

MEETING MINUTES OF THE
BROADWAY TOWN COUNCIL WORKSHOP MEETING
Thursday, May 30, 2024
6:00 p.m.

The Broadway Town Council met in a workshop meeting on Thursday, May 30, 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 and Town Clerk Donna Lohr.

Mayor Jordan welcomed everyone to the workshop meeting. He then called the meeting to order at 6:00 p.m.

Mayor Jordan then stated that he'd like to talk about this evening's agenda. He stated, "The agenda doesn't say anything about a public comment session because in our workshop we don't have public comment section. This workshop is for the opportunity for this team to work together to go over everything. So please, sit, listen. There will not be any questions answered or asked because we don't do that because we only do that in the public comment section. Tuesday night in our regular monthly meeting there is a public comment section. Please come to that meeting if you have something that you'd like to address or say. Please attend that meeting. But again, thank you. I think in all of my six years that I've been on the council there hasn't been this many people at a workshop. Thank you. The door is open..."

Finance Update

Council members reviewed the bills paid for the month.

Ms. Orebaugh fielded several questions regarding invoices and explained that a few items were covered by sponsors. One Council member asked about the elevated attorney bill. Mr. Comer explained that the Town does not currently have a FOIA Officer, so any FOIA requests are currently sent to the Town attorney. The new Town Manager will be appointed as the Town's FOIA officer once she starts on July 1, 2024. Chief Miller and Mr. Chad Dellinger, Public Works Director also fielded a few questions regarding invoices that related to items for their respective departments. A copy of the financial report is included with the minutes.

New Business

Mayor Jordan advised that the only item on the agenda under "new business" was a draft of the June 4, 2024, Town Council Meeting agenda. Council members reviewed the draft agenda. Ms. Orebaugh stated that at the June 4th meeting on Tuesday there are three action items for council's consideration. They are:

- The consideration of adoption of a real estate tax increase
- The consideration of adoption of a cigarette tax increase
- The consideration of the adoption of FY 2025 budget

Ms. Orebaugh reminded everyone that a public hearing was held on each of the proposed increases at the last meeting. At the upcoming meeting on Tuesday, council will have the opportunity to entertain a motion on these possible tax increases and the adoption of the FY 2025 budget. A copy of the proposed budget was included with the packet.

Mr. Douglas W. Harpine asked when the proposal on the meals tax increase and the business license increase will be on the agenda. Ms. Orebaugh advised that those proposed increases would be on the July council meeting agenda. The ad for the public hearing should go to the newspaper in June.

Ms. Orebaugh stated that the next item on the draft agenda is a public hearing for the FY 2024 budget

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amendment. A copy of the budget amendment is included in the packet as well. Ms. Orebaugh explained that it is very common for localities to do a budget amendment. The Town of Broadway does one every year. If a locality is more than 1% off their budget in either direction, a budget amendment must be done. Ms. Orebaugh referred to a sheet in the packet which was a summary of the budget amendment. One thing to note was that grant funds are difficult to budget for because a locality is not guaranteed the grant or the amount of funds may be unknown at the time of adoption of the budget. Ms. Orebaugh stated that while budget projections are intended to be accurate, sometimes they are just off so the budget amendment takes that into account. Ms. Orebaugh asked Council to review the highlighted items on the supporting documents included with the packet and ask any questions they might have. She reminded council members that the town must have a balanced budget so that is why the expenditures and revenue equal one another. Ms. Orebaugh also noted that the general fund was the heavier of the three funds and that was due to not budgeting for the pickleball courts or the bathrooms at Heritage Park. It makes up about half of the amount. Ms. Orebaugh stated that if there are any questions relating to council members' departmental reports, they may ask her before the June 4th meeting. She also stated that the budget amendment may be voted on the same night as the public hearing. Council members asked which items were paid in which fiscal years regarding the pickleball court project. Ms. Orebaugh advised that what was paid for in the last fiscal year was the majority of the concrete, the paint, and the netting. The fencing material, the lighting material and installation were paid for in this current fiscal year.

Ms. Orebaugh fielded a few questions regarding the budget amendment. Council members mentioned some ways that department heads had worked to cut costs, save money, or bring in some funds by selling old equipment. Ms. Orebaugh stated that the department heads have worked very hard to reduce spending and be creative with finding ways to save money. They are reviewing the reports they receive every month and those reports show the spending in the line items for their departments and they are very mindful of their spending.

Mr. Leslie Fulk thanked the department heads for the great job they have done in helping to reduce spending and in saving the Town money.

With no further discussion regarding the draft agenda for the upcoming Town Council meeting, Mayor Jordan moved on to the next item on the agenda which was "other business", namely the monthly staff report.

Mr. Chad Dellinger, Public Works Director, gave a brief overview of the areas his department handles and the types of projects on which they work daily. He explained that his department maintains about thirty lane miles of road. This includes snow removal, pothole repair, road shoulder maintenance, tree removal, trimming for site obstructions and hazards, new home entrance and sidewalk inspections, sidewalk, curb & gutter repairs, work on the collection system, oversight of new developments, and maintenance of road signs. The department also maintains five bridges in Town. Yearly inspections are scheduled and performed on those bridges. Mowing, weed & brush removal, and weed spraying is also completed by the public works department. They mow and maintain approximately seventy acres of property. Mr. Dellinger reported that the department's vehicles are getting older. They have a lot of miles on them. It is time to start cycling some of them out. Mr. Dellinger listed the mileage on the vehicles. The department's equipment ages range from 2001 – 2018. Mr. Dellinger advised that he has requested a vehicle in this year's budget.

Mr. Dellinger then discussed the distribution system that they maintain. There are three water tanks, 28.5 linear miles of water main, approximately 175 fire hydrants, and approximately 2,000 water services, all of which are maintained by the public works department. They read 2,000 meters bi-monthly. They assist Mr. Sherman with the E. Lee Street pump station and help him at the water plant as needed. There are multiple PRV locations which help separate the Town's zones. Numerous valves are also maintained by the department.

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For the collection system, the public works department maintains 33.1 linear miles of sanitary sewer main. They also maintain four lift stations, over 700 manhole structures, and 2000 sewer services, both residential and commercial.

The public works department also handles all MissUtility locates/markings. This year they have completed 1,900 Miss Utility tickets. This number is up from 836 the previous year. This increase is likely due to Glo-Fiber working in the Town, as well as Columbia Gas.

Mr. Leslie Fulk asked why the Town can't charge for marking the utilities. Mr. Dellinger advised that locate tickets can take days to complete and they can be for an entire area and are not always just for one address. In addition, the department frequently has to go back out and mark an area they had already marked because the location has sat dormant for an extended period of time without any work being done. Mr. Dellinger advised that two to three of his employees are tied up with locates on an almost daily basis.

Discussion ensued regarding whether the Town can charge for locates. Mr. Leslie Fulk asked the mayor to re-visit the issue of billing for Miss Utility tickets at a future date.

Mr. Dellinger then discussed building maintenance. He stated that the public works department maintains the Town office, the police station, community center, library, water plant, public works building and the foundry building. Mr. Dellinger stated that his department does take care of a lot, with limited resources. He explained that is why he was asking for another full-time employee in this year's budget.

Mr. Dellinger then requested that a meeting with council members be scheduled to go out and walk the job site at Coyote Run subdivision. There is damage to the road, sidewalks, curbs and gutters. Mr. Dellinger advised that he has a meeting with a VDOT representative next week to walk the site. Council members asked Mr. Dellinger to let them know the date and time of that meeting so they could attend if their schedules permit.

Mr. Dellinger then discussed the sewer main extension on West Springbrook Road to three lots on that road. He stated that if the Town extends the first 150 feet of sewer main, then the three property owners would run the last portion and then set the manhole structure. Mr. Dellinger stated that if Council is in agreement, he will put together a scope of work and have the project bid by a third party. Then Council can determine who is responsible for which portions of the cost and if the Town wants to proceed with the work. Mr. Dellinger advised that at least 350 feet of sewer main would need to be run. After some discussion, it was suggested that a rock clause be included in the agreement. Mr. Dellinger advised that per the Town ordinance, the Town will run the first 50 feet to the property, but the ordinance currently reads sewer lateral, not main line, which is why this is in question. Mr. Fulk asked about the verbiage in the ordinance and whether clarification needs to be made regarding mains versus laterals. Mr. Fulk requested that this item be brought up at a future meeting for discussion.

Mr. Dellinger then remarked that it would be a good idea to discuss ways to manage utility growth. He also requested that the Town consider putting timeframes on Land Use Permits and consider charging fines to people who do not get a land use permit and are working in the Town's right-of-way.

Mr. Dellinger suggested that in the future, the Town should review franchise agreements as well as review surety bonds. He advised that it is a constant battle with contractors.

Mr. Dellinger then made a request of Council that he not have to call administration for approval to call in his employees when there is an "emergency call-in". He would like Council to advise whether he has the authority to make the decision to call in employees without calling administrative personnel first. He advised that he had been handling these situations for the past fifteen years and he would like to continue to have the authority to make those calls.

Mr. Douglas Harpine stated that Council should be able to trust Mr. Dellinger to make those decisions.

Mr. Leslie Fulk asked if this is an item on which Council needs to make a motion.

Chief Miller asked if this could apply to his department as well.

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Mr. Douglas Harpine said he believes we should make the motion across the board for all department heads.

Ms. Bev London and Mr. Chad Comer both stated that the Town Manager and Council does eventually need to be made aware of what is going on.

Mr. Dellinger advised he could write a report once the emergency project is complete so that Council is kept informed of the issue.

Mayor Dave Jordan advised that they would put something together to review at the next meeting with assistance from the Town Attorney.

Chief Miller advised that he notifies who he needs to in an emergency situation. He advised that if information gets out to the public while his department is working on an emergency situation, it can make the situation worse.

Mr. Dellinger then requested a meeting to discuss paving projects and the infrastructure issues that may need to be addressed prior to paving in certain areas.

Mr. Comer outlined for the citizens the possible paving projects and the months in which the money comes in for streets.

Mr. Harpine asked about the cost for replenishing salt for snow-plowing.

Mr. Dellinger advised he would look into that.

Mr. Harpine then asked Mr. Dellinger what his #1 and #2 needs are.

Mr. Dellinger responded that he needs another full-time employee as his #1 need. He stated that his #2 need would be another truck, specifically a 1-ton truck that can be used for salt spreading.

Mr. Harpine asked Chad to get a quote for the vehicle he wants.

Mr. Dellinger advised that he would do that and that he would create a rotating cycle for purchasing vehicles.

Mayor Jordan then asked Mr. Dellinger about the conditions of the bridges in Town.

Mr. Dellinger advised that the bridges are inspected annually and are currently in pretty good shape. He remarked that the Turner Avenue Bridge may need some repairs, due to some drainage issues. The quote for those repairs is approximately \$140,000.

Mayor Jordan then asked how the pressure is at the fire hydrants in town.

Mr. Dellinger advised that the pressure on the fire hydrants is pretty good. The Town needs to install valves in various locations in town in order to replace hydrants.

Mr. Chad Comer mentioned that he was told that the fire hydrant next to the Fire Department has no pressure.

Mr. Leslie Fulk advised that he would like to know if there are any in town that have no pressure.

Mr. Dellinger stated he has reports of fire hydrant inspections dating back to 2012. He added that he would check the fire hydrant at the Fire Department following this evening's meeting.

Mayor Jordan asked if the Town has a problem with roots growing in the sewer lines. Mr. Dellinger stated that the Town does have a problem with this. Mr. Dellinger stated that the sewer jetter the Town has is limited in what it can do and so they sometimes contract out larger jobs for root removal.

Mr. Dellinger then provided an update on the bathrooms at Heritage park. He had received approval to remove the dead trees which they have done and they have dug out the stumps. Dominion is obtaining the easements so the Town can go on the property to the north and install the conduit for Dominion. The conduit will extend from the pole to the building. Once that is done, they will start installation of the pad.

Mr. Chad Comer advised that \$70,000 has been donated by various sponsors for the bathrooms at Heritage Park. Sponsors include Rockingham County who donated \$50,000; Broadway Hometown Partnership who donated \$10,000; and Farmers and Merchants Bank who donated \$10,000.

Council Members thanked Mr. Dellinger for providing an update to them at this meeting.

Mr. Leslie Fulk then commented, "I want to squash some scuttle-bug so now is the time to do it,

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moving on into this session. I may have hurt a few feelings and I want to apologize. Let me try to explain to you, the public, how I think about things. And I think that you've been satisfied with what I've done. You wouldn't have elected me to six terms so far if you hadn't. But if I need to change the way I think, maybe I will. Now the issue is my "no" vote last month on the rate increases that we had. And I did vote no. But I want to explain to you how Leslie has looked at things through the years. Whenever there is an issue, and if it's just one, it has to be well thought out. And I'm not going to go into it with you, and think, how much time, and how do you decide, or whatever. But each issue has to be given thought to. You are trusting me to make the right decision. Now what happened last month was that there were three rate increases that were all sandwiched together. I didn't have a problem. I did not vote no because I didn't like the waste management trash fees, the increase in the trash service that we provide you. We don't make any money on that. It's just a pass-through expense. Waste management goes up on us, we've got to go up on you. The water increase, I have voted for every water increase that we've ever had until last month. We have to go up on water rates. The cost of treating the water. The chemicals. The labor. Somebody that's been working there for a year wants a raise. The truck needs to be replaced. It all costs. We have to raise the water rates, probably annually. We also make money on the water. When I say make it, it ain't that we make it and that it's just there. But the profit that we make on that goes over into the General Fund where we've got to pay for the things that can't fund themselves. And there's extra stuff that we do with it. So it comes from the water, and the water and sewer fees that we collect from you all. And I didn't have a problem voting for that. The problem I had was the increase in the water and sewer connection fees, of some near 35%.

I thought we charged these homeowners that come down here that want to build houses in our community, I thought we charged them enough to hook on to our system. And I didn't feel, and I weighed it out, because I've got three things to vote here. How much does each of them carry? I may not like one, but I like another two and so if they need more of an increase here or lack of an increase there, I have to weigh that out because I'm only getting one vote for three things. I would have voted yes for the water increase. I would have voted yes on the trash fees going up. And I'd have voted no on the connection fees, had they given it to me individually. But it wasn't. It was packaged together. We're going to vote on taxes next month. And then in July we've got some more stuff to vote on. It doesn't all come at the same time. I did not want to raise those connection fees from \$9,000 to \$13,000 or whatever because I want to be very careful that we don't stall growth in this town. We have to continue to be a town that people can afford to come here and buy houses and then to put money into our town environment here. And I'm just afraid we're going to get so pricey. I've always said for years I want people's children to want to set their roots here, not just theirs. I'd like for any young person throughout the county that's trying to figure out where am I going to go start my life. I want them to come to Broadway. And we've done good at it. Now \$3,000 on a rate increase, the builder is just going to tack that on the top. But when they keep taking everything on the top, next thing we know, we're going to get pretty pricey. And then if we're not careful, we're going to stall growth. And housing is huge for us here. We don't have big industry and big business here in Broadway. We depend on that. We wouldn't be where we are at today if it wouldn't be for the fact that we've grown a lot residentially in the last fifteen years. So now maybe you understand the thought process of Leslie when I had only one vote for three different things last month. Now apparently I've stepped on some toes. It's come to my attention that you all used the term that I throwed you under the bus. Richard, it don't matter how I voted but you honestly felt like my "no" vote throwed you under the bus. Is that right? No? Doug?"

Mr. Harpine asked, "Did you ask us to split it out at any time? You went right along with putting everything together and voted on it. You never once said guys, let's split this up?"

Mr. Leslie Fulk responded, "Well I don't know if you can split it up."

Mr. Harpine answered, "I don't see why you can't".

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Mr. Fulk asked, "Can we split it up? Let's split this tax increase up. I'll tell you right now, until next week, or whenever we can because that's my "no" vote is on that 45% tax increase next week. I don't have a problem with the budget. It looks good. Well prepared. But I've got a problem with that one. Now can it be separated like Doug said?"

Mr. Harpine responded, "But even if it is, I don't think it's going to change the vote."

Mr. Leslie Fulk remarked, "No, it's not going to change the vote. Last week's vote wasn't going to change. I was the only "no" vote. But my heavens, it don't have to be unanimous. We're not unanimous here. I have the right to vote the way I feel. And I feel like I want to vote for the way that you all want me to vote. I've always tried to make the decisions that I thought was right for the majority of the tax paying citizens in this town. And if any time that's not right, ask me to change, or don't vote me back in or something. And you can have a new perspective. But I thought I'd done it right and this was no different. And this was no different. I didn't handle it any different than I'd handled it any other time. I'm sorry it didn't go unanimous to raise that. But another thing is, I've always felt like, most of the time, decisions go the way they go. Move on. I've got something else to do tomorrow. You know what I'm saying? I mean, good Lord, don't steam over it. Call me. Don't have one of you call me to tell me that all of you is ticked off because I threw you under the bus. Dave, did I throw you under the bus? Chad, do you feel like I threw you under the bus?"

Mr. Chad Comer answered, "No. You're entitled to your opinion."

Mr. Leslie Fulk stated, "Well maybe I misunderstood."

Ms. Beverly London asked, "Did you get your information from Facebook?"

Mr. Leslie Fulk stated, "No. But, now that it's going the way it is, I'm not going to throw anybody under the bus. But if I threw you under the bus, it was no ill intent. And it's not, throw you under the bus. Man, that's heavy. That's heavy. Leslie didn't agree with you. It's a 6-1 vote. We had a 4-3 vote against the golf carts not long ago and I didn't hear all that. It is what it is guys. We get up in the morning and we go back at it. We've got a lot of issues here, other than the fact that Leslie voted "no" on the connection fee increase, which also was together with two others. I will ask for it to be separated next time. Matter of fact I'm asking for it right now. I'd like to vote on any increase in this Town one at a time. Sound good? One at a time."

Mr. Chad Comer stated, "Well it's the same with our water and sewer increase which we had last year and not one resident was sitting in this room for a committee meeting or when we increased the water. Not one person attended."

Mr. Leslie Fulk stated, "We are doing the best job we can do. I thought I understood I stepped on some toes so it's time for me to explain how I arrived at my decision and you all are here. Are we cool about my "no" vote last week?"

Mr. Comer responded, "You can vote no every single month."

Mr. Leslie Fulk then stated, "We have workshops. We hash it out. We argue. And when the arguments done we come together when we vote and it either passes or it doesn't pass and let's move on the next day to the next thing. Don't let me find out later that I stepped on any toes. If I'm stepping on your toes, I would have stepped on your toes before we ever voted. That's all I'm saying."

Ms. Orebaugh stated, "Just to confirm on Tuesday, the real estate tax increase will be separate from the cigarette tax increase. So those will be two separate line items and motions."

Council members discussed the items for action scheduled for Tuesday's meeting.

Ms. Orebaugh advised that the attorney put the water, sewer, trash increases together with the connection fee increases. She further advised that she would request that those items be separated for any future increases.

Mayor Jordan then announced that the new Town Manager was present in the audience. Mayor Jordan then introduced Ms. Stefanie McAlister and welcomed her to Broadway.

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With no further business to discuss, Mr. Douglas W. Harpine made a motion to adjourn the meeting at 7:29 p.m. Ms. Beverly L. London seconded the motion which 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		

_____ Mayor
David L. Jordan

_____ Town Clerk
Donna Lohr