



WORK SESSION
Pelham Police & Court Building
July 1, 2019 – 6:15 p.m.

MINUTES

Proper notice of the regularly scheduled work session of the Pelham City Council was given in advance of such public meeting and the notice remained posted through the scheduled meeting.

Members of the Pelham City Council met July 1, 2019 at 6:15 p.m. The regular work session was held at the Pelham Police & Court Building and was open to the public.

Call to Order

The work session was called to order by Council President Hayes at 6:17 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: ABC 3340, Pelham Reporter

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

Approval of Minutes

A motion was made by Councilmember Lanier to approve the June 17, 2019 Regular Council Work Session Minutes. The motion was seconded by Councilmember Mercer and passed by voice vote of those members present.

Review of Council Agenda

Council President Hayes reviewed the July 1, 2019 city council agenda.

F. Public Hearing - None

H. Proclamations by the Mayor - None

J. Requests to Address the Council

1. Dulce Rivera regarding the 6th Annual Hispanic Independence Festival to be held in the side parking lot of Mi Pueblo Supermarket on Sunday, September 15th from 2:00 p.m. until 8:00 p.m.

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

1. **Ordinance No. 135-223** for consideration to approve zoning adjustments to property rezoned as a part of Ordinance No. 135-219 located off Oak Mountain Drive and Amphitheater Road for applicant HCI Oak Mtn., LLC. First Reading was on June 17, 2019.

There were no comments from the city council.

2. **Ordinance No. 494** for consideration to declare certain real property as surplus and no longer needed by the City of Pelham and to sell said city-owned property to Summer Classics Properties, LLC located on Pelham Parkway, Pelham, Alabama. First Reading was on June 17, 2019.

Council President Hayes stated his understanding was that the option for an appraisal would not be exercised. There were no comments from the city council.

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

1. **Resolution 2019-07-01-01** for consideration to provide funding for the former tennis director position at the Pelham Tennis Center through September 30, 2019

Councilmember McMillan asked for an explanation of the purpose for the position. Racquet Club Assistant Director Chaney Mills stated she would like to start an outreach program to bring more activities to the Tennis Center. Council President Hayes asked about the possibility of a current employee filling this position. City Manager DiFante stated there would be a request to the Personnel Board to change the current job description and responsibilities for three positions. She said the plan was to seek city council approval of the position change prior to going to the Personnel Board. She further stated their desire to reorganize the staff positions in order to expand the offerings at the Tennis Center. Additional discussion followed regarding the positions. Councilmember Lanier thanked Mrs. Mills for setting aside time to discuss her request with the city council.

2. **Resolution 2019-07-01-02** for consideration to approve a revised fee schedule at the Pelham Tennis Center effective August 1, 2019

There were no comments from the city council.

3. **Resolution 2019-07-01-03** for consideration to renew the Line of Credit for the City of Pelham Commercial Development Authority

There were no comments from the city council.

4. **Resolution 2019-07-01-04** for consideration to accept the lowest responsible bid from ICS, Inc. for the Chandalar Well Control Upgrades Project

City Engineer Chris Cousins said the bid was within the approved budget. He stated the Chandalar well site contains the original electrical components from the 1980s and they have far exceeded their useful life. He further stated he recommended approval of Resolution 2019-07-01-04.

5. **Resolution 2019-07-01-05** for consideration to execute a lease agreement with Big O Enterprises, LLC to provide warehouse storage space for the Pelham Civic Complex & Ice Arena

Council President Hayes recapped the request made by the Civic Complex & Ice Arena during the June 17, 2019 work session. Councilmember Lanier asked if there is a system in place to track our assets. Civic Complex Administrator Danny Tate said there is a tracking system and the assets are verified on an annual basis. Councilmember McMillan asked if there was a storage plan at the end of the one year lease. Mr. Tate said hopefully we can use some space in the building behind the Water Department Building when it becomes vacant. It was noted City Manager DiFante, City Engineer Cousins and Director of Development Services & Public Works David Willingham are working on an overall plan for storage. Council President Hayes asked about the potential use of the area under the southwest section of the Main Arena stands at the Civic Complex for storage if a door was added. Mr. Tate mentioned some potential issues since the previously proposed door would be partially on a ramp, but it should still be evaluated.

6. **Resolution 2019-07-01-06** for consideration to approve the appointment of D. Tyrell McGirt as Director of Park & Recreation effective August 5, 2019

Councilmember McMillan noted she recently had the opportunity to meet Mr. McGirt. She said he will be a great addition and hire for the Park & Recreation Department. Councilmember Mercer said he had also met Mr. McGirt. He further stated this was a sound decision by the committee. Council President Hayes said he was anxious to meet Mr. McGirt and appreciates all the feedback. Councilmember Lanier said his credentials are outstanding.

7. **Resolution 2019-07-01-07** for consideration to authorize a contract with ClientFirst Consulting Group, LLC, d/b/a ClientFirst Technology Consulting for the purpose of assisting in the selection of an Enterprise Resource Planning (ERP) software system for the City of Pelham

City Manager DiFante said the original intent was to start the ERP planning process this year. She stated she wanted to have the new director of human resources on board prior to beginning the process. She noted having received a letter this week from ABRA, the software for payroll and benefits, stating the program will expire in December 2020 and will no longer be supported by the vendor. She further stated the selection process is lengthy and will probably not be implemented by December 2020. She said Finance and Human Resources would be the top priority to begin the process. Councilmember McMillan asked about the timeline of the project. City Manager DiFante said this at least a nine month process, but will more likely take one year to complete. She said the city will need assistance from our external auditors. She said ClientFirst will make recommendations and will prepare a Request for Proposals (RFP). She also stated they will assist with the contract negotiations. Council President Hayes mentioned that he would still prefer for the accounting manager in place for this process, but understands the situation and asked if the city council was comfortable moving forward. City Manager DiFante

mentioned the position of accounting manager had been filled, but the candidate declined the position four days later.

8. Resolution 2019-07-01-08 for consideration to approve the appointment of Tracy Sorrell Hill as Director of Human Resources effective July 1, 2019

There were no comments from the city council. Councilmembers McMillan, Lanier, Mercer and Scott welcomed Tracy to the Pelham team. Councilmember Scott thanked Human Resources Payroll and Benefits Clerk Candy Porter for her work.

(End of July 1, 2019 Agenda Review)

Old Business

1. Discuss Business License Moratorium Extension – David Willingham

City Manager DiFante mentioned the proposed changes and extension of the moratorium. She stated the city and the Regional Planning Commission of Greater Birmingham would need through December 2019 to complete the Comprehensive Plan and create a presentation for the city council outlining the process. She noted one major change in the extension of the moratorium would allow an existing used car lot in Pelham to move to another location within the city. She stated under this proposal both locations, old and new, would be brought up to code. There was discussion between Council President Hayes and City Manager DiFante regarding new construction for a business versus just relocating to another location. City Manager DiFante mentioned there are several ordinances the police department does not have the authority to enforce. Councilmember Scott asked for a chance to review the changes in the language in the proposed moratorium extension. He said he is greatly in favor of the wording which would allow existing businesses to move. He said between now and December 31, 2019 there is a remote possibility we would not have a zoning plan in place to protect what our business corridors look like. He said he is hopeful the zoning plan will be complete. Councilmember Scott asked if the council would support adding language to the moratorium giving the city council the ability to grant variances to these businesses, if there is justification. Councilmember McMillan discussed the number and variety of the type businesses currently under the moratorium. Additional discussion followed. Council President Hayes discussed the issues of granting variances, new construction variances and extending the moratorium to February 29, 2019.

Drew Shields returned to address the city council regarding his plans for a new used car dealership, Exclusive Auto Sales. He explained the preliminary design of the project. Council President Hayes asked if a site plan is available to distribute. Mr. Shields said yes.

Councilmember Mercer agreed with Council President Hayes to extend the deadline to February 29, 2020. He said he would support Councilmember Scott's suggestion regarding new construction. Councilmember Lanier concurred and stated her concerns about going down a "slippery slope" with approval. She said she would support extending the moratorium to February 29, 2020. Councilmember Scott thanked the council for the support and addressing the issue. There was consensus among the members of the city council to extend the business license moratorium to February 29, 2020. City Manager DiFante said she would ask the city attorney about the end date of the moratorium, new construction and variances. Councilmember Lanier discussed the variances.

New Business - None

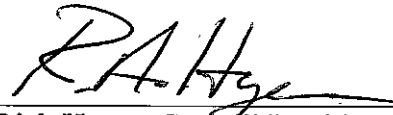
Adjournment

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 7:10 p.m.

Respectfully submitted this 1st day of July 1, 2019,



Tom Seale, MMC, City Clerk/Treasurer



Rick Hayes, Council President

