

CITY OF PELHAM – WORK SESSION
Pelham City Hall – Conference Room
June 19, 2017 – 5:00 p.m.

MINUTES

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

Members of the Pelham City Council met June 19, 2017 at 5:00 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 5:04 p.m.

Record of Attendance

The following elected officials were present:

Council President Rick Hayes
Councilmember Ron Scott
Councilmember Beth McMillan
Councilmember Maurice Mercer
Councilmember Mildred Lanier
Mayor Gary Waters

Media Present: Briana Harris, Pelham/Shelby County Reporter

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

Interview Candidate for City Manager Position

Candidate interview for the City Manager position began at 5:05 p.m. and concluded at 6:29 p.m.

Approval of Minutes

A motion was made by Councilmember Scott to approve the June 5, 2017 regular council work session minutes. The motion was seconded by Councilmember Lanier and passed unanimously by voice vote of those members present.

Mayor Waters' Comments - None

Review of Council Agenda

President Hayes reviewed the June 19, 2017 city council agenda, saying that there was one request to address the council.

K. New Business

1. **Resolution 2017-06-19-01** for consideration to accept the City of Pelham Fiscal Year 2016 audits prepared by the city's independent auditors

President Hayes noted there would be a presentation by the city's auditors later in the work session.

2. **Resolution 2017-06-19-02** for consideration to approve an ABC license application for Cajun Boys and Our Po Boys located at 3120 Highway 52 West, Pelham, Alabama

Councilmember Scott asked business owner Jack Donovan about the Responsible Vendor training program. Mr. Donovan said he had attended the training and his staff's training is scheduled for next week. Mr. Donovan said he accepts full responsibility. Police Chief Larry Palmer stated independent background checks had been conducted pertaining to this business and he recommends the approval of the license application.

3. **Resolution 2017-06-19-03** for consideration to declare certain items, which are no longer needed for public or municipal purposes, as surplus personal property and to authorize the disposal of the same

Finance Director Tom Seale stated the Pelham Fire Department has three vehicles they no longer needed and recommended the vehicles be declared as surplus personal property and sold. Fire Chief Tim Honeycutt approved.

4. **Resolution 2017-06-19-04** for consideration to accept the lowest bid of \$361,904.66 from Centerline Contracting, Inc. for the water main improvement project on Industrial Park Drive

President Hayes said Research Solutions has offered to contribute \$100,000.00 toward the cost of the project. The first installment from Research Solutions will be in the amount of \$50,000.00 due November 1, 2017 and the remaining balance due on June 1, 2018. Mayor Waters said he highly recommends this project, and Councilman Scott added this project will provide necessary improvements and will help other businesses in the area. President Hayes stated that this project is Phase 1 of two contemplated phases and that Phase 2 will be considered as part of the FY 2018 budget process.

5. **Resolution 2017-06-19-05** for consideration to accept the dedication of certain public streets and rights-of-way in the City of Pelham

City Engineer Jesse Jowers said he had no concerns recommending the acceptance and dedication of the specified roads on the list before the council with the exception of the sidewalks in the two noted locations.

6. **Resolution 2017-06-19-06** for consideration to approve a construction change order for the Pelham Recreation Center

President Hayes said this change order would increase safety related to the bleachers that are primarily intended for use with the main court. When fully extended, the currently proposed main court bleachers would extend to the edge of the baselines for cross courts. The new bleachers will have three different motorized sections providing additional flexibility and should help to minimize injuries. Parks and Recreation Director Billy Crandall said this will be a much safer situation for the facility and well worth the extra money.

Councilmember Mercer asked Mr. Crandall about membership cards and fees and how the facility will be able to monitor the access of patrons. Mr. Crandall said they have already been looking into software capable of fulfilling their needs for that particular purpose. President Hayes agreed that membership cards are necessary, but added that he would like to forego membership fees at least through the end of 2017 to increase the new facility's usage. Councilmember McMillan suggested a one-time charge to join plus a monthly membership fee. Mr. Crandall added they have been looking into several different options and have gathered information from other municipalities about their related fees.

(End of June 19, 2017 Agenda Review)

Old Business

1. Update on VoIP phone system pricing and proposed conversion – Dell Ann Holly

Mrs. Holly updated the city council saying she had been working closely with AT&T and is looking to save between \$1,200.00 and \$2,000.00 per month with the new system. President Hayes inquired about the total monthly cost of the new system and Mrs. Holly stated it would be in the \$4,000.00 range. President Hayes asked Mrs. Holly to formulate a spreadsheet with all of the specified information and send it to the city council.

2. Review proposed City Hall costs for renovations to improve customer service

Tom Seale distributed a spreadsheet to the city council with the estimated costs prepared by Paula Holly.

3. Discuss options for renaming of Belle Vista Road

Councilmember Lanier's suggestions for renaming this road including a reference to the new trail system were discussed. Councilmember Scott suggested considering referencing "City Center" in the new name. President Hayes stated that he thought it was important to stress the name "City Center" for this area. He suggested that this discussion be continued at the next work session.

New Business

1. Presentation of FY2016 financial statements by Jenny Gray and Patrick Bowman, Barfield, Murphy, Shank & Smith, LLC, Certified Public Accountants

Patrick Bowman said that the audit went very well and that this years' audit was unqualified, which is what everyone wants. He thanked Finance Director Tom Seale and his staff for their prompt response time and overall helpfulness. Jenny Gray presented the city council with the audit report and she too said there were no outstanding issues. They noted the city has a healthy income and balance sheet and they see no issues with the city maintaining their AAA bond rating.

Councilmember McMillan said she would like to see more energy savings throughout the city and suggested installing more LED lighting. President Hayes said this item needs to be on the table during this budget cycle.

Announcements

1. The Pelham City Council will hold special called work sessions tomorrow evening (June 20th) and this Wednesday evening (June 21st) for the purpose of interviewing candidates for the city manager position. Both of these work sessions will be held in the Conference Room in Pelham City Hall at 6:30 p.m.
2. The Pelham City Council will hold a special called meeting Wednesday evening (June 21st) at 6:00 in the Council Chambers for the purpose of considering the approval of a contract related to proposed seating/bleacher renovations for the Pelham Civic Complex & Ice Arena and other city business.
3. The City of Pelham will host the annual "Fire on the Water" fireworks display on July 3rd at Oak Mountain State Park.
4. Pelham City Offices will be closed Tuesday, July 4th, in observance of Independence Day.
5. The Pelham City Council July meetings and work sessions have been rescheduled to July 10th and July 24th related to July 4th holiday events.

Adjournment

A motion to adjourn the work session was made by Councilmember Scott and seconded by Councilmember Mercer. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 7:13 p.m.

Respectfully submitted this 19th day of June 2017,



Marsha Yates, MMC, City Clerk



Rick Hayes, Council President

