

CITY OF PELHAM – WORK SESSION

Pelham City Hall – Conference Room

March 5, 2018 – 5:30 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 March 5, 2018 at 5:30 p.m. The regular work session was held in the Council 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 5:30 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: None

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

Executive Session

Councilmember Lanier questioned the purpose of the executive session. Council President Hayes explained the details would be discussed in the executive session.

Council President Hayes stated for the record the purpose of the Executive Session was to discuss controversies not yet being litigated but imminently likely to be litigated or imminently likely to be litigated if the government body pursues a proposed course of action and economic development. Council President Hayes asked City Attorney Bent Owens if he agreed with the stated purpose of tonight's Executive Session. Mr. Owens said he agreed.

A motion was made by Councilmember Scott to enter into an Executive Session of the city council for the stated purpose. Said motion was seconded by Councilmember Mercer. Council President Hayes asked the city clerk/treasurer for a roll call vote. The vote to adopt said motion was recorded as follows:

Rick Hayes, Council President	<u>Yes</u>
Ron Scott, Council Member	<u>Yes</u>
Beth McMillan, Council Member	<u>Yes</u>
Maurice Mercer, Council Member	<u>Yes</u>
Mildred Lanier, Council Member	<u>Yes</u>

Council President Hayes asked the members of the city council, City Attorney Bent Owens, Mayor Gary Waters, City Manager Gretchen DiFante and City Clerk/Treasurer Tom Seale to attend the executive session. Council President Hayes stated he expected the city council would return following the executive session in approximately 30-40 minutes. The city council went into Executive Session at 5:34 p.m.

Councilmember Scott moved to adjourn to executive session. Said motion was seconded by Councilmember McMillan. Council President Hayes called the council work session back to order at 6:45 p.m.

Approval of Minutes

A motion was made by Councilmember McMillan to approve the February 19, 2018 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

City Manager's Comments - None

Review of Council Agenda

Council President Hayes reviewed the March 5, 2018 city council agenda.

F. Public Hearing - None

H. Proclamations

Honoring the Cahaba Valley Elks Lodge on their 150th Anniversary

J. Requests to Address the Council

1. Barry Winn, Boy Scouts of America Troop 2

2. Allison Boyd, Candidate for Shelby County Judge of Probate

Councilmember Scott and Council President Hayes suggested limiting candidate's comments to three minutes. The city council was in agreement.

K. Old Business – Resolutions – Ordinances – Orders and Other Business

1. **Ordinance 135-216**, an amendment to the zone district boundaries of the City of Pelham, changing the present zoning A-1 Agricultural District to R-G Residential Garden Home. The subject property is located on Shelby County Highway 11.
Applicant: Highpointe Properties, LLC.
The First Reading was on February 19, 2018.

Council President Hayes stated this was a First Reading of Ordinance 135-216. There were no additional comments.

L. New Business – Resolutions – Ordinances – Orders and Other Business

1. **Resolution 2018-03-05-01** for consideration to approve construction change order #9 for Taylor-Miree related to the Pelham Civic Complex & Ice Arena

Council President Hayes gave an overview of the construction change order related to the corporate suite. He stated the intent of the corporate suite was for a multi-purpose use of the area. He mentioned one of the changes was a switch to rubber flooring like much of the rest of the Main Arena and that this would address multiple issues related to the previously proposed LVT. Civic Complex & Ice Arena Administrator Danny Tate recommended approval of Change Order #9. Council President Hayes also passed out a list of additional options that were proposed by Taylor-Miree for the City's consideration. He said the intent is for the cost of the additional Taylor-Miree work to be offset by the reduction in the previously approved Seating Solutions costs. Councilmember Mercer and Council President Hayes agreed with only a hand full of hockey games remaining this season, the payback would extend into next season. Councilmember Mercer asked if the Civic Complex renovations were nearing completion. Council President Hayes said the corporate suite is the last major item to be completed at the Civic Complex. He further stated there are a few minor issues yet to be resolved. Councilmember Scott said the completed renovations will be a great addition to the Civic Complex.

2. **Resolution 2018-03-05-02** for consideration to accept the lowest responsive bid from Goldman Contractors, Inc. for the pump replacement on Lift Station "K"

Council President Hayes stated the pump replacement was a budgeted item and came in slightly under budget. Interim City Engineer Chris Cousins confirmed this and recommended the approval of Resolution 2018-03-05-02.

3. **Resolution 2018-03-05-03** for consideration to approve a request by Verizon for modifications to an existing telecommunications facility located at 2030 Valleydale Terrace

David Aymett with the Center for Municipal Solutions (CMS), the city's telecommunications consultant, stated Verizon's application was for an upgrade to this site. He explained this site currently has a 180 foot monopole with six antennas. He said Verizon proposes to replace and add additional equipment with a final configuration of six new antennas. He said there will be no visual changes to the tower site. Mr. Aymett further stated the upgrade will increase capacity but not coverage. He said CMS recommends approval of the application. There were no additional comments.

- 4. Resolution 2018-03-05-04** for consideration to approve a request by Sprint for modifications to an existing telecommunications facility located at 1655 Morgan Park Road

David Aymett with the Center for Municipal Solutions (CMS), the city's telecommunications consultant, stated Sprint's application was for an upgrade to this site. He explained this site currently has a 150 foot monopole with three antennas. He said Sprint plans to remove three antennas and replace with six new antennas. He said there will be no visual changes to the tower site. Mr. Aymett further stated the upgrade will increase capacity but not coverage. He said CMS recommends approval of the application. There were no additional comments.

- 5. Resolution 2018-03-05-05** for consideration to approve a request by Sprint for modifications to an existing telecommunications facility located at 2794-A Pelham Pkwy

David Aymett with the Center for Municipal Solutions (CMS), the city's telecommunications consultant, stated Sprint's application was for an upgrade to this site. He explained this site currently has a 116 foot monopole with three antennas. He said Sprint plans to remove three antennas and replace with six new antennas. He said there will be no visual changes to the tower site. Mr. Aymett further stated the upgrade will increase capacity but not coverage. He said CMS recommends approval of the application. There were no additional comments.

- 6. Resolution 2018-03-05-06** for consideration to approve the dedication of streets and rights-of-way in the Keeneland Valley sub-division

Interim City Engineer Chris Cousins said the asphalt sealcoat has been applied to the street. He recommended accepting the street dedication. He stated ground water issues have been addressed and should not pose a long term problem. He further stated if problems develop it will be addressed in the future. City Building Official Bob Miller said he no issues with accepting the dedication.

- 7. Resolution 2018-03-05-07** for consideration to declare certain personal property (vehicles) of the City of Pelham which are no longer needed for public or municipal purposes as surplus.

City Clerk/Treasurer Tom Seale stated the items under consideration are no longer needed for public use. He further stated the surplus items would be auctioned to the highest bidder as soon as possible.

- 8. Resolution 2018-03-05-08** for consideration to approve the appointment of an interim Human Resources Director

Councilmember Mercer stated for the record Mayor Waters would not receive any additional compensation as the interim Human Resources Director. Councilmember Lanier asked how far along the city is in the process of hiring a human resources director. Mrs. DiFante said the search has been narrowed to four individuals. She further stated each candidate has been posed questions to answer as a part of the interview process. Mrs. DiFante said the Committee will meet soon to evaluate the answers to the questions.

- 9. Resolution 2018-03-05-09** for consideration to approve revisions to the City of Pelham Classification Pay Plan

Council President Hayes distributed the latest Consumer Price Index numbers through January 2018. He stated when the FY2018 budget was adopted, it included a 1.5% pay plan (step) adjustment. He noted surrounding cities were surveyed in August 2017 regarding their proposed pay scale revisions for FY2018. He further stated the Personnel Board had previously agreed with the 1.5% adjustment, which was included in the FY2018 Budget. Council President Hayes said the Consumer Price Index (CPI) has been trending upwards from 1.6% to 2.1% since the FY2018 budget was approved and that he recommended a pay plan adjustment of 2.00%. He further stated the Personnel Board unanimously recommended the 2.00% pay plan steps adjustment last week. There were no concerns expressed among the members of the City Council.

10. Resolution 2018-03-05-10 for consideration to approve a construction change order related to a natural gas mainline installation for the new Pelham Public Library

City Manager DiFante said the fireplaces at the new Pelham Public Library require natural gas. She further explained the cost of the gas line was not included in the construction costs of the library. The resolution under consideration is to approve the cost to install a natural gas mainline per Spire, formerly Alabama Gas Corporation (Alagasco).

11. Six-Month Performance Evaluation for the City Manager

Council President Hayes stated each councilmember had provided performance evaluation feedback. He passed out copies of the evaluation summary to each member of the city council.

(End of March 5, 2018 Agenda Review)

Work Session Recessed

A motion to recess the work session was made by Councilmember Mercer and seconded by Councilmember Scott. The motion passed unanimously by voice vote of those members present, and the work session was recessed at 7:03 p.m.

Work Session Called Back to Order

Council President Hayes called the recessed March 5, 2018 work session back to order at 8:31 p.m.

Old Business

1. Discuss live streaming alternatives

Council President Hayes suggested continuing our current contract with Wayne Morris. Councilmember Lanier said she would like to see live streaming of the city council's work sessions. There was discussion concerning the public or city staff being apprehensive in talking with the city council if their comments were to be broadcast live. It was noted by several members of the city council the citizens of Pelham want full disclosure. Councilmember Scott said there may be some merit to "kicking the can" down the road regarding the decision to live stream the city council work sessions. The question was asked, "Do we jeopardize the open, free speaking of the city council, employees and members of the public by live streaming work sessions?" Councilmember McMillan expressed her concerns about grand standing. Council President Hayes said he too was concerned about free and open conversations, but is not against live streaming the work sessions at some point

once the various technical and process issues are addressed. He further stated he sees the benefits, but remains a little concerned that it could impact that important open communications between the city council and staff.

Wayne Morris stated Chelsea does not live stream their work sessions. He said he has not promoted the live streaming of the Pelham City Council. He said the city council has made valid points for and against the live streaming of the council work sessions. He further stated live streaming is something new. Mr. Morris said to let the process "gel" over a period of time and then reevaluate live streaming of the work sessions later. Councilmember Mercer said he was eager to move forward with live streaming of the council work sessions, but wants everyone to be comfortable with the process. IT Manager Dell Ann Holly said she and Mr. Morris are working through several hardware issues in order to route live streaming through the city's website. Councilmember Lanier stated the approved minutes are the official record of the city council proceedings, not live streaming. Council President Hayes suggested that Mrs. Holly work through the technical issues and come back to the city council with a recommendation at a later time. Mrs. Holly said the current process through Facebook Live is somewhat cumbersome with regard to archiving. Based on the discussion, Council President Hayes asked Mrs. Holly to update the city council in one month.

New Business

1. Review internship opportunities

Councilmember Lanier said she would like to move forward with an internship program. She suggested the internship program fall under the city's Administration Department. It was further suggested the program include one graduate or undergraduate college student and one high school student. Councilmember Lanier said this would be an excellent opportunity for a high school student to build a resume for college. City Manager DiFante asked about a timeline. Council President Hayes said finding the right person is extremely important. He said, "we don't want to move too fast". Mrs. DiFante said she had always had a very successful internship program with her previous employers. Mayor Waters asked if we should look at Pelham first. Councilmember McMillan said timing is important. She further stated she would like to see a human resources director hired before moving forward with the internship program. Councilmember Lanier asked if the city was ready to move forward and City Manager DiFante said that she did not believe that this City is ready just yet. Councilmember Mercer suggested contacting local colleges to see if they have someone to recommend for the program.

Adjournment

A motion to adjourn the work session was made by Councilmember McMillan and seconded by Councilmember Lanier. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 9:00 p.m.

Respectfully submitted this 5th day of March 2018,



Tom Seale, MMC, City Clerk/Treasurer




Rick Hayes, Council President