The Council concurred that this was a logical manner in which to proceed. Mr. Harpine concluded by stating that, additionally, it has been his desire for a long time to establish a community project

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that various civic groups could work jointly on and he would like to explore that possibility with this project.

Finance Committee:

Committee member Doug Harpine moved, seconded by Chad L. Comer, to approve a \$15,000 RBEG loan to Tiffany Caplinger, owner of Way Above LLC, to refinance improvements that she made to her Main Street business. The motion was approved with the following recorded roll call vote:

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

Mr. Harpine advised that Bruce Harvey of the accounting firm Young, Nicholas, Branner, and Phillips, attended the Council committees meeting and presented the audit report for the Town for FY 2016. He stated that Mr. Harvey provided a detailed summary of the report and noted that the Town was in compliance with all rules and regulations, and overall in good fiscal health. Mayor Proctor further advised that Mr. Harvey was very complimentary of the Town's treasurer and office staff and the cooperation received during completion of the audit.

Personnel/Police Committee:

No report. A copy of an activities report for the police department for the month of November and it is included in the minutes as Attachment A.

Streets & Properties Committee:

Chairman Chad Comer reported that the committee discussed possibly making Miller Street a two-way street again. He stated that the committee felt that the lack of sight distance when turning south from Miller would pose a safety hazard. He further stated that due to the width of the street, changing it back to a two-way street would force the elimination of parking spaces on either side. He concluded by stating that the committee agreed not to make a change to this street at this time.

Utilities Committee:

A copy of the water production report for the month of November is included in the minutes as Attachment B.

BHP:

Council representative Fred Olson reminded everyone that the Town's Holiday lighting had to be cancelled due to the rain. He advised that the Board is making plans for its 2017 events.

Planning Commission Report:

Council representative Fred Olson moved, seconded by Beverly London, to appoint Town resident Eddie Long to the Planning Commission for a four-year term effective January 1, 2017. The motion was approved with the following recorded roll call vote:

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

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Mr. Olson concluded that the Commission will not be meeting in December, but will begin work on updating the Comprehensive Plan early next year.

New Business:

There were no items of new business.

Public Comment:

Fire Chief Woody Brown thanked the Council for all its support the past year and reminded everyone that the department's annual Christmas parade will be held Sunday, December 11th at 2:00 p.m.

Tim Schmoyer complimented the Town on the beautiful decorations in the park.

Ron Smith commented that the Town's Public Works Department should be commended for the outstanding job it did on the decorations and lighting. He also thanked the Police Department for its continued protection.

There being no further business, the meeting was adjourned.

Timothy S. Proctor Mayor

Marla W. Kline, MMC Clerk