

## **TOWN OF UNIONVILLE MINUTES OF REGULAR MEETING**

The Town Council of the Town of Unionville met on Monday, February 19, 2018 at 7:30 p.m. in Town Hall, 1102 Unionville Church Road, Monroe, NC. Mayor Baucom and Commissioners Andrew Benton, Edd Little, Gene Price and Jaren Simpson were present. Commissioner Ken Brown was absent. Town Attorney Ken Helms was also present.

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

Mayor Baucom called the meeting to order and welcomed everyone. There were no public comments.

Upon motion duly made by Gene Price, seconded by Jaren Simpson, Council unanimously approved the minutes of the January 15, 2018 regular meeting.

Mayor Baucom recognized Finance Officer Darrell Baucom for the financial report. Mr. Baucom referred to the financial report, a copy of which is appended to these minutes. Mr. Baucom stated that the checking account balance, money market balance and CD balances are shown on page 1. In Activity vs. Budget, the Town is under budget \$1,400 on income, which will likely be made up with investment income. On the expense side, the Town is favorable to budget \$12,000 due to contributions. Overall, the Town is almost \$11,000 favorable to budget. In Bills Paid Since Last Month, Hinson Mechanical and Union County Urban Forester are included. In Pending Bills to be Paid, the largest is for J.B. Watson & Co. for the annual audit. Upon motion duly made by Jaren Simpson, seconded by Gene Price, Council unanimously approved the financial statement and payment of pending bills.

Mayor Baucom recognized Mr. Jimmy Hanna from J.B. Watson & Co., who presented the annual audit report, comparing the Town's past three years of expenses and income. He stated that the Town has received a clean audit, which means they encountered no problems. One note on page 13 shows that legal expenses were over budget for the year, but all else is fine. He noted the letter which speaks to internal control. One item was noted—a lack of segregation of duties. In an ideal situation, no one person has control of both assets and records. This concern is offset by the Board actively reviewing the financial information. At June 30, 2017, revenues in excess of expenditures were \$154,000 and the fund balance available was roughly \$2,635,000. In the report, the state compares Towns with similar population. The fund balance was 885%, which is very strong. Unionville has no weaknesses financially. The report shows a profit of \$154,346. Mr. Hanna thanked the Town for the opportunity to perform this audit for the Town.

In considering Gene Price's vacated Planning Board seat, and upon motion duly made by Jaren Simpson, seconded by Edd Little, Council unanimously appointed Jerry Adams to a three-year term as Planning Board member. This does not create a vacancy for alternate, therefore, no alternate was appointed.

Land Use Administrator Gaddy stated that Planning Board is recommending that Applications For Serving on Boards or Committees have a one-year expiration. Upon motion duly made by Jaren Simpson, seconded by Gene Price, Council unanimously approved expiration of applications after one year. Additionally, Council would like to encourage applicants to introduce themselves to Planning Board and Council at a regular meeting. Applicants will be given the opportunity to speak briefly about their ideas for Unionville and the reason they would like to serve when they submit their application.

Land Use Administrator Gaddy also asked that Council approve a change in all zoning applications to delete the applicant's fax number and replace with the applicant's email address. Upon motion duly made by Jaren Simpson, seconded by Edd Little, Council unanimously approved this change.

In considering a contribution to Music for a Cure, Norma Ward has injured her foot and is unable to be here. Upon motion duly made by Edd Little, seconded by Jaren Simpson, Council unanimously approved a donation of \$300.00. Resident Craig Rushing volunteered to have a 3' x 5' banner made to express the Town's support of various events such as this.

Deputy Clerk Melody Braswell reported that she has created a simple application for Unionville's Person of the Month nominations, a copy of which is appended to these minutes. It can be uploaded to the website and residents may fill it in electronically. Paper copies will also be available at Town Hall. She will also prepare a press release to send to the local newspaper. Individuals or groups will be considered. All nominations will be considered in the month they are submitted or future months. Clerk Gaddy displayed a framed certificate, showing her recommendation to present to recipients, a copy of which is appended to these minutes. Recipients will receive an official letter of recognition from Mayor Baucom. The Town could also purchase a wooden plaque which will display names and dates of all those recognized, and would be displayed in Town Hall. Council agreed with all of these recommendations. The consensus of the Council was also to wait a few months for any advertising on WIXE radio. The Council agreed upon a Recommendation Committee consisting of Mayor Baucom, Joe Medlin, Angelene Keziah and a high school student recommended by Piedmont High School principal Jonathan Tyson. This committee will review the applications and make recommendations to Council for Person of the Month.

Upon motion duly made by Andrew Benton, seconded by Jaren Simpson, Council unanimously agreed to participate in Deer Urban Archery Season 2019. The dates will be January 12-February 17, 2019.

In other business, Finance Officer Darrell Baucom suggested that the Town seek other bids for the annual 2018 audit, as J. B. Watson was a little slow. Upon motion duly made by Edd Little, seconded by Jaren Simpson, Council unanimously approved Finance Officer Baucom to seek audit bids.

The Council did not object to Clerk Gaddy's vacation days of Wednesday and Thursday, February 21 and 22, 2018.

Clerk Gaddy stated that Commissioner Benton has requested business cards, and asked if other Council members would also like to have 100 business cards for about \$10 each. Mayor and all Commissioners requested business cards.

Land Use Administrator Gaddy reported that she recently attended a Union County Planners meeting, and reported that the county will have a fun run/bike/walk on the new Monroe Expressway prior to its opening in the fall, 2018. Council may want to attend the public meeting to review the small business plan at Secrest Short Cut Road and Unionville Indian Trail Road on Thursday, February 22, 2018. Council has also been invited to the ribbon cutting and dedication of the Union County Human Services building on Friday, February 23, 2018.

Mayor Baucom made inquiry as to an update on historical markers. Commissioner Benton, Deputy Clerk Braswell and Clerk Gaddy are still working on these.

There being no other business, Mayor Baucom declared the meeting adjourned.

Respectfully submitted,

Sonya W. Gaddy  
Clerk

Approved as to form:

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R. Kenneth Helms, Jr., Town Attorney