

**TOWN OF UNIONVILLE  
TOWN COUNCIL  
SPECIAL MEETING MINUTES**

The Town Council of the Town of Unionville held a special meeting at 7:45 p.m. on Monday, April 4, 2022 at Town Hall, 1102 Unionville Church Road, Monroe, NC. Mayor Baucom and Commissioners Andrew Benton, Jeff Broadaway, Gene Price, Chad Simpson and Jaren Simpson were present. Town Attorney Ken Helms was also present. The purpose of this meeting is to discuss utilization of the grant received from the State Capital and Infrastructure Fund for Local Government Infrastructure Grants.

Mayor Baucom called the meeting to order and welcomed everyone in attendance. He stated that this is the only item Council can discuss at this meeting.

Attorney Helms stated that the North Carolina legislature amended the statute to allow communities to purchase property now. Finance Officer Darrell Baucom read the statute indicating that the purchase of real property, the acquisition of easements, equipment, vehicles, etc. are acceptable uses of these funds. Attorney Helms stated that it is up to the Council to discuss and decide how to spend these funds.

Mayor Baucom stated that originally paving the Town Hall parking lot and installing a new roof have been mentioned, as it has been over 20 years since the last roof was installed and now shingles have blown off. Finance Officer Baucom has not submitted anything to the budget office yet. Mayor Baucom asked if the scope of work could change and whether the legislature allow other opportunities. Attorney Helms asked about the timeframe. Finance Officer Baucom stated that they wanted to have funds out by the end of February and he has received the funds for the Volunteer Fire Department. Neighbor Town of Fairview has received Town Hall and SCIF park grant funds already. Mr. Helms said the Council needs to discuss things tonight and can come back later to make decisions. Mr. Baucom suggested upgrades to Noel Williams Park, such as a picnic shelter and a walking trail. Mr. Helms stated that the Town doesn't currently own the park and we would not be using these funds to purchase it, but the only way to know if it is allowed is to submit the proposal for approval. Current wording states "equipment or use on property we currently own". Mayor Baucom stated that this would also apply to the Community Center. Mr. Helms confirmed that and that currently the Community Center is owned by a non-profit organization. Their bylaws may indicate that any money they receive would go to another non-profit organization, although they could gift the property to the Town and the Town could possibly use these funds for projects on the property. The same would apply to the nearby park.

Commissioner Broadaway stated that both ideas would benefit the residents, and that's what it's all about. He prefers to see the money spent where it would benefit the entire community. Commissioner Jaren Simpson stated he doesn't think the Women's Club would give up the title to the Community Center property.

Mayor Baucom mentioned the Town Hall roof and parking lot again. Commissioner Chad Simpson asked if we could build up the park with the picnic shelter and walking trail. Mr. Baucom reminded him that we don't own that property. Commissioner Benton asked if they would be willing to sell it to the Town, and yet have it stay under their oversight. Mr. Baucom asked Commissioner Broadaway the status of possible annexation. Mr. Broadaway has reached out to the adjoining landowner but he has not been able to respond yet. Attorney Helms will check on whether the Town can own property outside of the Town limits and spend the funds on improvements of that property. Another question was about the method of receipt of the funds. Mr. Baucom stated we must identify improvements with a dollar amount from estimates. Town of Fairview had an amount for a study to determine the best use and cost estimates. It must be pretty specific and we must go through the bidding process, but probably can be amended.

Commissioner Broadaway suggested an addition to Town Hall to allow for storage. Clerk Gaddy confirmed that we are out of storage space in the present building, and we are required to retain several years of records, per the General Statutes until such time that we adopt a Retention Schedule. Even so, we are erring on the side of caution so as not to destroy necessary items. Deputy Clerk Braswell stated that the Retention Schedule has been updated recently and she will work on it this summer. Mayor Baucom stated that this is an area to look at. Commissioner Price stated that the Town Hall roof, adding onto the building for storage and parking lot paving could allocate the entire grant before we work out anything with the park. He asked if we could change our minds once funds are allocated. Attorney Helms is unsure of the answer, as we haven't done this before. He suspects it would be difficult to change our allocations. Deputy Clerk Braswell reminded Council that there are Parks and Recreation grants the state produces every year that we could potentially partner with organizations if we want to pursue the park option. Mr. Baucom stated those matching grants are up to \$500,000. Commissioner Price reiterated that our only option now is for the current Town Hall property and Attorney Helms confirmed that fact unless we were to purchase another property. He stated that it could make sense to expand Town Hall with a basement, etc. Commissioner Benton inquired about the age of the building. Mayor Baucom stated that it's about 40 years old. Mr. Benton considered population growth over the next several years, and stated that since our storage areas are full, it could be more financially responsible for expanding now rather than five-ten years later. We could have the roof work done at the same time. Attorney Helms stated that it is the responsibility of the Town to store documents, and this would give the Town the opportunity to take advantage of what's been presented rather than piece-meal expansion should we need more storage space in the near future.

Attorney Helms asked Mr. Baucom how Fairview came up with their estimates. Mr. Baucom stated that a group came in and did a proposal when they first developed the park and the Town went back to them for additional features. Attorney Helms suggested that the Council might want to hire an architect/consultant to look at Town Hall and make suggestions based on our needs. It will take more time, but we will have more accurate numbers. Commissioner Price stated that this seems to be our only option; or they also might want to consider purchasing adjoining property if it was for sale. Attorney Helms advised the Council to put into

a motion to hire a consultant and have them guide us as to the best direction to go forward. The consensus of the Council was to have Finance Officer Baucom contact a consultant who can give some guidance and bring some information to the April 18, 2022 Council meeting. Council members should also bring a wish list of items to the meeting.

Attorney Helms will also look into the question regarding Noel Williams Park and discuss at the April 18, 2022 meeting.

Upon motion duly made by Jaren Simpson, seconded by Andrew Benton, Council unanimously adjourned the special meeting.

Respectfully submitted,

Sonya W. Gaddy  
Clerk

Approved as to form:

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R. Kenneth Helms, Jr., Town Attorney