

TOWN OF UNIONVILLE MINUTES OF REGULAR MEETING

The Town Council of the Town of Unionville met at 7:30 p.m. on Monday, May 20, 2019 in Town Hall, 1102 Unionville Church Road, Monroe, NC. Mayor Baucom and all Commissioners were present. Town Attorney Ken Helms was absent.

Everyone stood and recited the Pledge of Allegiance to the United States flag, after which Commissioner Simpson led the prayer of invocation.

Mayor Baucom welcomed everyone and called the meeting to order. There were no public comments.

Upon motion duly made by Ken Brown, seconded by Edd Little, Council unanimously approved minutes of the April 15, 2019 regular meeting and executive session.

Mayor Baucom recognized Finance Officer Darrell Baucom, who reviewed the Financial Report, a copy of which is appended to these minutes. Mr. Baucom stated that there has been little change to the checking and Certificates of Deposit balances. The certificate will renew in June; currently the rate is two percent. In Profit and Loss Budget vs Actual, the Town received a \$50,000 grant from North Carolina for the Unionville Volunteer Fire Department. The Town should receive Alcohol and Beverage Control taxes of \$30,000 this month. Under Total Income, the Town is favorable to budget by \$15,721. Expenses are more than planned due to the contribution of \$60,000 to Unionville American Legion, \$60,000 to Unionville Volunteer Fire Department and \$15,000 to Unionville Volunteer Fire Department for the training tower. Payroll expenses are over budget by \$8,463. Legal fees are under budget. Overall, the Town's expenses are over budget \$102,000, due mostly to contributions. In Transactions by Account, significant items are Warlick Trucking for parking lot rock, \$1,070 to Zurich American Insurance for worker's compensation, \$50,000 grant to Unionville Volunteer Fire Department and \$1,000 for Old Republic Bonds. Large pending bills to be paid are \$8,000 Piedmont Convenience site with Union County and Town of Fairview and \$2,925 for Swain Law for Board of Adjustment legal representation.

Upon motion duly made by Edd Little, seconded by Jaren Simpson, Council unanimously approved payment of pending bills. Mayor Baucom added that Clerk Gaddy had an added expense of \$504.78 for a wellness visit not covered under existing health insurance, and asked Council's consideration of covering this expense through wages. Upon motion duly made by Jaren Simpson, seconded by Andrew Benton, Council unanimously approved coverage of this expense.

Mayor Baucom stated that the Town has been asked to enter into an Interlocal Agreement with City of Monroe at Village Lake Drive for water and sewer services. Currently, only City of Monroe provides water and sewer along Village Lake Drive. Tommy and Cindy Medlin own a 10-acre tract on Village Lake Drive within the Town of Unionville limits, which

they would like to sell to Mr. Tony Taylor. Mr. Taylor states that he plans to divide this parcel into five two-acre tracts and would like for City of Monroe to provide water and sewer utilities to these lots, as it will increase the value of the land. City of Monroe has agreed to provide these services if Town of Unionville will enter into an Interlocal Agreement. Mayor Baucom and Commissioner Benton met with City of Monroe Manager Larry Faison and Water Resources Manager Russ Colbath recently and Monroe officials recommended a joint meeting between Unionville Town Council, Ken Helms, Mr. Faison and Mr. Colbath to discuss details. City of Monroe officials have indicated that they would consider providing these services on a small scale. Town of Unionville could have the final decision on a case-by-case basis. Upon motion duly made by Ken Brown, seconded by Gene Price, Council unanimously agreed to pursue a meeting with City of Monroe officials and our attorney to discuss details of an Interlocal Agreement. Clerk Gaddy will work with Monroe officials to set up a special meeting preferably on a Monday evening in mid-June. Mr. Taylor expressed his appreciation to the Town Council in working with him on this project.

In considering the Piedmont High School Athletes of the Year, upon motion duly made by Ken Brown, seconded by Edd Little, Council unanimously approved recognizing James Price and Katie Verrill. A trophy will be awarded to each of them at the PHS Awards Ceremony.

Mayor Baucom stated that when he was in school, they recognized outstanding seniors who possessed good character, academics and civic duty. Dr. Tyson and Counselor Joanna Ellis have requested recommendations from each of their ten departments at Piedmont High School for candidates who reflect these qualities and have provided a list of ten outstanding seniors. Upon motion duly made by Ken Brown, seconded by Andrew Benton, Council unanimously approved recognition of these young men and women at the PHS Awards Ceremony with a certificate, and a plaque to be presented to them before the end of school. A list of seniors is appended to these minutes.

Mayor Baucom recognized Ms. Shelly Holt, Fund-raising chair with Piedmont High School Marching Band. Her daughter is a sophomore in the band. They are planning for marching season by fund-raising. Band directors receive a salary, but they must raise money for many things. They hope to replace 20-year-old equipment totaling \$200,000 for instruments alone. Immediate needs for rumbas total \$5,000-\$6,000 each; timpani's \$20,000 each; baritones \$3,000 each and tubas \$8,000 each. Their annual budget is \$85,500 and some families can't pay their dues. Band members learn leadership, teamwork, support and love for each other. This year celebrates the 50th year of band at PHS. They want to commission a copyrighted piece of music specifically written for the Piedmont High Band. This will take up to eight months to write and will cost approximately \$3,000. They would like to have a 50-year band celebration on campus. They are contacting other sponsors also; Town of Fairview invited them back in July. Mayor Baucom made inquiry as to their deadline. Ms. Holt stated that they will begin planning in June and July. He stated that the Town will consider this during budget discussions in June.

There being no one present from Council on Aging, Mayor Baucom reviewed the NFocus Agreement for Planning and Code Consulting Services for 2019-2020. Clerk Gaddy stated that Attorney Helms has looked over it and determined it is the same as last year. All services are provided on an as-needed basis. Upon motion duly made by Edd Little, seconded by Jaren Simpson, Council unanimously approved the NFocus Agreement, a copy of which is appended to these minutes.

In considering appointments to Unionville's Planning Board, upon motion duly made by Edd Little, seconded by Jaren Simpson, Council unanimously appointed Barry Baucom to Planning Board member, a three-year term. Upon motion duly made by Jaren Simpson, seconded by Andrew Benton, Council unanimously appointed Matthew Price to Planning Board alternate, a three-year term. In considering Board of Adjustment alternate Todd Loving's expired term, Council tabled this decision until the June 17, 2019 meeting.

Mayor Baucom set a public hearing for 7:15 pm on Monday, June 17, 2019 to hear comments regarding Text Amendment #TC-19-02, to define barns and exempt barns from the accessory structure definition in definitions and Section 150 (b) (3).

Mayor Baucom and Commissioners Benton, Brown, Little and Price will plan to ride in the July 4th parade. Clerk Gaddy and Deputy Clerk Braswell will arrange transportation.

Upon motion duly made by Edd Little, seconded by Jaren Simpson, Council unanimously approved vacation days of June 10-14, 2019 for Clerk Gaddy.

Budget and Finance Officer Darrell Baucom reviewed the proposed 2019-2020 Budget with Council. He stated that the Fund Balance appropriated shows an anticipated excess of income over expense of \$184,775. Investment Income is based on balance of \$2,600,000 certificate of deposit earning 2% and approximately \$150 per month in the money market account. Solid waste is based on trends. Ad valorem taxes reflect the estimate from Union County Tax Administration for real and personal property taxes. The total assessed amount is \$509,000,000 with a 2 cents per \$100 valuation rate and a 98 percent collection rate. He subtracted farm-deferred taxes and the total ad valorem amount is \$94,000. Alcohol and beverage taxes are based on trends. Franchise taxes reflect that the General Assembly is trying to reduce franchise and increase sales taxes. NC League of Municipalities estimates a one percent reduction in franchise taxes, which would be \$230,000 for Unionville. Motor Vehicle tax value is \$73,000,000 at 2 cents rate with 100 percent collection rate equals \$14,500. Sales and use taxes are estimated to increase 4.5% to \$35,000. Zoning fees are based on trends and equals \$10,000. The total revenue is estimated at 471,800 of which \$184,775 will be deposited into savings.

On the expense side, advertising, bank fees and collection fees are all based on trends. Contributions include \$60,000 to Unionville Volunteer Fire Department and \$25,000 to various other charities. This year the Town gave \$60,000 to American Legion Post #535; the \$50,000 grant for the VFD passed through the Town and the Town also gave \$15,000 toward the VFD

training tower. Dues and subscriptions are based on current year amounts. Health, life and dental insurance are for Clerk Gaddy. Liability insurance is based upon an estimate by NC League of Municipalities. Worker's compensation, bonding and cyber insurance are also included. Maintenance and repairs include lawn maintenance and office cleaning, rocks on the driveway and miscellaneous totaling \$15,000. Miscellaneous includes various expenses. Office supplies trend at \$4,000. For payroll, he refers to page 11. He took payroll from 6/1/18 to 5/1/19 and used a 4.9% increase, which is the average from a survey dated April, 2019 for cost of living and merit increases. The Town also provides a Christmas bonus and Clerk Gaddy's health insurance. Total payroll is \$81,500 and FICA is 7.65 percent of that. The retirement program is 8.95%, roughly \$5,800. Postage is based on trends. The audit fee is based upon the J.B. Watson estimate. Urban forester is a consulting expense. Elections expenses are from page 14; Union County estimates \$5,700. Legal fees are at \$15,000 and zoning administration are at \$10,000; both based on trends. New this year is security—ADT at \$159 per month. Solid waste cost sharing with Union County and Town of Fairview is \$8,000 for the Piedmont Convenience Site. Training estimate is \$500. Volunteer Fire Department appreciation meal is estimated at \$500. Travel includes daily bank deposits and post office trips. Utilities are based on trends. The Town reimburses the Community Center Planning Board for their utility costs. All of this is based on a \$.02/\$100 ad valorem tax.

Mayor Baucom set a public hearing to consider the 2019-2020 budget for Monday, June 17, 2019 at 7:00 p.m.

In considering destruction of old records, Deputy Clerk Braswell stated that we are running out of room at Town Hall due to the number of files. The state's schedule allows the Town to approve destruction of tax receipts from years 1999-2008, as long as they have been written off by the Town and cannot be collected, if directed by Council. A high school senior is willing to come help shred these files this summer for community service hours. We are also scanning zoning and tax records for ease and quick reference. Attorney Ken Helms is reviewing a policy for wider destruction of records. Upon motion duly made by Jaren Simpson, seconded by Edd Little, Council unanimously directed the Clerk and Deputy Clerk to destroy the tax receipts from years 1999-2008.

There being no other business, Mayor Baucom declared the meeting adjourned.

Respectfully submitted,

Sonya W. Gaddy
Clerk

Approved as to form:

R. Kenneth Helms, Jr., Town Attorney