

**TOWN OF UNIONVILLE
MINUTES OF REGULAR MEETING**

The Town Council of the Town of Unionville held its regular meeting on Monday, December 21, 2018 at 7:30 p.m. in Town Hall, 1102 Unionville Church Road, 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 Gene Price led the prayer of invocation.

Mayor Baucom welcomed everyone and called the meeting to order. He exercised his right to rearrange the meeting agenda.

There were no public comments.

Upon motion duly made by Andrew Benton, seconded by Edd Little, Council unanimously approved the minutes of the November 19, 2018 Public Hearing, Regular Meeting and Executive Session

Mayor Baucom recognized Budget and Finance Officer Darrell Baucom, who reviewed the financial statements he presented to everyone, a copy of which is appended to these minutes. He stated that the Balance Sheet shows funds at BB&T and the Certificate of Deposit balance. Revenue is under budget \$7000 due to ad valorem and franchise taxes being lower. On the Expense side, the Town is over budget \$47,000 due to contributions of \$60,000 to the American Legion and is offset by lower professional fees. In Transactions by Account, significant payments were to Swain Law Firm for Board of Adjustment attorney and NFocus for code enforcement and zoning assistance. In Items to be Paid, significant items are J.B. Watson for \$9150 for the annual audit and Unionville Volunteer Fire Department annual contribution of \$60,000. Upon motion duly made by Gene Price, seconded by Edd Little, Council unanimously approved payment of pending bills.

Mayor Baucom then recognized Mr. Jimmy Hanna with J.B. Watson regarding the annual audit. Mr. Hanna distributed a copy of the 2017-2018 audit report to the Council, a copy of which is appended to these minutes. He commented that this was a very strong audit and the Town is in very good financial position. Page 23 details a breakdown of revenues and expenses for the year, comparing the final budget with actual results. The Town shows revenues and expenditures of \$180,776; a \$26,400 increase over the previous fiscal year. The fund balance at the end of the year of \$2,816,000 is very strong and reflects no financial problems. Page 3 shows the Balance Sheet, showing assets and liabilities of the Town, both on the fund basis of accounting. Funds balance of \$2,750,081 are available with no restrictions. Pages 1 & 2 show fixed assets or capitalized versus expensed depreciation taken. It also shows an account for a pension plan for employees. Overall, the Town's financial position is very strong. There were no problems with the audit this year. Everything looks good. Mr. Hanna

referred to the handout he distributed, a copy of which is appended to these minutes. It shows a comparison of this year's audit vs. the last two years' audits. He stated that all looks good. The fund balance percent of general fund expenses is 1,021% ratio. The ideal is 25%, which is very strong. The property tax collection rate was 97.8% for all taxes except motor vehicle, which is 97.46%. He compared Unionville with other towns in North Carolina with a population of 2,500-10,000. He appreciates the opportunity to serve the Town and present to the Council.

In considering the annexation of the Olive Branch Road/Helms Pond Road area, Annexation #21, upon motion duly made by Ken Brown, seconded by Andrew Benton, Council unanimously approved the annexation effective today, December 21, 2018. In considering the zoning of Annexation #21, upon motion duly made by Edd Little, seconded by Ken Brown, Council unanimously approved RA-40 zoning for Annexation #21.

Mayor Baucom called Council into Executive Session to discuss a matter of attorney/client privilege with Attorney Ken Swain to investigate North Carolina State Bureau of Investigation Chapter 19. Mayor Baucom invited N. C. Alcohol Law Enforcement Agents Ogle and Batten and Union County Sheriff Detectives Wyatt and Thomas to join the session.

Upon motion duly made by Ken Brown, seconded by Jaren Simpson, Council unanimously agreed to close Executive Session.

Upon motion duly made by Ken Brown, seconded by Andrew Benton, Council unanimously directed Attorney Ken Swain to send a letter directing the ALE agents to move forward with the Chapter 19 investigation.

In considering Annexation & Committee Member Policies as requested by Town Council, Attorney Ken Helms presented Council with language addressing exclusions and time limits on future annexations, a copy of which is appended to these minutes. He stated that the Council could add to it, delete from it, or rip it up completely. After much discussion, the consensus of the Council was to table a decision until next month's meeting, giving them time to study it.

In considering the Committee Member policy requested by Town Council, Attorney Helms distributed a Land Use Ordinance text amendment stating that anyone who serves on Board of Adjustment or Planning Board would be prohibited to also be under contract with the Town, a copy of which is appended to these minutes. Mayor Baucom made inquiry as to whether a certain population is addressed by North Carolina General Statutes. The consensus of the Council was to table this decision until next month's meeting.

Clerk Gaddy followed up on an email sent from Union County regarding two future road repairs. Funding has been approved for the roundabout at Tom Boyd & Sikes Mill Roads. The NCDOT will seek rights-of-way in 2020 and plan for construction in summer, 2021. They are investigating a critical intersection update on Lawyers Road, connecting it at Unionville Brief

Road to Tom Helms Road at Loxdale subdivision. Clerk Gaddy distributed a map and list of nine property owners whose property would be affected by this change, copies of which are appended to these minutes. Union County is asking municipalities to contribute \$5000 now for this future road repair. Council asked Clerk Gaddy to provide more information prior to making a decision.

The Council's consensus for 2019 meeting dates and time was to remain the same—the third Monday of each month at 7:30 pm.

Upon motion duly made by Andrew Benton, seconded by Jaren Simpson, Council unanimously made the same appointments for 2019:

Mayor Pro-Tem – Ken Brown
Council Town Attorney – Ken Helms
Board of Adjustment Town Attorney – Ken Swain
Town Budget & Finance Officer – Darrell Baucom
Town Clerk, Tax Collector & Land Use Administrator – Sonya Gaddy
Town Deputy Clerk – Melody Braswell

Upon motion duly made by Ken Brown, seconded by Andrew Benton, Council unanimously agreed to enter into Closed Session to discuss personnel matters. Upon motion duly made by Andrew Benton, seconded by Ken Brown, Council unanimously agreed to close the Closed Session.

Upon motion duly made by Andrew Benton, seconded by Jaren Simpson, Council unanimously approved Christmas bonuses of \$750 to Sonya Gaddy and \$500 to Darrell Baucom and Melody Braswell.

The consensus of the Council was to approve vacation days of Thursday, Friday and Wednesday, December 20, 21 and 26, 2018 for Clerk Gaddy.

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