# CITY OF PELHAM – WORK SESSION

**Pelham City Hall – Council Conference Room**
**August 20, 2012 – 6 p.m.**

# MINUTES

Proper notice of the regular scheduled Pelham City Council Work Session was given at least 72 hours in advance of such public meeting and the notice remained posted through the scheduled meeting.

Members of the Pelham City Council met on August 20, 2012 at 6:00 p.m. The regular work session was held in the Council Conference Room in Pelham City Hall and was open to the public. The work session was called to order by Council President Nichols at 6:00 p.m.

Call to Order

Roll Call

The following elected officials were present:

Mayor Don Murphy
Council President Teresa Nichols
Councilmember Bill Meadows
Councilmember Steve Powell
Councilmember Karyl Rice
Councilmember Ron Scott

Media Present: Neal Wagner, Shelby County Reporter, Keysha Drexel, Birmingham News.

Others present: City department heads, city employees and members of the public.

Approval of Minutes

A motion was made by Mr. Meadows to approve the August 6, 2012 regular work session minutes. The motion was seconded by Mr. Scott and by voice vote the motion was passed unanimously by those members present.

Mayor's Comments

Mayor Murphy elected to hold his comments until the regular council meeting.

Review of Council Agenda

Dr. Nichols reviewed the council agenda for August 20, 2012.

A. Call to Order

B. Invocation

C. Pledge of Allegiance

D. Roll Call

E. Consent Agenda

(A consent agenda is presented by the Council President at the beginning of a council meeting. Items presented on the consent agenda are considered routine and non-controversial and are organized apart from the rest of the agenda and are adopted by general consent without debate. Items may be removed from the consent agenda on the request of any one member. Removed items may be taken up either immediately after the consent agenda is approved or placed later on the agenda at the discretion of the Council President and City Council.)

1. Approval of the August 20, 2012 City Council Agenda.

2. Approval of the August 6, 2012 regular City Council Meeting Minutes.

3. Approval of the following non-budgeted expenses from restricted fund accounts. None

F. Public Hearing - None

G. Mayor's Comments

H. Proclamations - None

I. Requests to Address the Council

Scott Mains, Saddle Run Sub-Division, regarding recent flooding.

J. Old Business - None

K. New Business

1. Resolution 2012-08-06-04 for consideration to appoint Jonathan Holly to the Pelham Board of Adjustments with the term ending on September 30, 2014.

2. Resolution 2012-08-20-01 for consideration to appoint various residents to the Pelham Park and Recreation Board. Mr. Scott moved to remove Resolution 2012-08-06-04 and Resolution 2012-08-20-01 from the August 20, 2012 agenda. Mr. Powell seconded the motion. The motion was approved unanimously by those members present. Mr. Scott requested the city clerk contact the Pelham Reporter and Shelby County Reporter about running an article to advertise the open board positions.

3. Resolution 2012-08-20-02 for consideration to approve The Ledges street light request in the amount of $ 11,126.40 and to include said expenditure in the Public Works Department's FY2013 capital improvements budget. Mr. Powell questioned the cost of the monthly lighting expense.

4. Resolution 2012-08-20-03 for consideration to approve the low bid from Byrd Contractors, Inc. in the amount of $ 238,625.00 (total cost $ 290,000.00) for the Chandalar Water Main Improvement Project and to include said expenditure in the Water Department's FY2013 capital improvements budget. Mr. Powell requested an explanation of the project from Chris Cousins with Municipal Consultants. Mr. Cousins explained the purpose of rebidding the project. He further discussed the benefits of replacing plastic pipe with ductile iron and the installation of pressure regulators. Mr. Powell asked about the engineering and inspection costs of the project. The consensus of the council was the approximate 20% cost of engineering and inspections was in line for this type project. Mr. Powell asked about service interruptions. Mr. Cousins stated the customers would be notified of any service interruptions and they should be minimal. Mayor Murphy requested the council hold a public hearing prior to the awarding of the project. Additional discussion followed among the members of the council about approving the resolution. Mr. Powell stated he felt it was time to move forward. Chandalar resident June Fletcher spoke in favor of moving forward with the project. Mr. Meadows moved, as a secondary motion, to call a public hearing to allow the citizens to voice their opinion with the regard to approving the resolution. The motion died for a lack of a second.

L. Council and Public Comments

M. Public Announcements

1. Poll worker training for the 2012 municipal elections will be held Wednesday, August 22, 2012 at 6:30 p.m. in the Council Chambers at Pelham City Hall.

2. Pelham Municipal Elections: Tuesday, August 28, 2012 at the Pelham Civic Complex. The polls with be open from 7 a.m. until 7 p.m.

3. Special called Council Meeting on Tuesday, September 4, 2012 at 12 noon to canvass the results of the 2012 municipal election, declaring the winning candidates duly elected to office.

4. Rescheduling of the September 3, 2012 Work Session and Council Meeting to September 10, 2012 due to the Labor Day holiday.

N. Adjournment

Old Business – AS TIME PERMITS

1. Pelham Civic Complex Update

   Pat DeLoranzo, SportsPlex, would like to address the council on September 10, 2012 at 5 p.m. Place on the agenda.

2. Moore-Handley / Summer Classics Update

   There was discussion about the meeting held with the county on August 8, 2012. Dr. Nichols noted the discussion among the members of the county board was very positive.

New Business – AS TIME PERMITS

1. Janis Parks, Human Resources Department, Time and Attendance Benefits Enrollment Presentation. Ms. Parks discussed several issues with the current payroll system. Mr. Meadows asked about problems that have occurred over the past several years. Ms. Parks explained our current time and attendance module was specifically built for the City of Pelham. Updates are not specific to Pelham and cause major problems. Mr. Meadows requested an additional review of the Human Resources payroll and benefits system. Ms. Parks explained the benefits module would allow the employee to print their pay stub along with other enhancements. There is a savings available to us. Mr. Powell stated it does not sound like the system is broke at this time. Mr. Powell further stated he was not for amending the FY2012 budget. Mrs. Rice stated she would like to enhance our current HR program. Mr. Scott and other members of the council suggested the payroll and benefits system be placed in the FY2013 budget. Ms. Parks further added the enhancements would allow the employees to make certain benefits changes on their own. Mr. Powell stated his concerns about the employees being allowed to make these changes. Ms. Parks explained certain fields and areas could be blocked. Dr. Nichols asked Ms. Parks to move forward with the request in the FY2013 budget. Mr. Meadows stated the cost effectiveness is a concern. Mr. Meadows said he would contact several payroll services vendors and discuss with Ms. Parks.

2. Review of the members of the Pelham Boards and Commissions.

   Mr. Scott said the council has a responsibility to make sure the all board positions are publicized when considering the filling of board positions. He further stated James Dedes has offered to discuss the duties and responsibilities of various boards with the council. Dr. Nichols asked Mr. Scott to review the board openings and report back to the council on September 17, 2012.

Announcements

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Adjournment

Mr. Meadows moved to adjourn the work session and said motion was seconded by Mr. Scott. The motion passed unanimously by those present and the work session was adjourned at 6:54 p.m.

Respectfully submitted this 20th day of August 2012.

Tom Seale, CMC, City Clerk

[SEAL]