

TOWN OF UNIONVILLE MINUTES OF REGULAR MEETING

The Town Council of the Town of Unionville held its regular meeting on Monday, November 18, 2024 at 7:30 p.m. in Town Hall, 1102 Unionville Church Road, Monroe, NC. Mayor Baucom and all the Commissioners were present. Town Attorney Ken Helms was absent.

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 and called the meeting to order. He noted that Attorney Ken Helms has been having some health issues but is responding to treatment and is on the road to recovery. He is looking forward to joining us next month.

Mayor Baucom then invited public comments. Mr. Tim Keziah, 623 Sikes Mill Road, Monroe, NC, addressed the Council. He requested copies of several documents concerning the recent Town Hall renovations. A copy of his request is appended to these minutes.

Upon motion duly made by Jaren Simpson, seconded by Andrew Benton, Council unanimously approved the minutes of the October 21, 2024 regular meeting.

Mayor Baucom recognized Finance Officer Darrell Baucom, who reviewed the Financial Statements, a copy of which is appended to these minutes. The Balance Sheet shows the balance in Truist and Pinnacle accounts. The annual audit is not complete, as we are still awaiting values of the personal equipment and real estate of Noel Williams Park to complete it. In Profit and Loss Budget versus Actual, the total income is roughly \$193,000. Expenses total \$101,000 which results in \$91,000 favorable excess of income over expense. In Transactions Since Last Month, significant items are Helms Law, Baucom Lawn and Turning Point. In addition to the Pending Bills to be Paid, we have received bills from NFocus Planning of \$1,900 for two months and MC2 Engineering for 2830 Concord Highway. Upon motion duly made by Gene Price, seconded by Jaren Simpson, Council unanimously approved payment of all pending bills.

Finance Officer Baucom referred to the American Red Cross donation of \$1,000 approved last month for Western North Carolina. Mayor Baucom reported that Sheila Crunkleton stated that another donation covered the heaters requested for Ashe County, but she will keep us updated as other needs arise.

Finance Officer Baucom drew Council's attention to the spreadsheet regarding internet providers. Seedspark's new rate has come down from \$1,082 per month to \$574 per month. If we continue with Seedspark, we could use Word Press at \$65 per month for website hosting versus \$350 per month with Prismo. This would result in \$1,400 more per year, but we could continue our relationship with Seedspark. Mr. Brian Daniel with Spectrum presented their proposal, which is attached, recommending an upgrade from coax to fiber internet. They would provide a fully-managed firewall switch and access point. Commissioner Benton made inquiry

as to the schedule of replacement for the firewall. Mr. Daniel recommends five years. Finance Officer Baucom stated that would lock us in for five years, where other quotes are monthly. Commissioner Broadaway made inquiry as to switching from our current platform to Spectrum. Mr. Daniel stated that their engineers can do all of our IT management. Deputy Clerk Braswell stated that their quote does not include webhosting. We would still need another provider for that. Upon motion duly made by Jeff Broadaway, seconded by Chad Simpson, Council unanimously requested that staff provide an updated spreadsheet with all the quotes and scenarios, and a recommendation for all the Town's IT needs from networking to webhosting.

In considering the final Miles McClellan request for payment, this includes Union County Building Inspection-required handrail, extra siding and additional masonry items. Without the rock, this comes to \$19,000 retainage plus additional change order items. Attorney Helms consulted with Miles McClellan and reports that they will settle for \$21,800. Mayor Baucom proposed that we settle for \$20,000 and Miles McClellan has accepted this proposal. This will finalize the payments to Miles McClellan for Town Hall renovations. Upon motion duly made by Gene Price, seconded by Jaren Simpson, Council unanimously approved a final payment of \$20,000 to Miles McClellan, contingent upon the additional concerns being met, a copy of which is appended to these minutes.

In considering the Piedmont Recreation Association lease agreement, Commissioner Jeff Broadaway reported that they are working on a new draft of this lease agreement, including input from Council and review of the PRA Board. Once it is received from the PRA Board, both sides will need to sit down and reconcile the two and bring back a complete proposed lease agreement. Commissioner Benton made inquiry as to a timeframe necessary for the audit. Mr. Baucom stated that the audit ideally should be turned in by the end of November but it would be acceptable if we have the final lease agreement by the December 16, 2024 meeting. Commissioner Broadaway will be in touch regarding the final lease agreement.

In considering Voluntary Annexation #29 and RA-40 zoning on the property at 3223 Stump Lake Drive, Commissioner Chad Simpson recused himself from voting, as the applicants are his father-in-law and mother-in-law. Upon motion duly made by Jeff Broadaway, seconded by Gene Price, Council unanimously approved the voluntary annexation and applied RA-40 zoning on this property, as recommended by Planning Board.

Clerk Gaddy reminded everyone of the upcoming Christmas parade and tree lighting on Sunday, December 1, 2024. A copy of the invitation is appended to these minutes. Upon motion duly made by Andrew Benton, seconded by Jeff Broadaway, Council unanimously approved pressure washing of Town Hall and the parking lot for a sum not to exceed \$850 and they also approved paying the band, "Lee Ward and Southern Express" the full \$500 for their performance and the use of their sound equipment on the day of the festivities. Other expenses will include three deputies and two porta-jons.

In other business, upon motion duly made by Jeff Broadaway, seconded by Andrew Benton, Council unanimously declared that all Town-owned buildings and grounds be non-smoking and non-vaping, as respecting to all Town citizens. Union County will provide signage.

Deputy Clerk Braswell asked Town Council about their vision of hosting a grand opening for the newly renovated Town Hall and suggested that perhaps it could be combined with the Christmas parade and tree lighting on a drop-in basis or we could prepare something for the spring and have an official grand opening. Most of the Christmas festivities will take place at the Community Center but Town Hall could be available to come in and look. Commissioner Jaren Simpson suggested the best time would be during the Christmas festivities, as there will be a significant crowd at this event. This was agreeable with the Town Council.

In other business, Deputy Clerk Braswell drew Council's attention to quotes for two outdoor heavy-duty berber rugs with the Town Seal, totaling \$734.00, which is about half of the previous quote amount. A copy of this quote is appended to these minutes. Upon motion duly made by Gene Price, seconded by Jaren Simpson, Council unanimously approved the purchase of these rugs for the front porch and back porch of Town Hall.

Mayor Baucom drew Council's attention to Piedmont Band Request for Charitable Contributions, which will be voted on at the December 16, 2024 regular meeting.

Clerk Gaddy reminded Council of Union Chapel Missionary Baptist Church's dedication of their historic marker on Sunday, November 24, 2024 at 10:00 am and encouraged the Commissioners to attend with him.

In consideration of the Personnel Committee Report, Mayor Baucom recused himself from this item and the remainder of the meeting. Mayor Pro-Tem Andrew Benton presided over the meeting and stated that we have a unique situation with the clerk also performing the tasks of Land Use Administrator and Tax Collector. Several months ago, the Personnel Committee—Jeff Broadaway, Sonya Gaddy and himself, posted the assessment of the job and interviewed candidates. They are now coming to Town Council with a recommendation on the top-performing candidate and setting funding. Committee member Broadaway reported that this search was taken very seriously and they looked at what was needed for the Town and residents. At no point was Mayor Baucom involved in this process or decision, as he trusts the Council to make the best decision for the Town. We were blessed with several candidates who were more than capable to do the job professionally. Mayor Pro-Tem Benton apologized that this process seemed to go slowly. Clerk Gaddy stated that she felt blessed to be a part of this process and commended all of the applicants. Mayor Pro-Tem Benton stated that all candidates were interviewed but the top-performing candidate brings several years of experience. The committee extended the offer to Deputy Clerk Melody Braswell; Mayor Pro-Tem Benton brings this as a motion to accept. This motion was duly seconded by Jeff Broadaway, and unanimously approved by Town Council. The second responsibility of the committee was to recommend a pay rate. The committee recommends keeping Melody at her current pay rate during the 12-month training period of January 1 – December 31, 2025, including all current Personnel

Benefits. This recommendation was seconded by Gene Price and unanimously approved by Town Council.

There being no other business, Mayor Pro-Tem Benton declared the meeting adjourned.

Respectfully submitted,

Sonya W. Gaddy
Clerk

Approved as to form:

R. Kenneth Helms, Jr., Town Attorney