



CITY COUNCIL WORK SESSION MINUTES

Pelham Senior Center
February 7, 2022 – 5:00 p.m.

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 7, 2022, 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 5:01 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

Not Present: Mayor Gary Waters

The city clerk/treasurer recorded all elected officials, except for Mayor Waters, were in attendance and a quorum was present. City Manager Gretchen DiFante and City Attorney Josh Arnold were in attendance.

Media Present: None

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

Approval of Minutes

A motion was made by Councilmember Coram to approve the January 24, 2022 Regular Work Session Minutes. The motion was seconded by Councilmember Lanier.

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

Old Business – None

New Business

1. Briefing on Small Business Administration (SBA) Low Interest Disaster Loan Program

Anne Williams, Public Affairs Specialist with the Small Business Administration (SBA), addressed the city council regarding the individual assistance Low Interest Disaster Loan Program. She noted the deadline for applying for an SBA loan is February 21, 2022.

2. Update – Capital Projects

Director of Development Services & Public Works Andre` Bittas updated the city council regarding the ongoing capital projects within the city. He provided the city council with information pertaining to each project. Mr. Bittas asked the city council to review the information and ask questions as needed.

3. Review – 1st Quarter Financials

Finance Director Jamie Wagner provided a highlight of the city's first quarter FY2022 financials.

Review of February 7, 2022 Council Agenda

Council President Mercer reviewed the February 7, 2022 city council agenda.

E. Consent Agenda

A consent agenda is presented by the Council President at the beginning of a council meeting. Items presented on the consent agenda are considered routine and/or non-controversial and are organized apart from the rest of the agenda and are adopted by general consent and vote by the city council without debate. Items may be removed from the consent agenda on the request of any one member. Removed items may be taken up either immediately after the consent agenda is approved or placed later on the agenda at the discretion of the Council President and City Council.

1. Approval of the February 7, 2022 City Council Agenda
2. Approval of the January 24, 2022 Regular Council Meeting Minutes
3. Approval of non-budgeted expenses from restricted fund accounts:

911 Funds (\$3,000.00)

To purchase replacement equipment as needed for Police Dispatch

Chief Pat Cheatwood spoke to the need to have funds available to replace equipment from time to time.

4. **Resolution 2022-02-07-01** for consideration to approve a lease agreement for four (4) motorcycles between the City of Pelham and the City of Hoover

Chief Cheatwood addressed the proposed agreement between the City of Pelham and City of Hoover. He stated Hoover has recently trained two Pelham police officers for motorcycle duty.

5. **Resolution 2022-02-07-02** for consideration to approve the purchase and installation of security cameras at the Pelham Racquet Club

Sgt. Jason Vandiver explained he is currently working to replace security cameras throughout the city. He stated he looked at a lease program with Alabama Power Company versus a purchase from ISO. He said the city can save \$43,000 over a five-year period by purchasing the cameras and remain in budget.

6. **Resolution 2022-02-07-03** for consideration to approve an ABC License application(s) for 050 – Retail Beer (Off Premises Only) and 070 – Retail Table Wine (Off Premises Only) for applicant Mapco Express, Inc. operating under the trade name Mapco 7547 located at 3000 Pelham Parkway, Pelham, Alabama 35124.

Councilmember Coram reported the applicant has requested Resolution 2022-02-07-03 be tabled to a future city council meeting.

7. **Resolution 2022-02-07-04** for consideration to enter into a renewal agreement with RiverTree Systems, Inc. for external sales and use tax audits

Finance Director Jamie Wagner recommended the renewal of the contract with RiverTree.

8. **Resolution 2022-02-07-05** for consideration to approve the 2022 contract with Pyro Shows of Alabama, Inc. for the city's annual "Fire on the Water" fireworks show on Sunday, July 3, 2022 at Oak Mountain State Park and to amend the FY2022 Budget accordingly

City Manager Gretchen DiFante explained the contract renewal and price increase for the fireworks show.

9. **Resolution 2022-02-07-06** for consideration to approve a contract with ETC Institute for the design and administering of a Citizen Survey in the City of Pelham

City Manager DiFante stated ETC specializes in working with local governments by using current census data to match the city's demographics. She said the survey is scheduled to be completed in April 2022 in time for the FY2023 budget discussions. She noted the other cities in our area currently using ETC.

10. **Resolution 2022-02-07-07** for consideration to approve a public works contract with Ideal Roofing for roof repairs and replacement at the Pelham Senior Center

Acting City Engineer Chris Cousins explained the current roof is nearing the end of its service life. Ideal Roofing performed an inspection and recommended repairs and replacing the current roof. Mr. Cousins stated Ideal Roofing has performed satisfactory work for the city in the past. He explained the warranty on the roof and labor and recommended approval of Resolution 2022-02-07-07.

11. **Resolution 2022-02-07-08** for consideration to amend the Parks & Recreation FY2022 budget for roof repairs and replacement at the Pelham Senior Center from unencumbered General Fund reserves

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

12. **Resolution 2022-02-07-09** for consideration to approve an agreement with The Hixon Consultants, Inc. to provide a visual condition assessment and water spray testing of the Pelham City Hall envelope

Acting City Engineer Chris Cousins said this is an excellent opportunity to further investigate City Hall for leaks while the walls and ceilings are open. He stated he recommended approving the resolution.

13. **Resolution 2022-02-07-10** for consideration to approve a professional services agreement with B32 Engineering Group to provide design services to prepare plans and specifications for the replacement of the Ice Arena chiller at the Pelham Civic Complex & Ice Arena

Director of Development Services & Public Works Andre` Bittas discussed the need to replace the chiller at the Pelham Civic Complex & Ice Arena. He noted the original plan was to replace the chiller in year five of the Facilities Improvement Maintenance Plan (FIMP). He stated the urgent need to move the replacement of the chiller to year two of the FIMP. He said B32 Engineering would perform a complete evaluation of the ice plant facilities at the Pelham Civic Complex & Ice Arena.

14. **Resolution 2022-02-07-11** for consideration to accept and award the lowest responsive and responsible Base Bid and Alternate 2 to Coston General Contractors, Inc. for the renovations to the Conference Center/Banquet Hall area at the Pelham Civic Complex & Ice Arena

Acting City Engineer Chris Cousins explained the renovations currently planned at the Pelham Civic Complex & Ice Arena. He stated the renovations should be completed by June 2022.

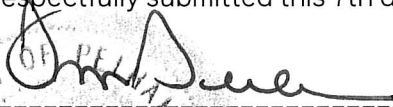
- F. Public Hearing(s) – None
- G. Mayor's Comments – None
- H. Proclamation(s) by the Mayor and Others – None
- I. Report of the City Manager
- J. Report of the City Attorney
- K. Request(s) to Address the Council – None
- L. Old Business / Resolutions / Ordinances / Orders and Other Business – None
- M. New Business / Resolutions / Ordinances / Orders and Other Business – None

(End of February 7, 2022 Agenda Review)

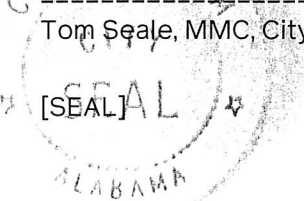
Adjournment

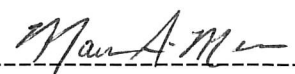
A motion to adjourn the work session was made by Councilmember Coram and seconded by Councilmember Wash. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 6:52 p.m.

Respectfully submitted this 7th day of February 2022.



Tom Seale, MMC, City Clerk/Treasurer





Maurice Mercer, President of the Council