

**TOWN OF UNIONVILLE  
MINUTES OF REGULAR MEETING**

The Town Council of the Town of Unionville met at 7:30 p.m. on Monday, April 15, 2024 in 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 United States flag, after which Commissioner Jeff Broadaway 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 Gene Price, seconded by Jaren Simpson, Council unanimously approved the minutes of the March 18, 2024 regular meeting.

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 the Balance Sheet shows \$86,000 cash in the bank, as he did not transfer from the investment account since there was no bill from Miles-McClellan. Interest Income last month was \$14,000 interest, which bumps up investment income by \$127,000. We are over on ad valorem taxes compared to budget for a total revenue of \$531,000. In Expenses, the total is \$201,000, which is an excess revenue over expenditures of \$329,000. The fund paid for park improvements has not been considered. In Transactions Since Last Month, \$193,000; Miles-McClellan bill is the largest. In Pending Bills, he has received a bill from Seedspark to improve the wifi signal to the Community Center for \$1,400; all the rest are normal amounts. Commissioner Broadaway made an inquiry as to whether Wolf Trail Engineering has sent a bill. Mr. Baucom has not received anything from them. Upon motion duly made by Andrew Benton, seconded by Jeff Broadaway, Council unanimously approved payment of pending bills.

Mayor Baucom recognized Mr. Keith O'Herrin of Union County Urban Forestry Division. He is here to recommend new ordinance language on landscaping and trees, a copy of which is appended to these minutes. This is a basic level of land and tree requirements and are consistent with unincorporated Union County. He recommends they be applied to commercial properties and large subdivisions. He also recommends tree planting and no clear-cutting. This plan also addresses landscaping around parking lots and foundation buffers. It reduces noise, dust, glare, odors and helps keep stormwater onsite. It requires buffers for privacy, street trees which end up outside NCDOT rights-of-way. Commissioner Broadaway made inquiry of the Union County communities who do not participate in the annual contract cost which is absorbed by the county and why any municipality should participate. Mr. O'Herrin stated that his services are provided to homeowners through the Extension Office, whether the municipality participates, but he can only advise municipalities who do participate in the program. Commissioner Jaren Simpson made inquiry as to the comparison of his recommendations to different municipalities. Mr. O'Herrin stated that some municipalities will have stricter regulations, such as Indian Trail,

Marvin and Waxhaw, due to size and density. His recommendations will bring Unionville more in line with Union County's regulations. Upon motion duly made by Jaren Simpson, seconded by Chad Simpson, Council unanimously agreed to table both the program participation and the ordinance changes until the May 20, 2024 meeting to review further. Mayor Baucom reminded Council that any text changes would go to Planning Board first for a recommendation.

Mayor Baucom recognized Cheryl Monroe with Unionville Community Center. Ms. Monroe stated that they do not have the information ready to present to the Council. They also reached out to Miles-McClellan for a third quote but haven't received it yet. Clerk Gaddy will follow up with Miles-McClellan for that quote. Upon motion duly made by Gene Price, seconded by Jeff Broadaway, Council unanimously agreed to table this issue until the May 20, 2024 meeting.

Mayor Baucom recognized Doug Buchanan with Wolf Trail Engineering, who gave an update on the Town Hall renovations. He reported that the Union County Inspection Director inspected the elevated sidewalk and gave a surprising ruling that the wall is considered a walking surface. A walking surface can't be over 30 inches tall unless we have a railing 42 inches off the walking surface. Mayor Baucom met with him Friday and Contractor Kyle Parsons met with the inspector. Our three choices are: 1) install a rail on top of or beside the wall, 2) extend the walls up 42 inches or 3) bring several loads of dirt around the wall which will probably kill the old oak tree. The option with the least impact is to install a 2-inch satin aluminum rail along the top of the wall. Mr. Buchanan provided a drawing of an aluminum rail as a permanent fixture. Commissioner Benton made inquiry as to whether we could angle the stone to remove the definition of a walking platform and whether the rails can be placed inside the walls. Mr. Buchanan stated that the inspector will not allow the angled stone and inside rails would not meet ADA compliance. Mayor Baucom made inquiry as to rails on both sides. Mr. Buchanan stated that this is what will be required. Commissioner Price made inquiry as to whether this is a new rule. Mr. Buchanan stated this is the first time he's heard of it. Mr. Buchanan does not have an estimate yet but rails would be \$30-\$85 per linear foot and we would need roughly 75 feet of rail on top of the surface. Commissioner Price estimated \$2,000-\$6,000 for the railing. Finance Officer Baucom clarified that this would be the Town's responsibility solely. Mr. Buchanan confirmed that it is the Town's responsibility. Commissioner Jaren Simpson made inquiry as to whether this is the only thing holding up final inspection. Mr. Buchanan stated that some of the front door hardware is not working and there are a few other odds and ends, such as the landscaper correcting the irrigation system control for two zones and the grassing and seeding being completed, paint touch-up to be completed, exterior pressure washed and stripes in the parking lot. He has issued a verbal notice to the subcontractors. He would like the Council to be present for the final inspection in two weeks or less. Mayor Baucom referred to Attorney Ken Helms regarding putting Miles-McClellan on notice for liquidated damages. Upon motion duly made by Jeff Broadaway, seconded by Andrew Benton, Council unanimously approved written notice to Miles-McClellan for breach of contract to begin liquidated damages as soon as possible. Attorney Helms will write a letter to that effect. Commissioner Jaren Simpson asked Mr. Buchanan to rate this project on a 1-10 scale and Mr. Buchanan rated it a 4-5, as it has been very frustrating, due to the subcontractors controlling the pace of the project. Finance Officer

Baucom reported that we owe Miles-McClellan \$100,000-\$150,000 before completion of the product. Mr. Baucom also asked about additional costs discussed last month. Mr. Buchanan reported that Miles-McClellan would like to discuss this at the end of the project. Deputy Clerk Braswell suggested some signage warning children not to climb on the railing.

Mayor Baucom recognized Dallas Greene with Piedmont Recreation Association. Mr. Greene has informed Mayor Baucom that the PRA Board voted unanimously to donate the property to the Town. They will keep their 501-C-3 rating and the Board will oversee the day-to-day activities at the park. This will allow them to apply for more park amenities and grants if the Town owns the property. Although each sport maintains itself, the overall upkeep of the park is causing a financial burden. Currently, annual upkeep is \$21,000 for mowing and spraying. Commissioner Benton made inquiry as to their equipment. They currently have three mowers, a gator, a Toro and a three-wheel drag for the baseball fields. The equipment will go with the park if the Town accepts it. Mayor Baucom would like to see an addition of passive facilities but would like an engineer to design phases over time. Attorney Helms made inquiry as to other towns doing something like this. Most other town-owned parks are run by the town. This would be a unique situation. Attorney Helms will check the state statutes to see what the Town can and cannot do. Commissioner Jaren Simpson made inquiry as to the size of the park. It's approximately 33-35 acres and consists of a football field, baseball fields, t-ball fields and a soccer field. All fields are lighted except for the soccer field. There is also a 6,000-square-foot indoor hitting facility with turf floors. Mayor Baucom stated there is lots of room for a walking track, playground, etc., as several acres are not being utilized. Mr. Greene stated they simply want it to be around for future generations. Upon motion duly made by Jaren Simpson, seconded by Jeff Broadaway, Council unanimously directed Attorney Helms to investigate what is required and allowed for this collaboration.

Deputy Clerk Melody Braswell gave an update on Family Movie Night on Friday, May 3, 2024 at Unionville Elementary School's Walking Track. We have prepared a flyer to the elementary schools to help promote it. There will be food trucks, crafts for kids and outdoor games beginning at 6:30 p.m. The free movie, "Wish", will begin at 8:00 p.m. We need your help promoting and we need you to volunteer to attend. Last time, Union County Parks and Recreation covered the entire cost of the movie, but this time they will split it with the Town 50/50. Our cost is \$245.00.

In other business, Clerk Gaddy reported that Skip Jackson of Stonehaven Sight and Sound has evaluated our existing recording system and suggested that we try to sell it to another town who could use it. His expert opinion values it at \$2,000, which is half of what a new one would sell for. Upon motion duly made by Jaren Simpson, seconded by Jeff Broadaway, Council unanimously agreed to sell our recording equipment for \$2,000.00.

Clerk Gaddy also drew Council's attention to the 2024 Delinquent Tax list of person and real property. She referred to the vacation request also. Upon motion duly made by Andrew Benton, seconded by Chad Simpson, Council unanimously approved her vacation days.

Clerk Gaddy also drew Council's attention to a quote for a new Lineage postage meter, as our 63-month contract expires in May and United States Post Office now requires an Intelligent Mail Indicia on all metered mail, a copy of which is appended to these minutes. Upon motion duly made by Gene Price, seconded by Jaren Simpson, Council unanimously agreed to purchase the iX-3 machine for \$2,167 and approved the \$23 per month maintenance agreement and \$26 per month meter usage fee.

Clerk Gaddy also reported that the Union Chapel Missionary Baptist Church historic marker is underway; she is awaiting wording approval from the church.

In other business, Commissioner Gene Price reported that he, Mayor Baucom, Clerk Gaddy and representatives from Unionville Lions Club, Unionville VFD and Unionville American Legion recently met regarding parking issues for the July 4<sup>th</sup> parade. Danny Philemon has agreed to allow the use of his 2.5-acre field located between 4307 and 4213 Unionville Road. The only request is for the Town to purchase and have NCDOT install a driveway tiling. The concern is whether the Town's insurance will cover any liability. Finance Officer Baucom stated that we will simply need to include this parcel and Mr. Philemon in our coverage. Upon motion duly made by Gene Price, seconded by Jaren Simpson, Council unanimously approved the purchase of a driveway tiling for Mr. Philemon's property in exchange for parking during the July 4<sup>th</sup> parade. Commissioner Price also suggested that church groups might direct the parking on this lot as a fund-raiser.

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