

CITY OF PELHAM – WORK SESSION

Pelham City Hall – Conference Room

August 3, 2015 – 6:00 p.m.

MINUTES

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

Members of the Pelham City Council met August 3, 2015 at 6:00 p.m. The regular work session was held in the Conference Room in Pelham City Hall and was open to the public.

Call to Order

The work session was called to order by Council President Hayes at 6:00 p.m.

Appointment Of Acting City Clerk

By unanimous consent, Council President Hayes appointed Finance Director Tom Seale as acting city clerk in the absence of City Clerk Marsha Yates.

Roll Call

The Acting City Clerk called the roll and the following elected officials were present:

Council President Rick Hayes
Councilmember Ron Scott
Councilmember Beth McMillan
Councilmember Maurice Mercer
Councilmember Karyl Rice
Mayor Gary W. Waters

Media Present: Jessa Pease, Shelby County Reporter

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

Approval of Minutes

A motion was made by Councilmember McMillan to approve the July 20, 2015 regular council work session minutes as presented. The motion was seconded by Councilmember Scott and passed unanimously by voice vote of those members present.

Mayor Waters' Comments

Mayor Waters elected to defer his comments to the budget review portion of tonight's Work Session.

Review of Council Agenda

K. Old Business

1. **Ordinance No. 467** for consideration to annex property located along Huntley Parkway into the City of Pelham. There were no city council comments.

L. New Business

1. **Resolution 2015-08-03-01** for consideration to declare certain items of personal property as surplus and authorize the disposal of same. Finance Director Tom Seale spoke about the details of the auction, which includes three vehicles and two lawn mowers. There were no additional comments.
2. **Resolution 2015-08-03-02** for consideration to amend the FY2015 Administration Budget, General Ledger Account 3980 Sale of Assets and General Ledger Account 418021 Fixed Assets by increasing both accounts by \$32,810.00 for the purchase of a rescue boat, trailer, equipment and electronics using insurance settlement funds that have been received by the Pelham Police Department. Fire Chief Danny Ray thanked Police Chief Larry Palmer for the assistance in providing funding for the boat from recent insurance claim settlements. Chief Ray provided the following information for the council's consideration. The rescue boat is able to negotiate shallow and flood waters and has a dive ramp, which would make pulling people into the boat easier. Chief Ray said he expects to use the rescue boat about four times a year for rescue purposes and the department will be constantly training with the electrical equipment. He stated if the boat purchase was approved tonight the order can be placed tomorrow with delivery in four to six weeks. The boat and equipment will be housed at Fire Station 2.
3. **Resolution 2015-08-03-03** for consideration to amend the lease agreement between the Pelham Board of Education and the City of Pelham for the Pelham Water Administration Building space. Council President Hayes explained the additional costs related to the build out of the Water Administration Building includes window treatments, refrigerator, card entry system and a countertop water filter system. The resolution, if adopted, would increase the lease from \$3,900.00 to \$4,000.00 in order to pay for the items over the lease period. These items will remain with the building when the Pelham Board of Education moves out.

(End of August 3, 2015 Agenda Review)

Old Business - None

New Business

1. Presentation and review of FY2016 Budget

Mayor Waters thanked all the department heads for their efforts in reducing the budget requests by \$4,000,000 from what was approved in the FY2015 budget. He said that the employees need a cost of living adjustment (COLA) since they had not received one in the last seven years and the cost of health insurance is going up. He asked the council to

consider (1) absorbing the cost of health insurance premium increases expected to be roughly 7.8%, (2) approve a modest 2% COLA, and (3) set aside \$100,000 for a vacation time buyback in December. Mayor Waters said that the total cost of the three recommendations would be approximately \$667,000, but that none of these items were included in the budget that was submitted. Council President Hayes clarified that although no standalone COLA had been provided since FY2008 that the salary schedules were adjusted on a very detailed basis before the FY2014 Budget was approved to ensure that all salaries were updated, very competitive and included appropriate annual step raises as agreed upon by the Personnel Board, the mayor and the city council. Hayes also said that since it had been close to two years since the last adjustment that the salary plans should certainly be updated again. Councilmember Scott asked Mayor Waters if he was recommending one or all three proposals. Mayor Waters stated he wanted the city council to consider all three recommendations. Further discussion continued regarding the health insurance increases in FY2016 and those anticipated in FY2017.

Human Resources Director Janis Parks reviewed with the city council the proposed FY2016 Human Resources budget. Increases to health insurance, co-pay on doctor visits and prescription drugs were discussed in detail. Questions followed from members of the city council. Council President Hayes recommended the consideration of a percentage-based policy that sets how family health premiums are shared between the city and employees so that future premium increases are shared fairly. This would replace the current fixed amount paid by the city, which leaves the employees responsible for all of annual increases. Council President Hayes also asked Ms. Parks for a status on the updated salary plan comparisons requested at the May personnel board meeting. Ms. Parks said that the updates are in progress and expected to be completed soon. Council President Hayes asked for these to be provided to the city council, mayor and personnel board as soon as possible since they will be so important for the budget process.

Facilities and Landscape Maintenance Supervisor Mickey Dunnaway reviewed the proposed FY2016 Facilities and Landscape Maintenance budget. Mr. Dunnaway stated the schools have added a lot of maintenance and responsibilities to their daily work schedule. Brian Long, a member of the Pelham Board of Education, stated the he thought everyone from the school system was very satisfied with the grounds. Mr. Dunnaway stated he was working through some staffing issues. He further stated grounds maintenance at Pelham High School was consuming a significant amount of time. The need for additional staffing to accomplish the assigned tasks was discussed. Council President Hayes asked Mr. Dunnaway for a schedule of how much time is spent working at the schools. The capital needs of the department were reviewed.

2. Approved the rescheduling of the September 7, 2015 city council meeting to Tuesday, September 8, 2015 due to the Labor Day Holiday.

Announcements

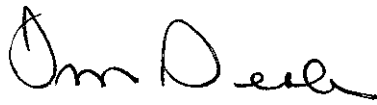
1. The Pelham City Council will hold special called budget work sessions tomorrow (August 4th) at 6:00 and August 10th at 6:00 here in the Council Conference Room.
2. The American Legion Matthew Blount Post 555 will meet this Thursday, August 6th at 7:00 p.m. at the Pelham National Guard Armory. Everyone is welcome to attend.

3. The monthly family night dinner at Ballantrae Golf Club will be Tuesday, August 18, 2015 from 5:30 to 7:30 p.m. Reservations are needed by Sunday, August 16th.
4. Taste of Pelham benefiting the Pelham Library Guild will be held on August 25, 2015 from 6pm until 8pm at the Pelham Civic Complex and Ice Arena. Tickets are \$25 each.

Adjournment

A motion to adjourn the work session was made by Councilmember Mercer and seconded by Councilmember McMillan. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 6:59p.m.

Respectfully submitted this 3rd day of August, 2015,



Tom Seale, CMC, Acting City Clerk



Rick Hayes, President of the Council

