



CITY COUNCIL WORK SESSION MINUTES

Pelham Senior Center
April 4, 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, April 4, 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 5:00 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: Shelby County Reporter

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

Approval of Minutes

A motion was made by Councilmember Palmer to approve the March 21, 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.

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 Coram to enter an Executive Session of the city council for the stated purpose. Said motion was seconded by Councilmember Palmer. 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 30 minutes. The city council went into Executive Session at 5:01 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 5:32 p.m.

Council President Mercer called the work session back to order at 5:33 p.m.

Old Business

1. Discussion – Pelham Board of Education – Place No. 4 Appointment

It was the consensus of the city council to recommend Shannon White to be appointed to Place No. 4 on the Pelham Board of Education. It was noted all five councilmembers rated Ms. White as their first choice.

A motion was made by Councilmember Palmer to include the name of Shannon White on Resolution 2022-04-04-05 as the appointee to the Pelham Board of Education, Place No. 4. Said motion was seconded by Councilmember Lanier. There being no further discussion the motion passed unanimously by voice vote of those members of the city council present.

New Business – None

Council President Mercer reviewed the April 4, 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 April 4, 2022 City Council Agenda
2. Approval of the March 21, 2022 Regular Council Meeting Minutes
3. Approval of non-budgeted expenses from restricted fund accounts: None
4. **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 was on March 21, 2022.**
5. **Resolution 2022-04-04-01** for consideration of a request by AT&T for a special use permit to modify their equipment on an existing tower located at 2000 Bearden Road, MOD 5

Jeff Bass, with the Center for Municipal Solutions (CMS), the city's telecommunications consultants stated AT&T has made application to modify their equipment on the existing tower located at 2000 Bearden Road. He said the existing tower is a 150-foot self-support tower and AT&T is currently providing service from this facility at a height of 120 feet. Mr. Bass stated AT&T currently has nine (9) antennas mounted on the tower and proposes to remove three (3) antennas and replace them with six (6) new antennas on the tower. He further stated the new antennas will be stacked and in the same position as the antennas being removed. He said AT&T proposes to add three (3) new remote radio units behind the antennas and to add three (3) DC power cables and one (1) hybrid feed line to the face of the tower. Mr. Bass said this is not a substantial modification as defined by the Federal Communications Commission (FCC) and should not have a negative effect on the aesthetics of the facility. He stated CMS recommends approval of the request and adoption of Resolution 2022-04-04-01.

6. **Resolution 2022-04-04-02** for consideration of a request by AT&T for a special use permit to modify their equipment on an existing tower located at 2030 Valleydale Terrace MOD 3

Jeff Bass, with the Center for Municipal Solutions (CMS), the city's telecommunications consultants stated AT&T has made application to modify their equipment on the existing tower located at 2030 Valleydale Terrace. He said the existing tower is a 180-foot monopole tower and AT&T is currently providing service from this facility at a height of 177 feet. Mr. Bass stated AT&T currently has nine (9) antennas mounted on the tower and proposes to remove three (3) antennas and replace them with nine (9) new antennas on the tower. He further stated six of the new antennas will be stacked and in the same position as one of the antennas being removed. He said other three (3) new antennas will be swapped out antenna for antenna. He said AT&T proposes to add three (3) new remote radio units behind the antennas and to

remove one (1) DC power cable and will add three (3) DC power cables and one (1) hybrid feed line inside the monopoles shaft. Mr. Bass said this is not a substantial modification as defined by the Federal Communications Commission (FCC) and should not have a negative effect on the aesthetics of the facility. He stated CMS recommends approval of the request and adoption of Resolution 2022-04-04-02.

7. **Resolution 2022-04-04-03** for consideration of a request by AT&T for a special use permit to modify their equipment on an existing tower located at 5050 Beabout Drive MOD 5

Jeff Bass, with the Center for Municipal Solutions (CMS), the city's telecommunications consultants stated AT&T has made application to modify their equipment on the existing tower located at 5050 Beabout Drive. He said the existing tower is a 160-foot monopole tower and AT&T is currently providing service from this facility at a height of 137 feet. Mr. Bass stated AT&T currently has nine (9) antennas mounted on the tower and proposes to remove six (6) antennas and replace them with nine (9) new antennas on the tower. He said AT&T proposes to remove three (3) remote radio units and six (6) tower mounted amplifiers and add one (1) surge protector and three (3) new remote radio units back to the tower. Mr. Bass said the remote radio units will be mounted behind the antennas and AT&T proposes to add two (2) DC power cables and one (1) hybrid feed line inside the monopoles shaft. Mr. Bass said this is not a substantial modification as defined by the Federal Communications Commission (FCC) and should not have a negative effect on the aesthetics of the facility. He stated CMS recommends approval of the request and adoption of Resolution 2022-04-04-03.

8. **Resolution 2022-04-04-04** for consideration of a request by AT&T for a special use permit to modify their equipment on an existing tower located at 5010 Oak Mountain Lane MOD 2

Jeff Bass, with the Center for Municipal Solutions (CMS), the city's telecommunications consultants stated AT&T has made application to modify their equipment on the existing tower located at 5010 Oak Mountain Lane. He said the existing tower is a 150-foot monopole tower and AT&T is currently providing service from this facility at a height of 152 feet. Mr. Bass stated AT&T currently has nine (9) antennas mounted on the tower and proposes to remove four (4) antennas and replace them with seven (7) new antennas on the tower. He said they propose to remove eight (8) remote radio units and six (6) tower mounted amplifiers and add one (1) surge protector and four (4) new remote radio units back to the tower. Mr. Bass said the remote radio units will be mounted behind the antennas and will further propose to add one (1) DC power cables and one (1) hybrid feed line inside the monopoles shaft. He said AT&T will be removing the existing antenna mount platform and will replace it with a new model. Mr. Bass said this is not a substantial modification as defined by the Federal Communications Commission (FCC) and should not have a negative effect on the aesthetics of the facility. He stated CMS recommends approval of the request and adoption of Resolution 2022-04-04-04.

9. **Resolution 2022-04-04-05** for consideration to appoint a citizen to the Pelham Board of Education, Place 4, with the term of office ending June 2027.

There were no additional questions from the city council.

10. **Resolution 2022-04-04-06** for consideration to accept the lowest and most responsive bid for the Oak Mountain Trail site development project

Director of Development Services & Public Works Andre` Bittas explained this is the bid package for the site development. He stated the city has been coordinating the project with the Alabama Department of Transportation (ALDOT) and the Shelby County Highway Department.

11. **Resolution 2022-04-04-07** for consideration to enter into a professional services agreement with Barrett Architecture Studio, LLC to provide conceptual design services for interior renovations and remodeling at the Pelham Racquet Club

Director of Development Services & Public Works Andre` Bittas explained the need to engage an architect for the purpose of renovations and remodeling at the Pelham Racquet Club. Racquet Club Director Chaney Mills stated the need for a conceptual design for better utilization of the interior space.

- F. Public Hearing(s) – None
- 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 – None
- L. Old Business / Resolutions / Ordinances / Orders and Other Business – None
- M. New Business / Resolutions / Ordinances / Orders and Other Business

1. **Resolution 2022-04-04-08** for consideration to establish a leave accrual rate for classified employees of the Pelham Police Department

Human Resources Director Tracy Hill and Police Chief Pat Cheatwood stated since certain staff at the police department are now working 2,184 hours per year an accrual rate adjustment for those 12-hour shift employees is necessary.

2. **Resolution 2022-04-04-09** for consideration to establish pay stipends for Police Field Training Officers and K-9 handlers in various city departments

Human Resources Director Tracy Hill and Police Chief Pat Cheatwood explained the need to establish a payment method for police field training officers and K-9 handlers since the passage of the new classification pay plan. Several questions were posed by the city council will regard to the implementation of the pay stipends.

New Employee Introductions

The following new employees were introduced to the city council:

- Mike Freeman, Police – Officer
- Wes Barnett, Police – Officer
- Gurinder Singh, Police – Officer
- Ja'Marius George, Police – Officer

- Matthew Clark, Police – Officer
- Melanie Carden, Library – Senior Librarian Technology
- Tammy Walker, Finance – Administrative Assistant
- Allison Gailey, Finance – Financial Analyst

3. **Resolution 2022-04-04-10** for consideration to amend the FY2022 Water Department budget for the purchase of materials for construction of a loop in The Highlands subdivision to reduce water line flushing

Director of Development Services & Public Works Andre` Bittas explained the lack of homes in The Highlands requires the periodic flushing of the lines to maintain proper chlorine levels. He said the addition of the loop will keep the water fresh and reduce the water loss in this area due to flushing. He stated the savings for this project will pay for itself within about nine months.

Acting City Engineer Chris Cousins further explained the project is a joint effort between the city and The Highlands developer.

4. **Resolution 2022-04-04-11** for consideration to amend the FY2022 Water Department budget for the purchase of a small vacuum trailer due to a price increase

Director of Development Services & Public Works Andre` Bittas explained the need to amend the FY2022 Water budget for the purchase of a small vacuum trailer due to a price increase.

5. **Resolution 2022-04-04-12** for consideration to amend the FY2022 Public Works Department (Street) budget for the purchase of a John Deere mower due to a price increase

Director of Development Services & Public Works Andre` Bittas explained the need to amend the FY2022 Water budget for the purchase of a John Deere mower and accessories due to a price increase.

A motion was made by Councilmember Wash to move the five resolutions on the City Council Agenda under New Business to the Consent Agenda. Said motion was seconded by Councilmember Lanier. There being no further discussion the motion passed unanimously by those members of the city council present.

(End of April 4, 2022 Agenda Review)

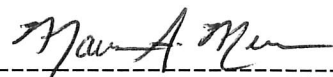
Adjournment

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 6:28 p.m.

Respectfully submitted this 4th day of April 2022.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

[SEAL]