



WORK SESSION
Pelham Senior Center
February 1, 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, February 1, 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 20, 2021 Special Work Session Minutes and the January 21, 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 – 2021 Street Resurfacing Recommendations

Director of Development Services & Public Works Andre' Bittas provided the city council a list of the 2021 street resurfacing recommendations for review. He explained the process of evaluating the streets recommended for paving. City Engineer Chris Nicholson reviewed those streets under consideration and the cost estimates. He mentioned having applied for a \$250,000 grant through Rebuild Alabama which would allow for additional paving projects.

2. Discussion – Municipal Boards and Task Force Appointments

Council President Mercer suggested appointments to the various municipal boards and task forces. He asked for the city council to review the potential appointments and provide feedback to him. Councilmember Lanier asked that the list be provided to the members of the city council for review. Council President Mercer asked Councilmember Lanier and Councilmember Coram to serve on a task force to develop questions regarding knowledge, skills and abilities (KSA) for the Commercial Development Authority and Pelham Board of Education interviews.

Old Business

1. Discussion – Capital Projects for inclusion in the Taxable General Obligation Warrants – Series 2021-B

City Manager Gretchen DiFante spoke to the success of having two councilmembers as a part of the Finance Task Force to develop the projects for the bond issue. She noted the value of Councilmember Palmer and Councilmember Wash's participation in the finance discussions.

City Manager DiFante reviewed the capital projects and cost estimates for each. Councilmember Wash, Councilmember Palmer and Councilmember Coram spoke in favor of the addition of the Highway 31 lighting project. Director of Development Services & Public Works Andre` Bittas further explained a proposed realignment of the Greenways Trail Project to tie Campus No. 124, The Canopy and Oak Mountain State Park together. Accounting Manager Jenny Gray reviewed interest rates, debt service and proposed capital projects with the city council.

Bond financial advisors Paul Pappanastos and Rory Hartley reviewed the financing, the bond rating process and answered questions from the city council regarding the proposed bond issues.

Recess

Councilmember Coram made a motion to recess the February 1, 2021 work session for the purpose of conducting a Pelham Water Board meeting. Said motion was seconded by Councilmember Wash.

There being no further discuss the motion to recess the Water Board meeting passed by a unanimous voice vote of the city council.

The Work Session recessed at 6:28 p.m.

The Water Board meeting was called to order by Board Member Mercer. The city clerk/treasurer noted all members of the Water Board were present.

Director of Development Services & Public Works Andre` Bittas discussed the following topics with the city council:

a. Leak Adjustment Policy

Mr. Bittas discussed the need to review the current Leak Adjustment Policy in order to be fair and consistent with the residents. Chris Cousins, Municipal Consultants, Inc., reviewed the current Leak Adjustment Policy with the city council. He stated a review of surrounding communities has been conducted. He further stated the current policy has created some administrative issues with cumbersome

requirements both on the part of the Water Department and the customer. Mr. Bittas and Mr. Cousins both stated a revised Leak Adjustment Policy will be fairer to the customer. Superintendent Waters spoke in favor of the revised Leak Adjustment Policy.

Board Member Wash moved to adopt the revised Leak Adjustment Policy and Board Member Coram seconded the motion.

There being no further discussion, the motion to approve the revised Leak Adjustment Policy passed unanimously by voice vote of those members present and Board Member Mercer declared the same passed and adopted.

Board Member Mercer stated the Leak Adjustment Policy would be brought before the city council for consideration at a future meeting.

b. Water Rate Study

Mr. Bittas stated the need to perform a new water rate study. He said following the rate study the results would be brought to the Water Board for consideration. Mr. Cousins said the last full water rate study was conducted in 2005. He explained the reasoning to plan ahead with a rate study, which is more transparent to the customer. He further explained the rate study provides information to the Water Board.

Board Member Coram made a motion to adjourn the February 1, 2021 Water Board meeting. Said motion was seconded by Board Member Wash.

There being no further discuss the motion to adjourn the Water Board meeting passed by a unanimous voice vote of the members of the Pelham Water Board.

Call Back to Order

Council President Mercer called the work session back to order at 6:57 p.m.

Review of February 1, 2021 Council Agenda

Council President Mercer and City Manager DiFante reviewed the February 1, 2021 city council agenda.

F. Public Hearing – None

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

1. **Resolution 2021-01-21-01** for consideration to vacate portions of Panther Circle in the city limits of Pelham, Alabama. First Reading was on January 21, 2021 following a Public Hearing.

There were no additional comments or questions from the city council.

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

1. **Resolution 2021-02-01-01** for consideration to adopt the city's cooperative leadership pledge

There were no additional comments or questions from the city council.

2. **Resolution 2021-02-01-02** for consideration to repeal and replace the Parks & Recreation Advisory Board enabling resolution

There were no additional comments or questions from the city council.

3. **Resolution 2021-02-01-03** for consideration to approve the capital projects of the City of Pelham to be financed in the Tax Exempt General Obligation Warrants Series 2021 – A

There were no additional comments or questions from the city council.

4. **Resolution 2021-02-01-04** for consideration to approve the Enterprise Resource Planning (ERP) implementation contract with Government Finance Officers Association (GFOA)

There were no additional comments or questions from the city council.

5. **Resolution 2021-02-01-05** for consideration to accept the lowest responsible bid from Centerline Contracting, Inc. for the State Park Road Utility Relocation Project

There were no additional comments or questions from the city council.

6. **Resolution 2021-02-01-06** for consideration to amend the Public Works Department's FY2021 budget for street paving expenses performed in FY2019

There were no additional comments or questions from the city council.

7. **Resolution 2021-02-01-07** for consideration to approve the roof replacement for the Fire Prevention & Training Building

There were no additional comments or questions from the city council.

8. **Resolution 2021-02-01-08** for consideration to approve irrigation improvements at the Pelham Racquet Club

There were no additional comments or questions from the city council.

9. **Resolution 2021-02-01-09** for consideration to amend Ballantrae Golf Club's FY2021 budget from reserves for architectural fees and construction costs related to the Ballantrae Clubhouse repairs

Councilmember Palmer questioned Resolution 2021-02-01-08 regarding payment of the repairs from reserves. City Manager DiFante explained this is an immediate need and the repair expenses would be reimbursed to the General Fund from proceeds of the bond issue.

10. **Ordinance No. 399-06** for consideration to amend the Order of Business of Council Meetings.
FIRST READING

Council President Mercer briefly explained the proposed changes in Ordinance No. 399-06.

11. **Ordinance No. 502** 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 Pelham Parkway, Pelham, Alabama. **FIRST READING**

There were no additional comments or questions from the city council.

(End of February 1, 2021 Agenda Review)

Adjournment

A motion to adjourn the work session was made by Councilmember Coram and seconded by Councilmember Lanier. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 7:04 p.m.

Respectfully submitted this 1st day of February 2021.

Tom Seale, MMC, City Clerk/Treasurer

Maurice Mercer, President of the Council

[SEAL]