

**TOWN OF UNIONVILLE
MINUTES OF REGULAR MEETING**

The Town Council of the Town of Unionville held its regular meeting on Monday, July 15, 2024 at 7:30 p.m. in Unionville Town Hall, 1102 Unionville Church Road, Monroe, NC. Mayor Baucom and all commissioners were present. Attorney Ken Helms was also present.

Everyone stood and recited the Pledge of Allegiance to the United States flag, after which Commissioner Chad Simpson led the prayer of invocation.

Mayor Baucom welcomed everyone to our first meeting in Town Hall in over a year and called the meeting to order.

There were no public comments.

Upon motion duly made by Jeff Broadaway, seconded by Andrew Benton, Council unanimously approved the minutes of the June 17, 2024 budget public hearing and 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 these records are from June 30, 2024. The Balance Sheet indicates \$3.9 million in checking and savings. The Operating Budget excludes grants received. The Town is favorable on all income and expenses. He reclassified some items on the expense side, such as chairs purchased for Town Hall. In Transactions by Account, notable items are \$8,000 for solid waste sharing at Piedmont, \$7,500 donation to Council on Aging, \$3,500 donation to Red Cross and \$4,000 donation to Piedmont High School Student Council. In Pending Bills, notable items include \$8,700 to Unionville Community Center for two years of utilities, \$1,000 for cyber liability, \$2,500 for lawn maintenance, \$1,100 to Parker Poe for the landfill matter and \$8,204 to NC League of Municipalities. The \$82,000 to Miles McClellan is being held for now. There being no questions, and upon motion duly made by Gene Price, seconded by Chad Simpson, Council unanimously approved payment of pending bills.

A representative from Turning Point will attend the August 19, 2024 meeting.

Commissioner Andrew Benton reported that Commissioner Broadaway, Clerk Gaddy and he met to consider posting the Clerk/Tax Collector/Land Use Administrator job being vacated by Clerk Gaddy's retirement. They have included a list of job functions and a job description for all three positions, a copy of which is appended to these minutes. They recommend leaving the position as-is, noting that providing someone in Town Hall to interface with the public directly and get to know residents on a first-name basis is essential to the way the Town operates. Upon motion duly made by Andrew Benton, seconded by Jeff Broadaway, Council unanimously approved posting the job opening tomorrow and holding it open for one month, including posting on the NC League of Municipalities website for \$125.00.

In other business, Mayor Baucom reported that he has had a conversation with Piedmont Recreation Association President Dallas Greene, and they are ready to transfer the ownership of the park and all equipment owned by the PRA to the Town. They do not want any lapses in insurance. They will also transfer the power bill to the Town. Mayor Baucom asked if the Town was ready to proceed. Attorney Helms made inquiry as to whether the Recreation Association will continue operations as they have been doing and asked about leasing the park to the Recreation Association. He recommended that the Town make a list of responsibilities of each party. Commissioner Benton suggested the Town contract with Piedmont Recreation Association, stating that the Association is overseeing the management of the park and set the lease price at \$1.00 per year. He suggested that Attorney Helms write this lease agreement and have Commissioners Benton and Broadaway look over it, as they are the liaisons between the park and the Town. Commissioner Benton mentioned several bullet points to include in the agreement: the association maintains full operation of the park; collects fees; purchases uniforms; oversees the operation of current sports, scheduling, recruitment and rosters; and the Town maintains ownership of the actual property. The Town will assist financially with the maintenance of the grounds and facilities, including the application for the county grant. Commissioner Broadaway stated that the Town can seek reimbursement for expenses through this county grant. The consensus was that Attorney Helms will draft a lease agreement and share with Commissioners Benton and Broadaway and bring to Town Council for approval.

In other business, Mr. Doug Buchanan with Wolf Trail Engineering reviewed the recent renovations at Town Hall, stating that this process began in 2022 and reviewed a list of items to be resolved between Miles-McClellan Construction and Town of Unionville, along with a list of twelve items discovered since our move-in, copies of which are appended to these minutes. Approved, rejected and pending items are noted in the Status column. According to Mr. Buchanan, the amount in controversy is \$10,800. Miles-McClellan maintains that it is not their fault, citing the time delay caused by Duke Energy delaying the parking lot construction. Mayor Baucom noted that a 150-day project turned into 346 days. Mr. Buchanan stated that we are still waiting for close-out documentation and warranties from Miles-McClellan, and they are working on these. Deputy Clerk Braswell noted an additional item—number 12, that the TV displays are not appropriately synchronized together. Mr. Buchanan recommends disapproving Items #16, 17 and 18 (desk writing surface adjustments, new desk seal and two new bushes) and the Town outsourcing those items. He recommends making the mailbox stone (item #14) a point of negotiation. Upon motion duly made by Andrew Benton, seconded by Jaren Simpson, Council unanimously agreed to suspend any negotiations until all issues have been resolved. Attorney Ken Helms will send a letter to Miles-McClellan to that effect.

Upon motion duly made by Jeff Broadaway, seconded by Gene Price, Council unanimously approved Clerk Gaddy's request for vacation days.

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