

MEETING MINUTES OF THE
BROADWAY TOWN COUNCIL

Tuesday, January 7, 2025

7:00 p.m.

1 The Broadway Town Council met in regular session on Tuesday, January 7, 2025, in the Council Chambers
2 of the Broadway Town Hall. The following members were present: Mayor David L. Jordan, Vice-Mayor
3 Beverly L. London, and Council Members Chad L. Comer, Richard E. Fulk, Douglas W. Harpine, and Joan
4 H. Shifflett.

5 The following staff members were present: Town Manager, Stefanie McAlister, Town Clerk Donna Lohr,
6 Acting Chief of Police, Joe Ritchie, and Town Attorney Joel Francis.

7
8 Mayor Jordan welcomed all citizens to the Town Council meeting. He then called the meeting to order at
9 7:00 p.m. with the Pledge of Allegiance followed by the invocation.

10
11 **Approval of Minutes:**

12 **Mr. Chad L. Comer moved to approve the minutes of the December 3, 2024, Town Council Meeting**
13 **and the monthly financial reports and bills paid in the amount of \$403,742.72. Mr. Richard E. Fulk**
14 **seconded the motion which was approved with the following recorded roll call vote:**

15				
16	Joan H. Shifflett	Aye	Richard E. Fulk	Aye
17	Travis M. Driver	Aye	Chad L. Comer	Aye
18	Beverly L. London	Aye	David L. Jordan	Aye
19	Douglas W. Harpine	Aye		
20				

21 **Public Comment:**

22 Mayor Jordan opened the public comment period of the meeting.
23 There were no comments from the public.

24
25 **Old Business:**

26 Mayor Jordan asked Council and staff members if they had any old business to discuss.

27 Mr. Douglas W. Harpine asked for a status report on the slide at the community park. Ms. McAlister
28 answered in the affirmative that the slide has been installed.

29 Ms. Beverly L. London asked for a status report on the Wenger Property. Mr. Joel Francis reported that the
30 ad for the sale of the property has been published in the Daily News-Record. The next step is to go through
31 the process to get the property sold and approved. Ms. Shifflett asked for some background on this item.

32 Mr. Joel Francis explained that the Wenger property is a property within Town limits on which the taxes had
33 not been paid for a substantial amount of time. Upon investigation, it was determined that the property
34 owner was deceased. In cooperation with the Town Police and State Police, the body was recovered from
35 inside the house and the house was then cleaned up. No heirs to the property have been found to date. The
36 personal property has been sold through Green Valley Auction and real property will be sold to satisfy tax
37 debts, liens, and attorney fees.

38 Ms. Shifflett then stated that at the last council meeting, Ms. Fawley had asked about a sign for the
39 Broadway High School boys track team. Ms. Shifflett asked if anyone had looked into that. Mr. Chad
40 Comer advised that is normally handled through the schools. He stated that he had called Ms. Fawley and
41 let her know to contact Mr. Ryan Ritter, Athletic Director for Broadway High School.

42 Ms. Fawley who was present in the audience advised that Mr. Comer had contacted her and she thanked Mr.
43 Comer for the information and advised that she would be contacting Mr. Ritter.

44 Ms. Shifflett then asked for a status update on the water line on Sunset Drive in reference to Mr. Tommy
45 Branner's statements at a previous meeting regarding dirty water in the water line. Ms. Shifflett asked if
46 Public Works had gone out to investigate this and if anyone had been in contact with Mr. Branner. Ms.
47 McAlister responded that the Public Works Department had gone out and met with Mr. Branner and they
48 had discussed options for the water line.

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Departmental Reports:

- a. **Parks & Recreation:** No report.
- b. **Finance:** Mr. Richard E. Fulk reported that he is looking to schedule a date for the finance committee to meet for a budget meeting. Ms. McAlister advised that a meeting will likely be scheduled in a few more weeks, as departments are still putting together budget requests and related information.
Ms. McAlister then gave a brief financial summary. She reported that in the F&M Bank checking account, as of December 30, 2024, there was \$1,387,410 in the account. Outstanding checks totaled \$225,824. In the Loomis investment account, there is \$314,000. \$274,000 of that is the required reserve amount for the Wastewater loans. The remaining amount in the Loomis account is \$39,554. There is \$7,630 available in the LGIP General Fund. There is \$7,183 available in the LGIP Water Fund, and \$6,136 available in the LGIP Sewer Fund. In those four investment or savings accounts, there is \$60,506. Ms. McAlister advised that we will review the checking account balance at the end of January and determine at that time if any monies can be moved into each of those savings accounts.
- c. **Personnel/Police:** Mr. Travis M. Driver reported that Town Council members conducted interviews last week for the Chief of Police position. Mr. Driver advised that Council is hoping to make an announcement regarding that by the end of this week. Mr. Driver advised that a copy of the monthly police report is included as part of Council's packet. The police department had a busy month. Mr. Driver thanked the Police Department for everything they do every day.
Ms. Joan H. Shifflett asked Acting Chief Ritchie if there was a way to see trends in the police statistics that are reported each month, such as a comparison of statistics from previous months. Mr. Ritchie advised that he would include that in his report in the future. Ms. Shifflett then thanked Acting Chief Ritchie for making the press release regarding the robbery in Town as it helped to make the community aware of the incident.
- d. **Utilities:** No report.
- e. **Streets & Properties:** Mr. Chad L. Comer advised that the Public Works Department would be getting some pricing, if they hadn't already, regarding repairing of some curbs, gutters, and driveways in Walnut Ridge. Ms. McAlister advised that the last pricing that Public Works had provided was approximately \$25,000 to make repairs, however that quote was probably over a year old so a new quote will be acquired. Ms. McAlister expressed her gratitude to the Public Works Department for their work plowing and salting the streets during the recent snowstorm. She stated that the Public Works Department does follow a mapped system for plowing and salting. They will be going back to do touch-ups in places that need more attention for snow removal. Ms. McAlister advised that the cold temperatures are a hindrance to snow removal, especially after the snow has been packed down on the pavement or sidewalks.
- f. **Events & BHP:** Mr. Comer reported that events are currently being worked on and a list of scheduled dates for 2025 will hopefully be available by the end of this month.
- g. **Planning Commission:** No report.

New Business:

Mayor Jordan moved to the first item on the agenda under new business which was the discussion and consideration of a text amendment to the Town Code changing the times and days of council meetings, effective immediately. Mayor Jordan advised that it had previously been discussed to change the council

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97 meeting day from the first Tuesday of the month to the third Tuesday. This will aid in compiling all of the
98 financial information and will provide a more accurate snapshot of the Town's finances through the end of
99 the previous month. It will also provide the Police Department with more time to gather their data for a
100 complete month. A copy of the ordinance was included with the council packet.

101
102 **Ms. Beverly L. London made a motion to adopt the ordinance as presented. Mr. Travis M. Driver**
103 **seconded the motion which passed on the following recorded roll call vote:**

104				
105	Joan H. Shifflett	Aye	Richard E. Fulk	Aye
106	Travis M. Driver	Aye	Chad L. Comer	Aye
107	Beverly L. London	Aye	David L. Jordan	Aye
108	Douglas W. Harpine	Aye		
109				

110 Mayor Jordan advised that the next Council Meeting will be held on Tuesday, February 18, 2025, and the
111 Council Workshop Meeting will be held on Thursday, February 13, 2025.

112 Mr. Joel Francis stated that the change to the council meeting dates will be publicized on the Town's
113 website, Facebook page and posted in the Town Office to ensure that the public is made aware of this
114 change.

115 Mayor Jordan moved on to the next item under New Business, which was the discussion and consideration
116 of the appointment of a Vice-Mayor.

117
118 **Mr. Douglas W. Harpine made a motion to appoint Ms. Beverly L. London as Vice-Mayor. Mr.**
119 **Travis M. Driver seconded the motion which passed on the following recorded roll call vote:**

120				
121	Joan H. Shifflett	Aye	Richard E. Fulk	Aye
122	Travis M. Driver	Aye	Chad L. Comer	Aye
123	Beverly L. London	Aye	David L. Jordan	Aye
124	Douglas W. Harpine	Aye		
125				

126 Mayor Jordan announced that Ms. Beverly L. London is Vice-Mayor for another year.

127
128 **Other Business:**

129 Mayor Jordan then asked Council Members if they had any other business to discuss.
130 Ms. Joan H. Shifflett asked if the Town has a Capital Improvement Plan which would prioritize our projects,
131 particularly in terms of infrastructure. Ms. Beverly L. London responded that the Finance Director had
132 talked to Council members about the Capital Improvement Plan and at that time she had advised that it is on
133 her list of things to do in the coming year. The Finance Director will work with each of the Department
134 Heads to determine priorities. Ms. Shifflett asked if this had been done previously. Ms. London stated that it
135 had not been done in the past. Ms. Shifflett stated that it is important to be able to prioritize projects,
136 particularly as the Town heads into budget season so that those projects can be budgeted for and so staff and
137 council stick to what is planned. Ms. Shifflett then asked if Council feels like the Capital Improvement Plan
138 can be done without hiring any outside assistance. Council members agreed that it is not necessary to hire
139 outside help on the Capital Improvement Plan.

140
141 **Adjourn:**
142 **At 7:20 p.m., Ms. Beverly L. London moved, seconded by Mr. Richard E. Fulk, to adjourn the**
143 **January 7, 2025, Town Council meeting. The motion was approved with the following recorded roll**
144 **call vote:**

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Joan H. Shifflett Aye

Richard E. Fulk Aye

147

Travis M. Driver Aye

Chad L. Comer Aye

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Beverly L. London Aye

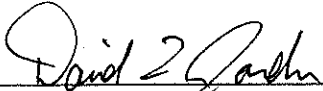
David L. Jordan Aye

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Douglas W. Harpine Aye

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151


 _____ Mayor

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David L. Jordan

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 _____ Town Clerk

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Donna J. Lohr

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