

BROADWAY TOWN COUNCIL

February 6, 2018

The Broadway Town Council met in regular session on February 6, 2018 in the Council Chambers of the Broadway Municipal Building. The following members were present: Mayor Timothy S. Proctor and Council Members Chad L. Comer, Richard E. Fulk, Douglas W. Harpine, and Beverly L. London. Councilmen Fred M. Olson III and Leslie E. Fulk were absent. The following staff members were present: Town Manager Kyle O'Brien, Clerk/Treasurer Marla W. Kline, Town Attorney Matt Light, and Police Chief Randy Collins. Also, in attendance were Bonnie Caplinger, Sharon Fink, Denver Fulk, Amanda Lam, Sara Beth Mumbauer, Helen Smith, and David Wood.

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

Presentation-Plains District Memorial Museum:

Mayor Proctor welcomed representatives of the Plains District Memorial Museum. Helen Smith thanked the Council for allowing her, along with museum volunteers Sharon Fink, Denver Fulk, and David Wood to provide a brief update on the museum's activities and to make a funding request. Mrs. Smith stated that the museum was founded in 1998 and the goal of the museum board of directors is to continue the founding concept of a free museum open to all visitors. She further stated that the museum, an independent, non-profit organization operated entirely by volunteers, will be celebrating its 20th anniversary this year. She stated that with its emphasis on preservation of our history and culture, the board feels that the museum is an important part of the local arts community and is significant in attracting new residents to the area, as well as boosting the local economy. She advised that the museum relies on local government donations, membership fees, private and business donations, and fundraising. She thanked the Council for its continued support over the last 20 years and stated that the board would like to request that the Council consider increasing its annual donation from \$1,000 to \$2,500.

Mayor Proctor and Council members thanked Mrs. Smith and the other volunteers for their work at the museum and advised that they will consider the request as a part of the upcoming budget cycle.

Approval of Minutes and Bills:

Richard E. Fulk moved, seconded by Chad L. Comer, to adopt the minutes of the January 9, 2018 session of Council and to authorize payment of bills in the amount of \$777,673.08. The motion was approved with the following recorded roll call vote:

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

Old Business:

Town Manager Kyle O'Brien provided an update on the following projects underway:

- **Park:** New water lines have been installed and conduit for the light pole installation has been completed. The next step will be digging the holes which Shenandoah Valley Electric Cooperative has agreed to do. Town officials have met with and are continuing to work with the Little League on various projects they'd like to accomplish.
- **Online Bill Payment:** This system should be implemented very soon. The Town is awaiting the accounting software company and the company that will be providing the service to finalize necessary actions needed to make this service available.
- **Water Plant Upgrade:** The closing on the bond financing for this project is scheduled for

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Thursday, February 8th.

Committee Reports:

Parks & Recreation Committee:

No report.

Finance Committee:

Mr. O'Brien advised that at the February committee meeting, discussion took place regarding the Linville Creek restoration project, and members were reminded that this project is fully funded with grant money, and no local match is required. The committee is now recommended proceeding with bidding out design services for this project. Richard E. Fulk moved, seconded by Beverly L. London, to authorize the Town Manager to issue a Request for Proposals (RFP) for design services for the Linville Creek stream restoration project. The motion was approved with the following recorded roll call vote:

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

Personnel/Police Committee:

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

Streets & Properties Committee:

No report.

Utilities Committee:

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

BHP:

No report.

Planning Commission Report:

Mr. O'Brien reported that the Commission's next regular meeting is scheduled for February 12, 2018. He advised that it is the intent of the Commission to wrap up the Comprehensive Plan in March with a final review of the document in April. He concluded that the Commission will then hold a public hearing, followed by a Council public hearing, prior to adoption of the updated Plan.

New Business:

There were no items of new business.

Public Comment:

Town Resident Bonnie Caplinger commented that she had recently contacted the Town Manager with a concern about a noticeable amount of chlorine in her water and was wondering if the Town was treating its water any differently. Mr. O'Brien advised that nothing has changed in the

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treatment process, but he will continue to work with Mrs. Caplinger to attempt to reach a solution to her concern.

There being no further business, the meeting was adjourned.

Timothy S. Proctor

Mayor

Marla W. Kline, MMC

Clerk