

THE CITY OF PELHAM, ALABAMA

WORK SESSION
Pelham Senior Center
September 8, 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 Wednesday, September 8, 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 Rick Wash
Councilmember Mildred Lanier

Mayor Gary Waters and Councilmember Larry Palmer were not present.

The city clerk/treasurer recorded all elected officials with the exception of Mayor Gary Waters and Councilmember Larry Palmer were in attendance and a quorum was present. City Manager Gretchen DiFante and City Attorney Josh Arnold were also in attendance.

Media Present: Michelle Love, Shelby County Reporter

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

Councilmember Palmer arrived at 5:43 p.m.

Mayor Waters arrived at 6:24 p.m.

Approval of Minutes

A motion was made by Councilmember Coram to approve the August 16, 2021 Regular Council Work Session Minutes. The motion was seconded by Councilmember Wash.

There being no further discussion the motion passed unanimously by voice vote of those members present.

Executive Session

Council President Mercer stated for the record the purpose of the Executive Session is to discuss the consideration the governmental body is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property, per Section 36-25A-7(6), Code of Alabama 1975, as amended.

City Attorney Josh Arnold stated the purpose of tonight's Executive Session are appropriate under Section 36-25-A-7(3) (a) Code of Alabama 1975, as amended.

A motion was made by Councilmember Coram to enter into an Executive Session of the city council for the stated purpose. Said motion was seconded by Councilmember Wash. Council President Mercer asked the city clerk/treasurer for a roll call vote. The vote to adopt said motion was recorded as follows:

Maurice Mercer, Council President	<u>Yes</u>
David Coram, Council Member	<u>Yes</u>
Larry Palmer, Council Member	<u>Not Present</u>
Rick Wash, Council Member	<u>Yes</u>
Mildred Lanier, Council Member	<u>Yes</u>

Council President Mercer asked the members of the city council, Mayor Waters, City Manager Gretchen DiFante, City Attorney Josh Arnold, Director of Development Services & Public Works André Bittas, Director of Economic Development Michael Simon and City Clerk/Treasurer Tom Seale to attend the Executive Session. Council President Mercer stated he expected the city council to return from the Executive Session in approximately 15 minutes. The city council went into Executive Session at 5:03 p.m.

Mayor Waters and Councilmember Palmer were not present in the Executive Session.

Councilmember Wash moved to adjourn the Executive Session. Said motion was seconded by Councilmember Coram. The motion passed unanimously by voice vote of those members present, and the Executive Session was adjourned at 5:29 p.m.

Council President Mercer called the work session back to order at 5:31 p.m.

Old Business

1. Discussion – Beautification, Entertainment and Arts Team (B.E.A.T.) Funding

City Manager DiFante addressed the city council regarding the funding of the B.E.A.T. Council President Mercer asked the city council if they had any questions. He noted their funding request is \$29,200.00 and reviewed the itemized list of expected expenditures. Councilmember Lanier questioned Chad Leverett, President of the B.E.A.T., on the projected expenditures. Mr. Leverett answered questions about their

funding requests. He stated he would review the funding request and return to the city council on September 20, 2021 with additional information.

New Business

1. Presentation – FY2020 Audit and Financial Statements by Jayme Lambert, BMSS, LLC, Certified Public Accountants

Keith Barfield and Jayme Lambert, from the accounting firm of BMSS, LLC, were in attendance. Mr. Lambert presented the FY2020 audit and financial statements. He stated the city received an unmodified opinion, the highest rating possible. He further stated the city increased their overall net position by \$6 million. There were no questions from the city council.

2. Discussion – Appointments to expiring terms on the Parks & Recreation Advisory Board, the Storm Water Board, the Pelham Planning Commission and the Pelham Public Library Board

Council President Mercer reviewed the expiring terms and vacant positions on various city boards. The council agreed to reappoint those members recently appointed to the Library Board and the Parks & Recreation Advisory Board. Resolutions will be prepared for the September 20, 2021 city council meeting.

Review of September 8, 2021 Council Agenda

Council President Mercer reviewed the September 8, 2021 city council agenda.

F. Public Hearing(s) – None

G. Mayor's Comments

H. Proclamation(s) by the Mayor and Others

1. Resolution from the Shelby County Legislative Delegation honoring Pelham Police Officer Juan Gomez by Representative Kenneth Paschal, District 73.

I. Report of the City Manager

J. Report of the City Attorney

K. Request(s) to Address the Council

1. Chad Leverett, 2021 Pelham Community Christmas Parade

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

1. **Ordinance No. 135-241** an amendment to the zone district boundaries of the City of Pelham changing the present zoning PUD PR-1 (Planned Unit Development) to PUD PR-2 (Planned Unit Development for property located along Huntley Parkway, Pelham, AL 35124. First Reading was on August 16, 2021.

Applicant: Grants Mill, LLC, 2106 Devereux Circle, Birmingham, Alabama 35243

There were no comments from the city council.

2. **Ordinance No. 509** for consideration to vacate a utility easement located at the intersection of Shelby County Highway 11 and Grey Oaks Parkway. First Reading was on August 16, 2021.

Councilmember Palmer asked about three trees located on the utility easement under consideration to be vacated. Mr. Bittas explained two of the trees are on the Shelby County Highway 11 right-of-way and one is on private property. Discussion followed on whether the county would reimburse the city for the expense of removing the trees. City Attorney Josh Arnold cautioned the city on expending any city funds on private property. Mr. Bittas and City Manager DiFante stated they would have additional discussions with Shelby County Highway Department Engineer Randy Cole regarding the removal of the trees in question.

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

1. **Resolution 2021-09-08-01** for consideration to approve job descriptions and pay scales within the Public Works and Information Technology (IT) Departments previously reviewed and approved by the Pelham Personnel Board

There were no comments from the city council.

2. **Resolution 2021-09-08-02** for consideration to enter into a management agreement with VenuWorks of Pelham, LLC to provide (a) management, operation and marketing services for the Pelham Civic Complex and Ice Arena and (b) food and beverage services to the Pelham Racquet Club and Pelham Parks & Recreation Facilities

Councilmember Palmer asked about the remaining Pelham Civic Complex & Ice Agenda employees. City Manager DiFante stated there have been ongoing conversations with all five employees. She said the options available have been explained to each employee. Interim Administrator Steve St. John further explained the employment options available to the five remaining employees. He stated Human Resources Director Tracy Hill has done a wonderful job communicating with the Pelham Civic Complex & Ice Arena employees. Joe Romano and Russ Ferguson, representing VenuWorks, were present to answer questions from the city council.

3. **Resolution 2021-09-08-03** for consideration to assume responsibility for monthly electrical service only related to four street lights in the Grey Oaks Sub Division, Sector 6

There were no comments from the city council.

4. **Resolution 2021-09-08-04** for consideration to approve a public works contract with Prime Disaster Specialists to repair water damage from plumbing leaks and to make needed repairs at the Pelham Tennis Center

Director of Development Services & Public Works Andre` Bittas explained the need to make the repairs.

5. **Resolution 2021-09-08-05** for consideration to approve a public works contract with Prime Disaster Specialists and Roof Doctors, LLC to repair water damage from roof leaks and make needed repairs at the Pelham Police & Court Building

Director of Development Services & Public Works Andre` Bittas explained the need to make the repairs was due to a roof flashing problem.

6. **Resolution 2021-09-08-06** for consideration to enter into a public works contract with Mobile Communications America (MCA) to provide and install radio and intercom systems in the new Fire Station No. 3

There were no comments from the city council.

7. **Resolution 2021-09-08-07** for consideration of an ABC License application for a 010-Lounge Retail Liquor License – Class 1 for applicant M and K Enterprises, Inc., operating under the trade name Pub 261 located at 9340 Helena Road – Suite B and C, Pelham, Alabama 35244

Councilmember Coram stated he spoke with the applicant earlier today. He said Pub 261 is currently licensed as a club membership and is requesting a change to a 010-Lounge Retail Liquor License – Class 1 establishment.

8. **Resolution 2021-09-08-08** for consideration to approve a 60 month lease agreement for golf, beverage and utility carts at Ballantrae Golf Club

General Manager Hal Brown explained the need for the new golf, beverage and utility carts. He said the extended lead time in ordering the equipment is necessary to assure delivery in spring 2022.

9. **Resolution 2021-09-08-09** for consideration to declare as surplus certain items of personal property of the City of Pelham which are no longer needed for public or municipal purpose

There were no comments from the city council.

10. **Resolution 2021-09-08-10** for consideration to enter into a agreement with Major Arena Soccer League 2 to provide a venue for professional indoor soccer at the Pelham Civic Complex & Ice Arena

City Manager DiFante stated Civic Complex & Ice Arena Interim Administrator Steve St. John had requested Resolution 2021-09-08-10 be removed from tonight's agenda.

Councilmember Coram made a motion to remove Resolution 2021-09-08-10 from the September 8, 2021 city council agenda. Said motion was seconded by Councilmember Palmer.

There being no further discussion Resolution 2021-09-08-10 was removed from the agenda by a unanimous voice vote of the city council.

11. **Resolution 2021-09-08-11** for consideration to authorize a subscription agreement between the City of Pelham and Smartphone Meter Reading to provide software licensing and support services for the city's water meter reading software

GIS Director Josh Osborne noted the need to approve the agreement to provide for a more efficient operation of the meter reading process. He explained the ongoing costs would be reduced over time as the city moves toward radio read meters.

12. **Resolution 2021-09-08-12** for consideration to authorize a licensing agreement between the City of Pelham and Environment Systems Research Institute, Inc. (ESRI) to provide software licensing and support services for the city's ESRI GIS Mapping software

Mr. Osborne stated this is a renewal and is the first time the cost has increased in over 10 years. He said this allows the city to maximize the mapping functions within the various city departments.

13. **Ordinance No. 070-05** for consideration to adopt the City of Pelham's Flood and Damage Prevention Plan to include the latest FIRM map revisions and to further repeal Ordinance No. 070-04 in its entirety. **FIRST READING**

City Engineer Chris Nicholson explained the need to update the city's current floodplain mapping. He noted the inclusion of the Code of Alabama code sections/statutes in Ordinance No. 070-05. He explained the necessity in approving the Ordinance prior to September 24, 2021 deadline. Councilmember Lanier spoke in support of suspending the rule in order to give immediate consideration to Ordinance No. 070-05 and having a vote tonight.

(End of September 8, 2021 Agenda Review)

A motion was made by Councilmember Coram to recess the September 8, 2021 work session. Said motion was seconded by Councilmember Wash. There being no further discussion said motion to recess the work session passed by a unanimous voice vote of the city council.

The work session recessed at 6:45 p.m.

Council President Mercer called the September 8, 2021 work session back to order at 8:09 p.m.

New Business (Continued)

3. FY2022 Budget Presentation

City Manager Gretchen DiFante and Accounting Manager Jenny Gray presented the proposed FY2022 budgets for the City of Pelham.

Council President Mercer asked the city council to review the proposed FY2022 budget and forward any questions they may have.

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 9:39 p.m.

Respectfully submitted this 8th day of September 2021.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

