

December Regular Council Meeting Minutes

The Town Council of the Town of Unionville held its regular meeting on Monday, December 15, 2025, at 7:30 p.m. in Town Hall, 1102 Unionville Church Road, Monroe, NC. Mayor Baucom, Mayor Pro Tem Andrew Benton, Jeff Broadaway, Lana Kirkpatrick, and Gene Price, and staff were present. Commissioner Jaren Simpson was absent.

Pledge of Allegiance to the United States Flag

All present recited the Pledge of Allegiance.

Invocation

Councilman Gene Price delivered the invocation.

Welcome and Call to Order

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

Acceptance of 2026 Municipal Election Results

The 2026 Municipal Election results were recorded and accepted.

Administration of Oaths of Office by Superior Court Judge Jonathan Perry

Superior Court Judge Jonathan Perry administered the oaths of office to:

- Mayor-Elect Randy K. Baucom
- Commissioner-Elect Andrew Benton
- Commissioner-Elect Lana Kirkpatrick

Each official took their oath with their hand on the Bible, and photographs were taken during the ceremony.

Election of Mayor Pro Tempore

Councilman Gene Price nominated Andrew Benton to continue serving as Mayor Pro Tempore. Councilman Jeff Broadaway seconded the motion.

*Motion by Gene Price, seconded by Jeff Broadaway, to elect Andrew Benton as Mayor Pro Tempore.
Motion carried unanimously.*

Resolution to Adopt 2026 Meeting Schedule

The Council discussed continuing the established meeting schedule of the third Monday of each month at 7:30 PM.

Motion by Jeff Broadway, seconded by Gene Price, to maintain the Town Council meeting schedule on the third Monday of each month at 7:30 PM for 2026. Motion carried unanimously.

Public Comments

No citizens came forward to offer public comments.

Consideration of the minutes of the November 17, 2025 public hearing and regular meeting

Motion by Andrew Benton, seconded by Lana Kirkpatrick, to approve the minutes of the November 17, 2025, public hearing and regular meeting. Motion carried unanimously.

Consideration of the minutes of the December 1, 2025 special joint meeting with Planning Board

Motion by Gene Price, seconded by Andrew Benton, to approve the minutes of the December 1, 2025, special joint meeting with Planning Board. Motion carried unanimously.

Financial Report – Darrell Baucom

Finance Officer Darrell Baucom presented the financial report, highlighting the following:

- Cash balances as of December 13, 2025
- Year-to-date revenue of \$374,000 versus a total budget of \$705,000 for the year
- Main revenue sources: ad valorem taxes, franchise taxes, and investment income
- Total expenses to date of \$228,000
- Major expense items: payroll, UDO implementation costs, and election expenses
- Recent deposits included ad valorem tax payments and a reimbursement from Piedmont Recreation
- Notable payments included a deposit to Brio Live for the July 4th celebration performers

Mr. Baucom then reviewed the pending bills to be paid, including:

- Estimated payment for accumulated sick leave for the retiring clerk, Sonya Gaddy
- Piedmont Recreation reimbursement expenses
- N-focus for zoning enforcement
- UDO payment installment
- Union County Board of Elections payment of \$8,700
- Brio Live payment
- A property tax refund

Motion by Gene Price, seconded by Andrew Benton, to pay the bills as presented. Motion carried unanimously.

America's 250th Anniversary Celebration Updates – Gene Price

Councilman Gene Price reported that planning for the 250th anniversary celebration is progressing well. The event will be held on the last Saturday in June. Highlights of his report included:

- Chairman of the Board will perform a 3-hour concert
- Inflatables and bouncy activities for children
- Food trucks will be available
- A patriotic drone light show at dark
- No admission charge for the event
- Plans to seek corporate sponsors

Resolution to Repeal 55 MPH & Enact 45 MPH Speed Limit on Rushing Benton Road – Melody Braswell

Melody Braswell presented a declaration from NCDOT to repeal the 55 mph speed limit on Rushing Benton Road and enact a 45 mph limit.

Motion by Gene Price, seconded by Andrew Benton, to approve the resolution to repeal the 55 mph speed limit and enact a 45 mph speed limit on Rushing Benton Road. Motion carried unanimously.

Consideration of Interlocal Agreement for Water/Sewer Services from City of Monroe – Ken Helms

Attorney Ken Helms explained that the previous interlocal agreement with the City of Monroe for water/sewer services expired in January. The proposed renewal agreement would:

- Extend the agreement for 10 years (previously 5 years)
- Allow property owners to apply for sewer services from the City of Monroe if Union County cannot supply sewer to their property
- Require compliance with town ordinances
- Involve no cost to the Town of Unionville as property owners would pay for extensions themselves

Motion by Jeff Broadaway, seconded by Lana Kirkpatrick, to accept the interlocal agreement for water/sewer services from the City of Monroe. Motion carried unanimously.

Consideration of Piedmont Recreation Association engineer quotes – Jeff Broadaway

Councilman Jeff Broadaway presented three quotes for master planning services for the Piedmont Recreation Park:

- Fit Fields: \$56,000
- Benesch: \$32,100
- Timmons Group: \$16,750

Mr. Broadway explained that both Benesch and Fit Fields had thoroughly evaluated the property and were highly recommended, while Timmons had indicated they could complete work based on computer research. He noted that both Benesch and Fit Fields were reputable firms, with Benesch having worked on Fairview's park and amphitheater. The expected timeframe for completion would be 4-6 months, with a master plan ready by July if started in January.

After discussion about the significant price difference between the quotes, Mr. Broadway recommended Benesch as the better financial decision.

Motion by Andrew Benton, seconded by Gene Price, to select Benesch for the Piedmont Recreation Association master planning services. Motion carried unanimously.

Consideration of Quote to Update Town Computers to Windows 11

Melody Braswell explained that Microsoft is no longer supporting Windows 10, and requested approval for VC3 to update the town's two workstations to Windows 11 at a cost of \$600.

Motion by Jeff Broadway, seconded by Andrew Benton, to approve the upgrade to Windows 11 for the town computers. Motion carried unanimously.

Consideration of Quote from Palmetto Exterminators to Address Encapsulation Replacement

Melody Braswell presented a crawl space service proposal from Palmetto Exterminators following their recent termite inspection, which found insulation hanging down. The proposal included removing old vapor barrier material, sealing existing vents, installing a crawl space dehumidifier, and installing a new vapor barrier.

The Council discussed the need to personally inspect the crawl space before making a decision.

Motion by Jeff Broadway, seconded by Andrew Benton, to table the quote until next month's meeting to allow time for inspection. Motion carried unanimously.

Consideration of Planning Board Recommendations for Vacancies

The Council considered Planning Board recommendations for several vacancies:

Jerry Adams for Lana Kirkpatrick's vacated seat

Motion by Jeff Broadway, seconded by Gene Price, to appoint Jerry Adams to fill Lana Kirkpatrick's vacated seat on the Planning Board. Motion carried unanimously.

Annette Harris for Matt Price's expiring second term

Motion by Jeff Broadway, seconded by Lana Kirkpatrick, to appoint Annette Harris to fill Matt Price's seat as his second term is expiring. Motion carried unanimously.

Two new alternates recommended: Mark Arrowood and Whitney Wall

Motion by Gene Price, seconded by Jeff Broadaway, to appoint Mark Arrowood and Whitney Wall as Planning Board alternates as recommended by the Planning Board. Motion carried unanimously.

Executive Session to Discuss Personnel Matters with Attorney

Motion by Andrew Benton, seconded by Jeff Broadaway, to enter into executive session to discuss personnel matters. Motion carried unanimously.

Following the executive session:

Motion by Gene Price, seconded by Jeff Broadaway, to come out of executive session. Motion carried unanimously.

2026 Appointments

Town Attorney

Motion by Andrew Benton, seconded by Gene Price, to appoint Ken Helms as Town Attorney. Motion carried unanimously.

Town Finance Officer

Motion by Gene Price, seconded by Jeff Broadaway, to appoint Darrell Baucom as Town Finance Officer. Motion carried unanimously.

Town Clerk/Land Use Administrator/Tax Collector

Motion by Jeff Broadaway, seconded by Gene Price, to appoint Melody Braswell as Town Clerk/Land Use Administrator/Tax Collector. Motion carried unanimously.

Town Deputy Clerk

Motion by Jeff Broadaway, seconded by Andrew Benton, to appoint Sonya Gaddy as Town Deputy Clerk. Motion carried unanimously.

Other Business

Andrew Benton noted that it was December and the Council had a tradition of providing Christmas bonuses to town staff.

Motion by Andrew Benton, seconded by Jeff Broadaway, to provide Christmas bonuses of \$750 to the outgoing Town Clerk and \$500 each to the Deputy Clerk and Finance Officer. Motion carried unanimously.

Recognition of Retiring Clerk/Land Use Administrator/Tax Collector Sonya Gaddy

Mayor Baucom recognized Sonya Gaddy's 26 years of service to the town and wished her a happy retirement.

Adjournment to Reception for Newly Elected Officials and Retiree

Mayor Baucom adjourned the meeting to a reception for the newly elected officials and to celebrate Sonya Gaddy's retirement.

Respectfully submitted,

Melody Braswell
Deputy Clerk

Approved as to form:

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.