

November Regular Council Meeting Minutes

The Town Council of the Town of Unionville held its regular meeting on Monday, November 17, 2025, at 7:30 p.m. in Town Hall, 1102 Unionville Church Road, Monroe, NC. Mayor Baucom and all the Commissioners and staff were present.

Pledge of Allegiance to the United States Flag

Mayor Randy Baucom led the Pledge of Allegiance.

Invocation

Councilman Gene Price led the invocation.

Welcome and Call to Order

Mayor Randy Baucom welcomed everyone to the meeting and called the meeting to order.

Public Comments

Gaile Benton, at 5604 Lander Benton Road, expressed concerns about her neighbor at 5600 Lander Benton Road. Mrs. Benton alleged her neighbor is operating a car lot on his residential property. Mrs. Benton described ongoing issues since 2018, including storage of numerous vehicles, disregard for property lines, and harassment toward her family. She requested enforcement of town regulations regarding vehicle storage and business operations in residential areas.

Consideration of the minutes of the October 20, 2025 regular meeting

Motion to approve the minutes of the October 20, 2025 regular meeting was made by Jaren Simpson, seconded by Chad Simpson, and passed unanimously.

Financial Report – Darrell Baucom

Finance Officer Darrell Baucom presented the financial report, a copy of which is appended to these minutes, noting that year-to-date income was \$196,000-\$197,000 against a full-year budget of \$704,000. Major revenue sources included ad valorem taxes, franchise taxes, sales tax, and investment income.

Total expenses were \$186,000, with major expenditures being park maintenance, payroll, UDO implementation, and contributions. This resulted in approximately \$11,000 in income for the year so far.

Mr. Baucom reviewed the transactions since the last meeting, which included payments to MC2 engineering, N-Focus, and Piedmont Recreation for park expenses. The pending bills primarily consisted of salaries, reimbursement to the park, and payment to N-Focus for code enforcement.

Motion to pay the bills was made by Gene Price, seconded by Jaren Simpson, and passed unanimously.

Consideration of Piedmont Recreation Association engineer quotes – Jeff Broadaway and Andrew Benton

Councilman Jeff Broadaway presented three engineering quotes for park improvements. He explained that a master plan would be required to make projects eligible for grant funding and cost sharing. Broadaway noted that the Piedmont Recreation Association board was comfortable with Council making the decision on which firm to select.

Mr. Broadaway pointed out that one of the quotes from Fit Fields did not include financial cost information, and he had reached out to request those details. He recommended delaying the decision until the December meeting so Council could compare all options fairly.

Consideration of Annexation #30, 4001 Olive Branch Road; apply zoning; Planning Board recommends RA-40

Town Clerk/Tax Collector/Land Use Administrator Sonya Gaddy certified that all requirements had been met for the voluntary annexation of 4001 Olive Branch Road. She confirmed that the public hearing had been properly advertised and held, and all judicial requirements had been satisfied.

Ms. Gaddy noted that the Planning Board recommended zoning the property as RA-40, which would be consistent with most of the town and the current use of the property.

Motion to approve the voluntary annexation of 4001 Olive Branch Road was made by Andrew Benton, seconded by Gene Price, and passed unanimously.

Motion to apply RA-40 zoning to the newly annexed property was made by Gene Price, seconded by Chad Simpson, and passed unanimously.

America's 250th Anniversary Celebration – Gene Price

Councilman Gene Price presented an update on plans for America's 250th Anniversary celebration, scheduled for Saturday, June 27, 2026, at Noel Williams Park. He credited Town staff Sonya Gaddy and Melody Braswell for their significant contributions to the planning process.

The event will include a concert, food trucks, children's entertainment activities, and a drone light show to close the evening. Mr. Price explained that the committee had considered fireworks but found them to be expensive with additional concerns about fire safety and impacts on pets and animals.

Plans also include a possible aircraft flyover. The estimated cost for the entire event is currently \$47,750, but Price noted they are pursuing sponsors to potentially offset some expenses.

When asked about expected attendance, Councilman Price indicated they plan to publicize the event extensively and hope for a large turnout befitting the significance of the 250th anniversary celebration.

Regarding logistics, Price mentioned they are working on arrangements for setup and cleanup, potentially including local scout troops for post-event cleanup with a donation from the town.

Motion to approve the America's 250th Anniversary Celebration plans with a budget not to exceed \$50,000 was made by Jeff Broadaway, seconded by Andrew Benton, and passed unanimously.

Consideration of Online Minutes Archives – Melody Braswell

Deputy Clerk Melody Braswell reported that during the ongoing website redesign process, she noticed that the town's online minutes archive only goes back to 2019. She explained that all minutes have been sent to the state for microfilming and have been returned, confirming compliance with state requirements.

Ms. Braswell requested Council's permission to create a complete online archive from 1998 through the current date to improve public accessibility.

Motion to authorize creating an online minutes archive from 1998 to present was made by Gene Price, seconded by Andrew Benton, and passed unanimously.

Consideration of Direction for Policies – Ken Helms

Town Attorney Ken Helms recommended that the Council develop formal policies and procedures for various aspects of town operations, including meeting conduct and employment issues. He explained this would provide consistency and transparency for residents and avoid having to make decisions on the fly.

Mr. Helms suggested two possible approaches: 1) staff could develop policies and present them to the full Council for discussion and approval, or 2) Council could appoint a committee to work with staff to develop draft policies before bringing them to the full Council.

After discussion, Council agreed that a committee approach would be more efficient. Mayor Baucom appointed Councilwoman Lana Kirkpatrick and Mayor Pro-Tem Andrew Benton to serve on the policy committee, which will work with town staff and the attorney to develop draft policies.

Special Joint Meeting with Planning Board; UDO Kickoff – Monday, December 1, 2025 7:45 p.m. in Town Hall

Mayor Baucom announced the upcoming joint meeting with the Planning Board for the UDO kickoff on Monday, December 1, 2025, at 7:45 p.m. in Town Hall.

Christmas Parade and Tree Lighting – Sunday, December 7, 2025 2:30 pm – 5:30 pm

Mayor Baucom announced the Christmas Parade and Tree Lighting scheduled for Sunday, December 7, 2025, from 2:30 p.m. to 5:30 p.m.

Consideration of IIMC Regional Conference for Deputy Clerk Braswell February 17-20, 2026

Deputy Clerk Melody Braswell requested approval to attend the International Institute of Municipal Clerks (IIMC) Regional Conference from February 17-20, 2026. She noted that the conference is being held in North Carolina this year, providing a valuable professional development opportunity closer to home than usual.

Motion to approve Deputy Clerk Braswell's attendance at the IIMC Regional Conference was made by Jaren Simpson, seconded by Gene Price, and passed unanimously.

Other Business

Town Clerk Sonya Gaddy informed Council that the Town of Fairview had invited Unionville to participate in their Winter Festival on Saturday, December 6th from 4:00 p.m. to 7:00 p.m. The event includes distributing stockings with candy and small items to 750-1000 children. Ms. Gaddy offered that she and Deputy Clerk Melody Braswell could represent Unionville at the event, particularly since it was the day before Unionville's own event.

Motion to approve Town staff representing Unionville at the Fairview Winter Festival was made by Gene Price, seconded by Jaren Simpson, and passed unanimously.

Recognition of Commissioner Chad L. Simpson

Mayor Baucom recognized Councilman Chad Simpson, who was concluding his term on the Council. The Mayor presented Mr. Simpson with a plaque in appreciation for his four years of service to the citizens of the Town of Unionville. Mayor Baucom also announced that Councilman Simpson had been named Unionville's Person of the Month in recognition of his hard work and service.

Adjournment to Reception for Commissioner Simpson

The meeting was adjourned at 8:13 p.m. to a reception honoring Councilman Simpson.

Respectfully submitted,

Melody Braswell
Deputy Clerk

Approved as to form: Clerk

R. Kenneth Helms, Jr., Town Attorney

Note: These minutes were drafted with the assistance of Clerk Minutes by HeyGov. All content was reviewed and approved by the Clerk prior to submission.