

**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, 2024 at Unionville Volunteer Fire Department #22, 3229 Concord Highway, Monroe, NC. Mayor Baucom and all commissioners were present. Town Attorney Ken Helms was also present.

Everyone stood and recited the Pledge of Allegiance to the American flag, after which Commissioner Benton led the prayer of invocation.

Mayor Baucom welcomed everyone and called the meeting to order. He called for public comments, but there were none.

Upon motion duly made by Andrew Benton, seconded by Jeff Broadaway, Council unanimously approved the minutes of the April 15, 2024 meeting.

Mayor Baucom recognized Finance Officer Darrell Baucom, who reviewed the Financial Report, a copy of which is appended to these minutes. Mr. Baucom called Council's attention to the Balance Sheet, where it indicates that he transferred \$200,000 from Pinnacle Money Market account to the regular account, anticipating payments to the Volunteer Fire Department and Miles-McClellan Contracting. He reported a balance of \$3,758,000 in the checking account. Investment Income is \$140,000; ad valorem taxes are \$150,000; he expects one more payment of franchise taxes. Overall, the total income is \$567,000. Contributions of \$69,000 include the Unionville VFD donation. In Total Expenses, \$289,000 does not reflect Town Hall expenses, as they are in a separate fund of \$278,000 included for the year. Significant Activity Since Last month is \$7,000 to Wolf Trail Engineering and \$2,500 to Baucom Lawn and Landscaping. Pending Bills include \$60,000 to Unionville VFD for their annual donation, \$67,000 to Miles-McClellan Contracting and \$1,700 to N-Focus Planning for code enforcement and zoning back-up. There were no questions on the monthly report.

Finance Officer Baucom also reviewed the 2024-2025 Budget and called Council's attention to the packet, a copy of which is appended to these minutes. Investment Income of \$140,000 is based on a 4.25% rate and assumes a \$.02/\$100 valuation ad valorem tax rate. Fund Balance appropriates \$25,000 to savings. Total Revenue is \$615,000. He is unsure of capital outlay, as we should receive the \$250,000 grant and apply it to Town Hall expenses prior to the end of the fiscal year. The additional \$250,000 grant will be set aside for park capital outlays. Contributions are \$110,000, which is normal. Insurance has increased to \$13,000 due to an increase by NC League of Municipalities due to storms. He recommends a 4.85% cost of living and merit increase for payroll based on the survey, along with adjustments for retirement, FICA and Social Security totaling \$102,000. The rest is based on trends as detailed in the packet. There were no questions regarding the budget.

Mr. Baucom also drew Council's attention to the Capital Project Ordinance showing a \$250,000 grant and spending \$250,000 for Town Hall renovations.

Upon motion duly made by Andrew Benton, seconded by Gene Price, Council unanimously approved Pending Bills and adopted the Capital Project Ordinance of \$250,000 for Town Hall renovations.

Mayor Baucom set a public hearing for Monday, June 17, 2024 at 7:15 p.m. for 2024-2025 Budget public comments.

In Charitable Contributions Requests, no one was present from Unionville Community Center or Council on Aging. Mayor Baucom recognized David Yarborough with Unionville Lions Club, who thanked the Town for their past support. He stated that the Lions Club recently helped Piedmont High School honor our teachers during Teacher Appreciation Week. They are asking for \$15,000, which is the same amount as last year, in order to offset the cost of the chicken barbecue they sell at the July 4<sup>th</sup> festivities. Plates will be \$10 each. Everyone will be back again this year except for the pony rides. This year they are pre-selling tickets for the chicken barbecue. Last year they sold 650 plates, compared to 1,000 plates in previous years. This year, Tickle My Ribs will prepare the chicken barbecue in an effort to help non-profit agencies. Also, this year you will be allowed to dine inside the Community Center. They will have Kona Ice, barbecue sandwiches, hamburgers and hot dogs and homemade ice cream and would like to request a decision prior to the June 17<sup>th</sup> meeting. He also thanked Darrell Baucom, who has volunteered his time and expertise with some of their accounting needs. Commissioner Broadaway reported that he has requested the driveway tiling on Unionville Road by the NCDOT, and they are in the process of installing it for parking for the July 4<sup>th</sup> festivities. Upon motion duly made by Gene Price, seconded by Chad Simpson, Council unanimously approved the \$15,000 donation to Unionville Lions Club to subsidize the barbecue chicken plates for the July 4<sup>th</sup> celebration.

Upon motion duly made by Jaren Simpson, seconded by Andrew Benton, Council unanimously approved the N-Focus contract for 2024-2025, as nothing has changed from the previous contract.

Upon motion duly made by Jeff Broadaway, seconded by Jaren Simpson, Council unanimously directed Planning Board to consider the text amendments provided by Union County Urban Forester, Keith O'Herrin but did not elect to participate in the program for the 2024-2025 fiscal year.

Clerk Gaddy reported that the Piedmont High School Outstanding Seniors and Male and Female Athletes of the Year will be recognized at the Awards Ceremony on Thursday, May 23, 2024 at 6:00 pm in the school auditorium. A list of those recipients is appended to these minutes.

Mayor Baucom recognized Doug Buchanan with Wolf Trail Engineering, who provided an update on Town Hall renovations. He reported that Clerk Gaddy and Deputy Clerk Braswell were trained on the electronics on Friday, May 17, 2024. Clerk Gaddy asked for a decision to have Sage Security monitor Town Hall at a rate of \$270 per quarter. She stated that the wireless sound system will be different; you'll need to press a button to speak and there are speakers in the ceiling. Deputy Clerk Braswell stated that the Commissioners will have a key fob and code to enter and set the alarm. There are five cameras inside and outside Town Hall. Mr. Buchanan reported that the mechanical, electrical and plumbing have passed their final inspections. Union County Building Inspector will return once the ramp railing is installed, in roughly three weeks. He would like to walk through the building with the Mayor, Clerk, Deputy Clerk and any others who would like to walk through the grounds and building, making a final punch list. Commissioners Jaren Simpson and Gene Price will participate on Tuesday, May 28, 2024 at 9:00 a.m. Commissioner Jaren Simpson made inquiry as to the landscaping and door hardware status. Mr. Buchanan stated that these will be finished to the Council's approval. Finance Officer Baucom made inquiry as to the final bills. Mr. Buchanan stated that there will be two more bills—a final and a retainage. Once the project is finished, we will do a close-out book and a set of as-built drawings. At the end of construction, the disputed items will be addressed.

Attorney Ken Helms reported that he has researched what the Town can and can't do regarding Piedmont Recreation Association's offer to gift the park to the Town. The Town is allowed to accept the property as a gift and enter into a lease agreement with the Association to conduct events on the fields with limitations on length or no limits on terms. A public hearing would be required and terms would be determined prior to a hearing. Alternatively, the Town could also decide to run the Recreation Association itself, but that would require extra work on the current staff or a Parks & Recreation Department. The simplest option is to lease the park to the Piedmont Recreation Association under certain terms and conditions, as they have been operating it for years. There is also a possibility that funding is available to develop walking trails or other activities the Town wants to add within the lease. Attorney Helms stated that it would be a good idea to appoint a committee of two commissioners and PRA representatives to work together to develop this lease agreement. Dallas Greene of Piedmont Recreation Association stated that the vote was unanimous to donate the park to Town of Unionville, and they are willing to continue operating the park, if the Town desires. Upon motion duly made by Jeff Broadaway, seconded by Jaren Simpson, Council unanimously accepted Noel Williams Park as a donation from Piedmont Recreation Association. Mayor Baucom appointed Andrew Benton and Jeff Broadaway to serve as Unionville representatives and Chad Simpson as an alternate on a committee, along with PRA representatives to determine a rental agreement between Piedmont Recreation Association and Town of Unionville. Mr. Greene will advise who will represent PRA on this committee. Attorney Helms will also meet with this committee. Mayor Baucom suggested that the Town proceed with a professional engineer consultant who specializes in park design to make suggestions regarding the Town's involvement and additions to the park. Attorney Helms will check on the requirements of this option. Commissioner Price suggested that we work with NC Office of Budget and Management for grant budgeting assistance. Additionally, Union County has a REACH grant to be used for healthy exercise in communities and suggested the grant can pay for engineering services. Finance Officer Baucom will talk with the auditor regarding representation of this property on our records. PRA has general liability insurance in place and will add Town of Unionville as an additional insured on their policy. Mr. Greene will provide whatever information is required.

In considering moving into Town Hall, Clerk Gaddy recommended approval of the Sage Security quote for \$270 per quarter; a copy of which is appended to these minutes. Upon motion duly made by Gene Price, seconded by Jaren Simpson, Council unanimously approved this contract. Additionally, she suggested ten new executive chairs for the dais, a new podium and microphone stand, and a new Deputy Clerk desk and chair totaling approximately \$3,000. Upon motion duly made by Jaren Simpson, seconded by Chad Simpson, Council unanimously approved the purchase of these items for Town Hall. She also stated that we might want to install new curtains in the future. Clerk Gaddy suggested that we plan a Ribbon Cutting/Open House Ceremony once we are moved in to invite the residents to see the renovations.

Upon motion duly made by Andrew Benton, seconded by Jeff Broadaway, Council unanimously agreed to adjourn to Executive Session regarding a personnel issue.

Upon motion duly made by Gene Price, seconded by Andrew Benton, Council unanimously adjourned Executive Session.

In other business, Land Use Administrator Gaddy reported that Quik Trip Corporation has proposed that the Town enter into an agreement for split jurisdiction with City of Monroe, as they own one property located in City of Monroe. This would mean that Town of Unionville would administer its own zoning on property located in City of Monroe—not Town of Unionville. Upon motion duly made by Jeff Broadaway, seconded by Jaren Simpson, Council unanimously agreed to ask Quik Trip to deannex

the City of Monroe property and petition for annexation into Town of Unionville rather than conducting split jurisdiction zoning on City of Monroe property, based upon Quik Trip's representative's response at the previous public hearing.

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

Respectfully submitted,

Sonya W. Gaddy  
Clerk

Approved as to form:

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R. Kenneth Helms, Jr., Town Attorney