



WORK SESSION
Virtual Meeting via Zoom
May 4, 2020 – 6:30 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 May 4, 2020 at 6:30 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 6:35 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 department heads, and city consultant(s)

Approval of Minutes

A motion was made by Councilmember Scott to approve the April 20, 2020 Regular Council Work Session Minutes. The motion was seconded by Councilmember Lanier and passed by unanimous voice vote of those members present.

Review of Council Agenda

Council President Hayes reviewed the May 4, 2020 city council agenda.

F. Public Hearing – None

H. Proclamations by the Mayor – None

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 2020-05-04-01** for consideration to accept the lowest responsible bid from Dunn Construction Inc. for the Huntley Parkway Improvement Project

Director of Development Services & Public Works Andre' Bittas asked City Engineer Chris Nicholson to update the city council on the Huntley Parkway project. Mr. Nicholson stated bids were opened on April 16, 2020 and included milling, asphalt overlay, drainage improvements and centerline striping. He said the bid came in under budget at \$587,302.00; and the project had been estimated at between \$600,000.00 and \$750,000.00. He further stated the project is slated to begin in mid-June and completed by mid-August. Councilmember Scott asked about potential road closures. Mr. Nicholson stated Huntley Parkway would remain open during the construction. He further stated construction would work around rush hour traffic. Council President Hayes asked about the overall construction budget of \$900,000.00. Mr. Nicholson said even with construction, engineering and inspection costs (CE&I) the project should come in well under the approved budget of \$900,000.00.

2. **Resolution 2020-05-04-02** for consideration to concur with the Alabama Department of Transportation (ALDOT) for the planning, overlay and striping of I-65 from CR-52 to the Cahaba River Bridge

Mr. Nicholson said this is a standard Alabama Department of Transportation (ALDOT) agreement when work is performed in the city limits. He stated the I-65 project includes milling, asphalt overlay, widening from three to four lanes, and striping from the Cahaba River Bridge to Shelby County Road 52. He further stated the construction project should last from mid-summer to early fall.

3. **Resolution 2020-05-04-03** for consideration to designate an official representative for the Alabama Drinking Water Authority (State Revolving Fund – Water) loan for proposed water infrastructure improvements

Council President Hayes said a city official must be designated on the Alabama Drinking Water Authority (State Revolving Fund – Water) loan application. Chris Cousins, Municipal Consultants, Inc. concurred and further stated this designation “checks the box” in order to complete the application. Mr. Cousins said the loan application will be brought to the city council for final approval by resolution.

4. **Resolution 2020-05-04-04** for consideration to designate an official representative for the Alabama Water Pollution Control Authority (State Revolving Fund – Sewer) loan for proposed sewer infrastructure improvements

Council President Hayes stated as with Resolution 2020-05-04-03, a city official must be designated on the Alabama Water Pollution Control Authority (State Revolving Fund – Sewer) loan application. Mr. Cousins said the complete application(s) should be finalized in the next couple of weeks. Council President Hayes requested a summary of the items currently planned for inclusion on the SRF loan applications be sent to the council and Mr. Cousins said that he would do that.

5. **Resolution 2020-05-04-05** for consideration to accept the annual Municipal Water Pollution Prevention (MWPP) Program Report from Municipal Consultants, Inc.

Mr. Cousins said the acceptance of the Municipal Water Pollution Prevention (MWPP) Program Report is reviewed and considered for approval by the city council each year. He stated the report is a barometer

regarding the health of the overall sewer system. He further stated the report did not reveal any additional action to be taken by the City and our score of 70 out of 783 (with 0 being the best and 783 the worst) put us in the "Actions As Appropriate" Range. Mr. Cousins said the report will be submitted to the Alabama Department of Environmental Management (ADEM) upon its completion. Councilmember Scott asked for a printed copy of the report.

6. **Resolution 2020-05-04-06** for consideration to approve Change Order No. 3 for Phase 1 of the Pelham Greenways Project along Bishop Creek

GIS Director Josh Osborne reviewed a requested change order in the amount of \$4,080.00 to add 4,800 linear feet of 5" solid green centerline striping to the Pelham Greenways Project to provide separation for the shared-use trail pedestrians and bicyclists traveling in opposite directions on the shared-use trail. He stated Phase 1 of the project should be completed by the end of next week which will include additional landscaping. Mr. Osborne stated the striping was not in the original bid, but it was determined to be a good idea. The city council concurred.

Other Business

Accounting Manager Jenny Gray reported having emailed an update regarding COVID-19 expenditures. She said she has spoken to Fire Department Capt. Justin Palmer who will inventory the supplies. She said Capt. Palmer felt confident about the quantity of supplies on hand at this time. Mrs. Gray noted the budget revisions are under review to condense the report. She stated IT Manager Dell Ann Holly has created a Share Point portal in order to share the revised FY2020 budget and COVID-19 information with the city council. Council President Hayes noted the city is getting close to the \$40,000.00 budgeted for the COVID-19 expenses. Mrs. Gray said a plan is in place should additional funding be necessary. Council President Hayes stated his appreciation to the city staff for getting the revenue data to the city council in a timely manner.

Councilmember McMillan asked about the possibility for holding a special called work session prior to the scheduled May 18, 2020 regular work session and council meeting. Council President Hayes said if the financial data is available there should be no problem in calling a special work session.

(End of May 4, 2020 Agenda Review)

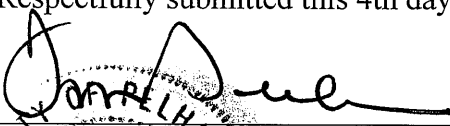
Old Business – None

New Business – None

Adjournment

A motion to adjourn the virtual 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 6:59 p.m.

Respectfully submitted this 4th day of May 2020,


Tom Seale, MMC, City Clerk/Treasurer


Rick Hayes, Council President

