



WORK SESSION
Pelham Senior Center
January 21, 2021 – 5:00 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 on Monday, January 21, 2021 at 5:00 p.m. The regular work session was held in the Pelham Senior Center and was open to the public.

Call to Order

The work session was called to order by Council President Mercer at 5:00 p.m.

Record of Attendance

The following elected officials were present:

Council President Maurice Mercer
Councilmember David Coram
Councilmember Larry Palmer
Councilmember Rick Wash
Councilmember Mildred Lanier
Mayor Gary Waters

Media Present: None

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

Approval of Minutes

A motion was made by Councilmember Coram to approve the January 4, 2021 Regular Council Work Session Minutes. The motion was seconded by Councilmember Wash and passed by unanimous voice vote of those members present.

New Business

1. Discussion – Residential Trash (Waste Management, Inc.)

Mike Mitchell and Justin Hunt, representing Waste Management, Inc., addressed the city council. Mr. Mitchell explained the recent acquisition of Advanced Disposal, Inc. by Waste Management. He said Waste Management is now a \$20 billion company with over 6,000 employees. He stated the merger affords Advanced Disposal more resources, including labor, equipment and technology. Mr. Hunt informed the city council there would be route and day-of-pickup changes for Pelham residents.

He further explained the residents would be notified by postcard of the changes which will become effective on April 1st. There were additional questions and comments, including recycling, from the city council to Mr. Mitchell and Mr. Hunt.

2. Consent Agenda – Approval of non-budgeted expenses from restricted fund account(s): 911 Account

Police Dispatcher Daniel Hipps explained the need for a technology update for 911 Dispatch. He discussed the Response Plans Module for the Spillman Flex Computer Assisted Dispatch System and the cost in the amount of \$18,021.83. He further explained this amount is for initial project management and installation and is a one-time cost. Mr. Hipps said the Police Department will begin budgeting for annual maintenance an amount of \$2,057.00 in the FY2022 budget for software maintenance. Chief Pat Cheatwood further explained the need for this Spillman upgrade which will greatly improve response times for both the police and fire departments.

3. Discussion – ERP Recommendations

City Manager DiFante explained Project Manager Jenny Gray is currently in COVID-19 quarantine. She said the contracts for purchase and implementation of the Enterprise Resource Planning (ERP) program will be on the February 1, 2021 agenda for city council consideration. She further explained the city hired Client First to assist in developing a Request for Proposals (RFP) and received eight inquiries from interested vendors. Client First then ranked the proposals based on criteria provided by the city. City Manager DiFante said Munis, a product developed by Tyler Technology, best fit the needs of the city.

City Manager DiFante said she and Accounting Manager Gray are recommending Government Finance Officers Association (GFOA) to implement the ERP system. She further explained they would be responsible for integrating the Finance and Human Resources modules. She stated GFOA would also assist in developing best practices for the city.

4. Discussion – Parks & Recreation Advisory Board

Parks & Recreation Director D. Tyrell McGirt said they are looking to make changes to the current makeup of the Advisory Board. He stated those changes would include a new board position for a high school student and changing the term of office to three years each. Mr. McGirt said the student position would have a term of office of one year.

5. Discussion – Woodland Mobile Home Park Financial Assistance Requests

There were no additional questions from the city council.

Old Business

1. Update – Campus No. 124 Special Economic Development Agreement

Randy Schrimsher and Joyce Skinner representing Campus No. 124 were in attendance and available for additional questions. Councilmember Lanier asked several questions regarding architectural features of the building. Mr. Schrimsher said changes would be considered and made as Campus No. 124 is built out. It was the consensus of the city council to have two resolutions drafted regarding the revised agreement; the apartment portion of the revised agreement and the requested date changes.

2. Update – Ballantrae Clubhouse Repairs

Director of Development Services & Public Works Andre` Bittas updated the city council on the Ballantrae Clubhouse issues and the causes of the severe damage to the building. He said the main issue with the Clubhouse was the roof system, which was a result of poor construction and workmanship. He further stated the entire roof system would have to be replaced. Mr. Bittas said the next step would be to use the consulting engineer's information to hire an architect in order to move forward with the project. He said the estimated cost for repairs is approximately \$500,000 with a timeline of several months in order to complete the project in a timely manner. He asked the city council for funding in order to start the work. Discussion followed among the members of the city council will regard to seeking damages from the original construction contractor.

Review of January 21, 2021 Council Agenda

Council President Mercer and City Manager DiFante reviewed the January 21, 2021 city council agenda.

F. Public Hearing

For consideration of a proposal to vacate portions of Panther Circle within the city limits of Pelham, Alabama

G. Mayor's Comments

H. Proclamation(s) by the Mayor – None

I. Report of the City Manager

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 2021-01-21-01** for consideration to vacate portions of Panther Circle within the city limits of Pelham, Alabama. **FIRST READING**

City Manager DiFante explained the need for the city council to vacate the portion of Panther Circle lying within the city limits. Pelham Board of Education President Rick Rhoades spoke in favor of adopting Resolution 2021-01-21-01.

2. **Resolution 2021-01-21-02** authorizing the release of street bond money and accepting the dedication of certain public streets(s) and rights-of-way located in the Grey Oaks Subdivision Sector 4

City Engineer Chris Nicholson stated the Resolution is to release the bond covering the street and right-of-way and accepting the dedication of certain public streets(s) and rights-of-way located in the Grey Oaks Subdivision Sector 4. He further stated Sector 4 includes 22 completed lots.

3. **Resolution 2021-01-21-03** for consideration to approve the release of the PrintsWell, Inc. right-of-way bond related to road construction located along Winslet Road and Southgate Drive, Pelham, Alabama 35124.

City Engineer Nicholson stated the bond was for right-of-way construction and the project has been completed.

4. **Resolution 2021-01-21-04** for consideration to approve the revised lease agreement between the City of Pelham and the Bham Hockey Club, LLC

There was not additional questions or comments from the city council.

5. **Resolution 2021-01-21-05** for consideration to approve the revised Education Sales Tax Provision Agreement

There was not additional questions or comments from the city council.

6. **Resolution 2021-01-21-06** for consideration to amend the FY2021 General Fund Budget due to COVID-19 expenditures

City Manager DiFante stated the need to provide additional funding for the COVID-19 expenses, which were not funded in the FY2021 budget. She further stated the city is putting together a bulk order for COVID-19 supplies.

7. **Resolution 2021-01-21-07** for consideration of the ABC License application(s) for 011 – Lounge Retail Liquor – Class II (Package) and a 990 – Tobacco Only license for applicant AJK Package Store LLC operating under the trade name AJK Package Store and Smoke Shop located at 2015 Valleydale Road, Suite 6, Pelham, Alabama 35244

Councilmember Coram spoke to Resolution 2021-01-21-07. The owner of AJK Package Store LLC operating under the trade name AJK Package Store and Smoke Shop, Prabindra Shrestha, spoke to the concerns of the city council regarding his selling of tobacco to a minor ten years ago. He stated it was a mistake on his part and has never happened again. Chief Pat Cheatwood said there have been no issues since the 2011 arrest which occurred in Gardendale. Council President Mercer spoke to the city's comprehensive plan recently adopted by the city council and the inclusion of distance separations between certain types of businesses.

8. **Resolution 2021-01-21-08** for consideration to authorize payments for qualified moving expenses to applicants related to the proposed sale of the Woodland Mobile Home Park

Council President Mercer stated any requests for reimbursement from the applicants would require receipts. City Attorney Josh Arnold stated the reimbursement was appropriate as detailed in Resolution 2021-01-21-08 which is under consideration by city council. There were no additional questions or comments from the city council.

(End of January 21, 2021 Agenda Review)

Motion to Recess

Councilmember Coram made a motion to recess the January 21, 2021 work session. Said motion was seconded by Councilmember Wash. There being no further discuss the motion to recess the work session passed by a unanimous voice vote of the city council.

The work session recessed at 7:04 p.m.

Call Back to Order

Council President Mercer called the work session back to order at 7:50 p.m.

Continuation of Work Session

3. Update – Highway 11 Safety Study

Director of Development Services & Public Works Andre` Bittas stated the city has engaged a consultant for review and recommendation using data provided by the Pelham Police Department. Mr. Bittas stated the project manager had left the company which has caused a slight delay. He stated the Safety Study should be completed within the next 30 days. He further stated once the report is finalized the results will be shared with the city council.

4. Overview & Update – Water Infrastructure & PVC Replacement Project

Director of Development Services & Public Works Andre` Bittas addressed the city council with regard to upgrading the water infrastructure and PVC replacement projects. He stated the city is aware of these issues and has plans to address the needs of the water system. He said the aging of the water system infrastructure is not something which is unique to Pelham. Chris Cousins, Municipal Consultants, Inc., spoke to the city council and provided a high level overview of the Pelham water system, including its history. He suggested a hybrid approach to address the water main breaks. Mr. Bittas stated the city's investment would result in significant cost savings down the road. He further stated the city council would continue to be updated as the review, analysis and priority matrix is formalized. Mr. Cousins and Mr. Bittas said decisions would be data driven.

Special Work Session

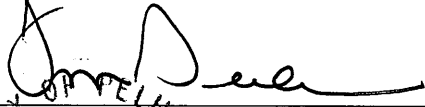
Consider setting a date and time for a Special Work Session in February 2021 to review and discuss the plans and next steps for the Greenway Trail.

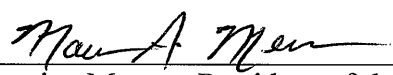
Mr. Bittas noted the need to discuss the Greenways Trail Project. He stated there are a lot of issues to consider in order to move forward. He further stated the need to get a consensus on the alignment of the Trail. The city council agreed to hold a Special Work Session on February 22, 2021 from 4:00 p.m. to 7:00 p.m. Other business which might be consider on February 22nd is the possibility of conducting interviews for appointments to the Pelham Commercial Development Authority (CDA).

Adjournment

A motion to adjourn the work session was made by Councilmember Coram and seconded by Councilmember Wash. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 8:24 p.m.

Respectfully submitted this 21st day of January 2021.


Tom Seale, MMC, City Clerk/Treasurer


Maurice Mercer, President of the Council