

TOWN OF UNIONVILLE MINUTES OF REGULAR MEETING

The Town Council of the Town of Unionville held its regular meeting at 7:30 p.m. on Monday, January 17, 2011 in Town Hall, 1102 Unionville Church Road, Monroe, NC. Mayor Simpson and Commissioners Randy Baucom, Ken Brown and Edd Little were present. Commissioners Jim Baucom and Robert Crutch were absent. Town Attorney Ken Helms was also absent.

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

Mayor Simpson called the meeting to order and welcomed everyone present.

There being no corrections to the December 20, 2010 regular meeting minutes, Mayor Simpson declared them approved as reviewed by Council.

Mayor Simpson recognized Budget and Finance Officer Darrell Baucom, who reviewed the financial reports, a copy of which is appended to these minutes. Mr. Baucom reported a balance of \$91,000 in the checking account and \$1.7 million in Certificates of Deposit. In the Budget vs. Actual report, on the income side, ad valorem taxes are ahead \$8,700; franchise taxes are ahead \$13,900 for total income ahead of budget by \$23,000. On the expense side, the PHS football stadium scoreboard is included in the \$15,000 overage in contributions. The Town is favorable on income \$13,000 year-to-date. There has been a lot of activity since last month—several tax deposits, donations to Unionville PTO, and a bill from Caldwell, Helder, Helms & Robison. He referred to the pending bills to be paid and made inquiry as to a bill for \$1,800 for the Urban Forester Program. The consensus of Council was that the Town agreed to participate in the Urban Forester Program, so they approved payment of this bill. Commissioner Edd Little reviewed the bank reconciliation and gave his approval. Upon motion duly made by Ken Brown, seconded by Edd Little, Council unanimously agreed to pay pending bills.

In Land Use issues, Land Use Administrator Sonya Gaddy reported that Conditional Use District ZC10-01 is for Phil and Patricia Chapman, who received a CUD from the Town at the corner of Highway 601 and Unionville-Indian Trail Road for an office. Their business is growing and they need to add 720 square feet onto their property, however, the original conditional use district prohibited any additional building. Mr. Chapman is requesting the approval of 720 square feet and a future expansion of no more than 1,250 square feet. He will also be adding six concrete parking spaces. Mr. Chapman addressed Council and stated that he has been blessed; his business has grown and expansion is necessary. Mayor Simpson set a public hearing for CUD ZC10-01 for Monday, February 21, 2011 at 7:00 p.m.

Mayor Simpson made inquiry of Planning Board Chairman Gene Price regarding Text Amendment TC11-01. Mr. Price reported that, currently, our ordinance does not allow easements for farm use--only for dwellings. This text amendment will allow easements on farm property in Unionville. Mayor Simpson set a public hearing for TC11-01 for Monday, February 21, 2011 at 7:15 p.m.

Clerk Gaddy also reported that Nadine Bennett is now our liaison with Centralina Council of Governments, as Jana McMakin is not longer there.

In considering a joint meeting with the Union County Commissioners, the consensus of the Council was to propose a joint meeting with Fairview, Unionville and Union County. Clerk Gaddy will contact Ed Humphries from Fairview regarding this.

Regarding the request for a donation to Unionville Lions Club, the Council took no action. The consensus of the Council was for a representative from the Lions Club to attend a Council meeting for this request.

Mayor Simpson reminded everyone of Unionville's participation in North Carolina's Urban Archery Season January 15 – February 19, 2011. Mayor Simpson reminded everyone that a hunter must have permission from the landowner if he does not own the land on which he hunts.

In other business, resident Kathy Oropesa addressed Council regarding the traffic pattern at Five Forks – the intersection of Sikes Mill, Tom Helms, Love Mill and Lawyers Roads and how confusing it currently is. She stated that, unless the Town requests it, North Carolina Department of Transportation will not make any changes. The Town must submit a resolution or a letter of concern to Division Engineer Barry Moose in Albemarle. Mrs. Oropesa asked if the Board would be willing to send a letter of concern in order to make changes in this intersection. The consensus of the Board was to have Mayor Simpson write a letter to Mr. Moose asking for a meeting to discuss this intersection.

Mayor Simpson recognized Tom Moyer of Moyer, Smith & Roller, who thanked the Town for the opportunity to perform the audit this year. He turned it over to Lauren Mather, who reviewed the financial statements, starting at the back. A copy of this report is appended to these minutes. Beginning on page 24, Ms. Mather reviewed how the Budget to Actual year-end showed that actual collections of ad valorem taxes were \$4,000 more than budgeted and total revenues were \$9,000 more than budgeted. In relation to property tax collection, page 28 reconciles levies outstanding to actual taxes. There was a \$99,685 levy, with \$5,000 in the farm program adjustment, leaving a net levy of \$95,000. The Town collected 96 percent of their taxes for a total of \$91,000. On Page 25, regarding Expenses, the Total Expenditures Budget was \$234,000, but actually was closer to \$246,000, an overage of \$12,000. Professional fees made up the majority of the overage. On Page 26, an increase in fund balance for the fiscal year was \$183,682.

Page 10 shows a snapshot as of June 30, 2010, reflecting end of year cash and other investments of \$1,743,000; ad valorem taxes receivables not collected for prior years of \$7,000; sales and franchise taxes of \$67,000 were collected but not turned over to the Town. Upon completing the audit process, they recommend the following procedural changes to strengthen controls:

1. Commend Darrell's preparation of financial statements.
2. Recommend that a stamp never be used for Mayor Simpson's signature on checks.
3. Recommend a separation of duties for billing and collecting of property taxes, although they realize the Town has a limited staff. A separation would ensure extra controls and would mitigate some risk.

Mr. Darrell Baucom noted that Town of Fairview uses Union County for collection of their taxes and the fee is around \$1,000 per year.

Upon motion duly made by Edd Little, seconded by Randy Baucom, Council unanimously approved Quasi-judicial training in Statesville for Sonya Gaddy on Friday, February 11, 2011 for \$80.00.

Clerk Sonya Gaddy reported that a MUMPO meeting would be held for all of Union County on Wednesday, January 23, 2011 for communities affected by the proposed Monroe bypass. No one was interested in attending the meeting, as we are not a part of MUMPO.

In other business, Commissioner Randy Baucom recommended that the Town have Griffin Oil Company pick up the fuel oil drum behind Town Hall, as we no longer use it. He will take care of this for the Town.

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

Respectfully submitted,

Sonya W. Gaddy
Clerk to the Board

Approved as to form:

R. Kenneth Helms, Jr., Town Attorney