



WORK SESSION
Virtual Meeting via Zoom
April 6, 2020 – 6:00 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 throughout the scheduled meeting.

Members of the Pelham City Council met April 6, 2020 at 6:00 p.m. via Zoom. The regular work session was not open to the public due to the COVID-19 pandemic but was available via Facebook Live.

Call to Order

The work session was called to order by Council President Hayes at 6:01 p.m.

Record of Attendance

The following elected officials were present via Zoom:

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

Approval of Minutes

A motion was made by Councilmember Lanier to approve the March 16, 2020 Regular Council Work Session Minutes. The motion was seconded by Councilmember McMillan and passed by unanimous voice vote of those members present.

Pelham Board of Education Candidate Interviews

The Pelham City Council interviewed the following candidates for Place No. 2 on the Pelham Board of Education.

1. Deborah B. Bacik
2. Angela R. Hester

Candidate interviews began at 6:04 p.m. and concluded at 6:38 p.m.

Review of Council Agenda

Council President Hayes reviewed the April 6, 2020 city council agenda.

- E. (3) Approval of non-budgeted expenses from restricted fund accounts: 911 Account
Request to purchase two UPS power supply units at \$299.80 each and an additional \$1,000.00 for future anticipated expenses for a total of \$1,599.60. The current 911 balance is \$39,264.70.

There were no questions from the city council regarding the 911 expense requests.

F. Public Hearing – None

H. Proclamations by the Mayor

- 1. Donate Life Month
- 2. National Service Recognition Day

J. Request(s) to Address the Council – None

K. Old Business / Resolutions / Ordinances / Orders and Other Business – None

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

- 1. **Resolution 2020-04-06-01** for consideration to amend certain General Ledger expense line items in the FY2020 Administration budget in response to the COVID-19 pandemic

City Manager Gretchen DiFante said the \$1 million approved in Resolution 2020-03-16-08 was a placeholder at the time. She said she is more comfortable coming to the city council now with specific budget adjustment recommendations. She stated since the 2020 Palooza has been canceled \$40,000 can be reallocated for COVID-19 related expenses. She noted a purchase order system is now in place to better track all city expenses. Councilmember McMillan asked City Manager DiFante to explain the new purchase order system. City Manager DiFante offered to provide the city council with the city's written purchase order procedures. Councilmember Lanier asked about total purchases related to the COVID-19 pandemic. City Manager DiFante said the year-to-date COVID-19 expenses have been provided to the city council for review. She said \$16,680.19 has been spent through April 5. She stated all COVID-19 related expenses are being tracked in order to apply for federal reimbursement at a later date. Councilmember McMillan asked about the cleaning of the Senior Center and Water Works Building. City Manager DiFante said the Senior Center was cleaned as a proactive measure and the Water Works Building was sanitized because a member of an employee's family had been diagnosed with COVID-19. Fire Chief Tim Honeycutt explained the ionization process used cleans the air and bonds to particles which disinfects and sterilizes the building. He said this process does not leave any residue. Councilmember Scott asked if this process was an air scrubber. Chief Honeycutt said it was similar to the air scrubber process. He stated a local company, DryTech Home Services LLC, is conducting the building cleaning.

2. **Resolution 2020-04-06-02** for consideration to purchase an additional Zoll AutoPulse CPR device and to further amend the Fire Department FY2020 Budget accordingly

Fire Chief Tim Honeycutt stated the first Zoll AutoPulse CRP was purchased in the FY2019 budget. He said the device attaches to the patient during cardiac events. He said there is a need for this device at Fire Station No. 5 since additional medical assistance is 15 minutes away. Chief Honeycutt stated the 2018 Colonial Pipeline donation of \$1,225,000 was used to purchase a new Hazmat truck for the Pelham Fire Department. He further stated there was approximately \$13,000 left over from this purchase in the FY2018 budget. He asked the city council to approve a FY2020 budget adjustment to allow for this purchase using the additional funds donated by Colonial Pipeline and approximately \$225 in EMS funds. Councilmember McMillan asked about the useful life of the device. Chief Honeycutt said the ongoing expense is primarily batteries and battery life. He said this device gives constant and consistent chest compressions.

3. **Resolution 2020-04-06-03** for consideration to enter into an agreement with Ideal Roofing for roof replacement at the Pelham Racquet Club

City Manager DiFante said when the recent exterior repairs began at the Racquet Club it was discovered the original roof had not been properly installed. Andre' Bittas, Director of Development Services & Public Works, stated all but \$2,147.99 of the replacement cost would be covered by insurance. He further stated the city requested and received several bids for the roof replacement project. Both Mr. Bittas and Chris Cousins, Municipal Consultants, Inc., recommended approval of Resolution 2020-04-06-03.

4. **Resolution 2020-04-06-04** for consideration to authorize the city to pay the employee portion of healthcare benefits to any employee who may be furloughed as a result of the COVID-19 pandemic

Council President Hayes outlined the text of Resolution 2020-04-06-04. City Manager DiFante stated there is a lot of concern and fear at this time. She said she will be asking full time employees to volunteer to be furloughed who do not have tasks at this time. She reviewed the number of part time employees that have been laid off. Council President Hayes offered a recommendation to amend the resolution to add the word "voluntary" to any potential furloughs and to clarify the city paying the employee portion for those who currently have family healthcare insurance. City Manager DiFante said the city is working at this time to redeploy our employee resources. She stated the city is evaluating needs on a mission by mission basis. She further stated city council approval would be necessary to suspend city services, if the need should arise. Further discussion followed regarding the wording of the resolution.

Human Resources Director Tracy Hill stated she has plenty of city employees volunteering to be furloughed at this time.

Councilmember Lanier moved to adopt the proposed revisions to Resolution 2020-04-06-04 as recommended by Council President Hayes. Said motion was seconded by Councilmember Mercer.

There being no further discussion, the motion to adopt the recommended revisions to Resolution 2020-04-06-04 passed unanimously by voice vote of those members present and the council president declared the same passed.

Other Business

Councilmember Scott asked about two items which were removed from the draft agenda. City Manager DiFante stated the lease agreement for the temporary location for City Hall was removed because the lease runs through July 2020. She further stated removing this agenda item allows her additional time to negotiate favorable terms for the renewal of the lease. Council President Hayes said Ordinance No. 135-229, the rezoning of property located along State Park Road, was not essential business to be conducted via teleconferencing as defined by Governor Kay Ivey's proclamation dated March 18, 2020, referencing the Open Meetings Act. He further stated Ordinance No. 135-229 would appear on a city council agenda at a later date for consideration.

(End of April 6, 2020 Agenda Review)

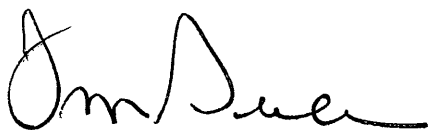
Old Business – None

New Business – None

Adjournment

A motion to adjourn the virtual 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 7:08 p.m.

Respectfully submitted this 6th day of April 2020,



Tom Seale, MMC, City Clerk/Treasurer



Rick Hayes, Council President

