



CITY COUNCIL WORK SESSION MINUTES

Pelham Senior Center
March 21, 2022 – 4:00 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, March 21, 2022, at 4:00 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 4:00 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

The city clerk/treasurer recorded all elected officials 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 March 7, 2022 Regular 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 is appropriate under Section 36-25A-7(6) Code of Alabama 1975, as amended.

A motion was made by Councilmember Palmer to enter an Executive Session of the city council for the stated purpose. Said motion was seconded by Councilmember Coram. 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>Yes</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 Economic Development Michael Simon, Director of Development Services & Public Works Andre` Bittas 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 10 minutes. The city council went into Executive Session at 4:02 p.m.

Councilmember Coram moved to adjourn the Executive Session. Said motion was seconded by Councilmember Palmer. The motion passed unanimously by voice vote of those members present, and the Executive Session was adjourned at 4:07 p.m.

Council President Mercer called the work session back to order at 4:08 p.m.

Interviews

The following individuals were interviewed for the three vacancies on the Pelham Cooperative District Board of Directors.

1. James Harris
2. Connita Griffin Turner
3. Jeff Zissette

Old Business

1. Discussion - Draft Request for Proposals and Developer Qualifications for the City owned property known as the Oak Mountain Trail development site (formerly known as the Susan Schein property)

Director of Economic Development Michael Simon asked the city council if they had any questions or concerns before releasing the Request for Proposals (RFP) on the Oak Mountain Trail development site. There were no questions or comments from the city council. Mr. Simon reviewed the RFP documents and estimated timeline.

Interviews - Continued

The following individuals were interviewed for Place 4 on the Pelham Board of Education.

1. LaTanya L. Dawson
2. Misty Gillispie
3. Shannon White

New Business

1. Discussion – Procedures for Penalty Wavier of Various Taxes & Fees due the City of Pelham

Finance Director Jamie Wagner discussed procedures for the waiving of various delinquent sales, use and business license penalties due the city. She stated adopting Resolution 2022-03-21-03 will provide a fair, consistent and equitable review of delinquent taxpayer requests. There were no questions or comments from the city council.

2. Discussion – Real Estate Purchase Agreement (1904 Montgomery Highway, Pelham, AL)

Director of Economic Development Michael Simon reviewed the real estate purchase agreement. He stated the primary purpose of the purchase is to improve the gateways into the City of Pelham. There were no questions or comments from the city council.

Interviews – Pelham Board of Education - Continued

1. Chuck McBryde

Review of March 21, 2022 Council Agenda

Council President Mercer reviewed the March 21, 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 March 21, 2022 City Council Agenda
2. Approval of the March 7, 2022 Regular Council Meeting Minutes
3. Approval of non-budgeted expenses from restricted fund accounts: None
4. **Resolution 2022-03-21-01** for consideration to accept the lone bid for the purchase of five (5) 2021 Dodge Chargers from Stivers Chrysler, Dodge, Jeep, Ram

There were no questions or comments from the city council.

5. **Resolution 2022-03-21-02** for consideration to enter into a real estate purchase agreement for property located at 1904 Montgomery Highway, Pelham, Alabama 35124

There were no questions or comments from the city council.

6. **Resolution 2022-03-21-03** for consideration to approve procedures for the waiving of various delinquent sales, use and business license penalties due the city

There were no questions or comments from the city council.

7. **Resolution 2022-03-21-04** for consideration to approve a professional services agreement with EEFS Company, PC to provide surveying and engineering design work for three additional parking spaces and an Americans with Disabilities Act (ADA) compliant sidewalk in front of the Pelham Police & Court Building

Director of Development Services & Public Works Andre` Bittas stated the necessity to engage an engineering firm to provide surveying and engineering design work for three additional parking spaces and an ADA compliant sidewalk in front of the Pelham Police & Court Building.

8. **Resolution 2022-03-21-05** for consideration to approve a proposal from Hixon Consultants, Inc. to perform an envelope assessment of Fire Station No. 1

Director of Development Services & Public Works Andre` Bittas explained having received a call from Fire Chief Mike Reid regarding moisture in Fire Station No. 1. Mr. Bittas stated he is requesting Hixon Consultants, Inc. perform an envelope assessment of Fire Station No. 1 to determine the areas which need repair. The city council had several questions regarding the condition of the building. City Manager Gretchen DiFante stated all new buildings and repairs are being monitored by the city engineer and staff.

9. **Resolution 2022-03-21-06** for consideration to approve a public works contract with Temperature Pro Birmingham for the replacement of all six (6) existing HVAC units at the Pelham Racquet Club

Director of Development Services & Public Works Andre` Bittas stated the public works contract involves replacing all existing HVAC units at the Pelham Racquet Club. He further stated the funding has been approved in the FY2022 budget.

New Business - Continued

3. Hub Harvey, Director, Shelby County Emergency Management Agency

Hub Harvey, Director, Shelby County Emergency Management Agency, spoke in support of the city council adopting the 2022 Shelby County Multi-Jurisdictional, Multi-Hazard Mitigation Plan. He stated this document "unlocks" the door into the Federal Management Emergency Agency (FEMA) system. City Manager DiFante spoke in support of the Shelby County Management Agency, Hub Harvey, Mindy Nash and staff.

Review of March 21, 2022 Council Agenda - Continued

10. **Resolution 2022-03-21-07** for consideration to adopt the 2022 Shelby County Multi-Jurisdictional, Multi-Hazard Mitigation Plan

There were no questions or comments from the city council.

F. Public Hearing(s)

1. To consider **Ordinance No. 135-249** an amendment to the zone district boundaries of the City of Pelham changing the present zoning M-1 (Light Industrial District) to B-2 (General Business District) for property located 2774-2788 Pelham Parkway, Pelham, Alabama 35124.
Applicant: Pelham Commercial Development Authority. **(FIRST READING)**

G. Mayor's Comments

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

1. Don Bristow, regarding property located at 3446 Pelham Parkway, Pelham, AL 35124

L. Old Business / Resolutions / Ordinances / Orders and Other Business – None

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

1. **Resolution 2022-03-21-08** for consideration to adopt the City of Pelham 2022 Compensation Pay Plan

There were no questions or comments from the city council.

2. **Ordinance No. 135-249** an amendment to the zone district boundaries of the City of Pelham changing the present zoning M-1 (Light Industrial District) to B-2 (General Business District) for property located 2774-2788 Pelham Parkway, Pelham, Alabama 35124. **(First Reading)**
Applicant: Pelham Commercial Development Authority

There were no questions or comments from the city council.

(End of March 21, 2022 Agenda Review)

Report of the City Manager

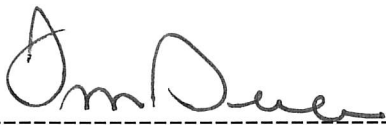
City Manager Gretchen DiFante made the following comments.

- Received confirmation of approval of the city's application for a National Resource Conservation Service grant in the amount of \$800,000 to conduct a creek clean out for areas impacted by the March 25, 2021 tornado and the October 6-7, 2021 flood. She said the city has 220 days to fully complete the project and the countdown began a week ago. She stated the city received the paperwork for the federal release of monies and it was turned around the same day. She further stated Shelby County has unofficially committed to helping cover half the cost of the 25% match required by the city.
- The debris on city property along Bishop Creek has been cleared and removed.
- Met with Andre` Bittas, Michael Simon and a developer today. The developer is interested in acquiring the site adjacent to the Pelham Public Library.
- Met today with representatives of the Birmingham Bulls regarding renewal of their contract for use of the Pelham Civic Complex & Ice Arena.

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 6:30 p.m.

Respectfully submitted this 21st day of March 2022.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

