

MEETING MINUTES OF THE
BROADWAY TOWN COUNCIL SPECIAL CALLED MEETING
Monday, April 15, 2024
5:00 p.m.

The Broadway Town Council met in a Special Called meeting on Monday, April 15, 2024, in the Council Chambers of the Broadway Town Hall. The following members were present: Mayor David L. Jordan and Council Members Chad L. Comer, Travis M. Driver, Leslie E. Fulk, Richard E. Fulk, Douglas W. Harpine, and Beverly L. London. The following staff members were present: Deputy Town Manager, Cari Orebaugh, Finance Director/Treasurer, Susan Smith, and Town Clerk, Donna Lohr.

Mayor Jordan welcomed everyone to the special called Town Council meeting. He then called the meeting to order at 5:10 p.m.

FY24-25 Budget Discussion

Mrs. Susan Smith distributed a packet of information relating to the FY 24-25 proposed budget and asked Council Members to provide guidance on rates for certain taxes for the FY 24-25 budget. Council Members reviewed and discussed the packet of information. ***A copy of the packet information is included with the minutes.*** Council members then agreed to increase the trash fees from \$27.80 bi-monthly to \$36.00 bi-monthly, and to increase the cost of an additional toter from \$4.94 to \$6.00 bi-monthly. Council members agreed to increase the fee for incident reports to \$25. A majority of Council members approved the Treasurer's recommendation to increase the real estate tax rate to \$.10/100 of assessed value. Council Members then approved the recommendations by the Treasurer to increase the cigarette tax rate to \$.25/pack. They also approved the Treasurer's recommendation to increase the zoning permit fees, the business license fees, and park shelter fees.

Council members then discussed the Water Tank painting project, and they agreed that this project must be done, and funds included in the FY 24-25 budget. They advised the Treasurer to keep the money allotted for this project in the upcoming budget.

Council Members then discussed with the Chief of Police the possibility of adding a seventh police officer and eliminating part-time officers. Council Members agreed that a choice must be made regarding this since it is not financially possible at this time to add a seventh officer and keep the part-time officers. Chief Miller advised that he would like to keep his part-time officers for now and re-visit the possibility of a seventh officer six months into the new budget year to determine if finances are available for a seventh officer.

Council Members then reviewed the possibility of adding another full-time employee to the Public Works Department. After much discussion, Council Members advised the Treasurer to move one part-time employee to full-time status, while making two of the part-time employees, seasonal employees only, and keeping the other current part-time employee on the payroll in the event that the department would need him.

Council Members then discussed water and sewer rates. They approved the Treasurer's recommendation to increase the bi-monthly bill to \$23.52 for water and \$17.81 for sewer. They also agreed that the water and sewer rates will need to follow the CPI every year and may increase accordingly.

The Treasurer advised she would make the changes to the proposed budget in order to achieve a final draft of the budget. Ms. Orebaugh stated that she would begin working on the Notice of Public Hearing ads regarding the rate increases. Those ads will need to run in the next two weeks.

Mayor Jordan called a brief recess at 8:01 p.m.

Closed Session – Personnel Matters, Virginia Code 2.2-3711(A)(1) and (A)(8)

At 8:11 p.m., Beverly L. London moved, seconded by Douglas W. Harpine, that the Town Council convene in closed session pursuant to the provisions of Virginia Code 2.2-3711(A)(1) to discuss (a)

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matters regarding the performance and assignments of specific public officers or employees of the Town, namely, the Town Manager. The motion was approved with the following recorded roll call vote:

Leslie E. Fulk	Aye	Richard E. Fulk	Aye
Travis M. Driver	Aye	Chad L. Comer	Aye
Beverly L. London	Aye	David L. Jordan	Aye
Douglas W. Harpine	Aye		

At 8:49 p.m., Douglas W. Harpine moved, seconded by Beverly L. London to certify that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body.

If any member of the public body who believes that there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place. The motion was approved with the following recorded roll call vote:

Leslie E. Fulk	Aye	Richard E. Fulk	Aye
Travis M. Driver	Aye	Chad L. Comer	Aye
Beverly L. London	Aye	David L. Jordan	Aye
Douglas W. Harpine	Aye		

At 8:50 p.m., Travis M. Driver made a motion to adjourn the Special Called Town Council Meeting. Beverly L. London seconded the motion which passed on the following recorded roll call vote:

Leslie E. Fulk	Aye	Richard E. Fulk	Aye
Travis M. Driver	Aye	Chad L. Comer	Aye
Beverly L. London	Aye	David L. Jordan	Aye
Douglas W. Harpine	Aye		

David L. Jordan Mayor

Donna Lohr Town Clerk