



CITY COUNCIL WORK SESSION MINUTES

Pelham Police & Court Building
September 19, 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, September 19, 2022, at 4:00 p.m. The regular work session was held in the Pelham Police & Court Building and was open to the public.

Call to Order

The work session was called to order by Council President Mercer at 4:07 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 the attendance of all elected officials and announced a quorum was present. City Manager Gretchen DiFante and City Attorney Josh Arnold were present.

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 September 6, 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.

New Business

1. Discussion – Police Department Pistols and Accessories Bid

Police Chief Pat Cheatwood provided the city council with documentation regarding the bid opening held today. Councilmember Palmer inquired about the items included as accessories in the bid. Chief Cheatwood provided the information. Chief Cheatwood explained how the pistols and accessories would be paid for. The delivery date is to be determined.

2. Discussion - Set date and time for interviews for various city board appointments

Council President Mercer led the discussion in setting dates and times for interviews for various city board appointments. It was the consensus of the city council to conduct interviews on October 17, 2022 beginning at 4:00 p.m. He asked the city clerk to provide the city council will resumes of each applicant and a listing of all board positions.

3. Discussion - Set date and time for Pelham Water Board meeting

Council President Mercer led the discussion in setting a date and time for the next Pelham Water Board meeting. He stated the city council would schedule a Water Board Meeting at a later date, if needed.

Executive Session

Council President Mercer stated for the record the purpose of the Executive Session is to discuss the legal ramifications of and legal options for pending litigation, controversies not yet being litigated, but imminently likely to be litigated if the governmental body pursues a proposed course of action under Section 36-25A-7(3)(a), 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(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 Lanier. 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 Development Services & Public Works Andre' 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 45 minutes. He said at that time the work session would be called back to order. The city council went into Executive Session at 4:21 p.m.

Councilmember Coram moved to adjourn the Executive Session. Said motion was seconded by Councilmember Wash. The motion passed unanimously by voice vote of those members present and the Executive Session was adjourned at 5:26 p.m.

Council President Mercer called the council work session back to order at 5:32 p.m.

Request to Address the City Council - None

Old Business – None

New Business - Continued

4. Results/Discussion – WBRC FOX 6 Staycation Campaign Title Sponsorship

Communications and Branding Manager Ainsley Allision introduced Brad Harris, Accountant Executive and Eric Bushue, Digital Sales, with the WBRC FOX 6 Staycation Campaign. Mr. Harris and Mr. Bushue reviewed the pageviews and banner advertisements of the various subject campaigns. They explained geofencing as a part of the target marketing. They stated over 1 million views were logged during the two-month long broadcast campaign. Mr. Bushue said there were over 500,000 views on social media. The entire two-month campaign resulted in 2.8 million “impressions”. The city council stated they were overwhelmed with the campaign and were pleased with the results. City staff Ainsley Allison, Hal Brown, Chaney Mills and Steve St. John were thanked by the city council for their contributions to the campaign.

5. Update – U.S. Highway 31 Lighting Project

Director of Development Services & Public Works Andre` Bittas reviewed the project. He stated Sain Associates were contracted to review the project and make recommendations to the cost and impact to the city. Jeff Stevenson, Sain Associates, provided an update and overview of the Highway 31 lighting project. He discussed the project team which has been assembled for field discovery, evaluation, planning, solutions and documentation. He offered suggestions in replacing the lights and poles throughout the project. Mr. Stevenson said the project estimated 360 new poles with 160 feet spacing between each. He estimated the preliminary cost to be \$9 million, \$1.6 million per mile, for the 5.7-mile project. Mr. Stevenson suggested a first phase could run from Shelby County Highway 52 to U.S. Highway 119. The city council directed their comments to Mr. Stevenson regarding the project. Mr. Bittas noted the project budget is \$6.3 million. He stated the city would be looking at different funding options. He further stated he would return in several months with additional information and updates.

Review of September 19, 2022 Council Agenda

Council President Mercer reviewed the September 19, 2022 city council agenda.

E. Consent Agenda

A consent agenda is presented by the presiding officer 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 presiding officer and City Council.

1. Approval of the September 19, 2022 City Council Agenda
2. Approval of the September 6, 2022 Regular Council Meeting Minutes
3. Approval of non-budgeted expenses from restricted fund accounts: None
4. **Resolution 2022-09-19-01** for consideration to approve a agreement between the City of Pelham and Bham Hockey Club, LLC

City Manager Gretchen DiFante stated the Birmingham Bulls have requested Resolution 2022-09-19-01 be removed from tonight's agenda. She said Chris Early, a partner with the Birmingham Bulls, has requested additional time for a review of the proposed agreement by all Bulls' partners.

Councilmember Lanier made a motion to remove Resolution 2022-09-19-01 from the September 19, 2022 city council agenda. Said motion was seconded by Councilmember Coram. There being no further discussion the motion passed unanimously by voice vote of those members present and Resolution 2022-09-19-01 was removed from the agenda.

5. **Resolution 2022-09-19-02** for consideration to adopt the City of Pelham's Fiscal Year 2023 Budgets

City Manager Gretchen DiFante stated the city council was provided a worst-case scenario regarding the residential garbage contract. She stated the Cahaba Solid Waste Disposal Authority has called a meeting to discuss Amwaste's proposed contract modification. Councilmember Palmer commented on the proposed FY2023 budget and thanked all those involved with the budget preparation. He cautioned the Finance Department to watch the budget numbers throughout the year. City Manager DiFante and Finance Director Jamie Wagner said the finance team will keep a close eye on all revenues and expenses. The city council thanked City Manager Gretchen DiFante, Finance Director Jamie Wagner and the entire Finance Team for their hard work in preparing the FY2023 budget.

6. **Resolution 2022-09-19-03** for consideration to approve the City of Pelham's application for funding from the Railroad Crossing Elimination Grant Program (RCEP)

Director of Development Services & Public Works Andre` Bittas stated the city is applying for a RCEP grant which is due on October 4, 2022. He thanked those involved with supporting the city's application. City Manager DiFante stated the city has received 25 letters of support for our application.

Councilmember Wash made a motion to move Resolution 2022-09-19-03 from the September 19, 2022 city council consent agenda to New Business. Said motion was seconded by Councilmember Coram. There being no further discussion the motion passed unanimously by voice vote of those members present and Resolution 2022-09-19-03 was moved to New Business on the September 19, 2022 council agenda.

7. **Resolution 2022-09-19-04** for consideration to support the City of Pelham's request for funding from the Railroad Crossing Elimination Grant Program (RCEP)

Councilmember Wash made a motion to move Resolution 2022-09-19-04 from the September 19, 2022 city council consent agenda to New Business. Said motion was seconded by Councilmember Coram. There being no further discussion the motion passed unanimously by voice vote of those members present and Resolution 2022-09-19-04 was moved to New Business on the September 19, 2022 council agenda.

8. **Resolution 2022-09-19-05** for consideration to enter into a professional services contract with MW/Davis Dumas and Associates to assess the existing HVAC and plumbing equipment at the Pelham Civic Complex & Ice Arena for future planning for replacements and upgrades

Director of Development Services & Public Works Andre` Bittas noted the city prepared an audit several years ago with the assistance of Edmonds Engineering to determine the equipment needing to be replaced city-wide. He said the city is requesting to hire an engineering firm to provide a more in-depth evaluation and to assess all the mechanical equipment at the Pelham Civic Complex & Ice Arena. City Manager DiFante stated the current HVAC and mechanical systems design at the Pelham Civic Complex & Ice Arena is not efficient.

9. **Resolution 2022-09-19-06** for consideration to transfer funds to establish a Capital Projects Fund checking account

Finance Director Jamie Wagner stated the city will be able to better track the capital projects expenditures throughout the budget year with the new checking account. She further stated up-to-date allocation reports can be generated as to how the projects will be paid.

10. **Resolution 2022-09-19-07** for consideration to approve the lowest and most responsive bid for the purchase of pistols and accessories for the Pelham Police Department

There were no questions or comments from the city council.

F. Public Hearing(s) - None

G. Mayor's Comments

H. Proclamation(s) by the Mayor and Others

1. Proclaiming September 17-23, 2022 as Constitution Week in the City of Pelham

I. Report of the City Manager

J. Report of the City Attorney - None

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

(End of September 19, 2022 Agenda Review)

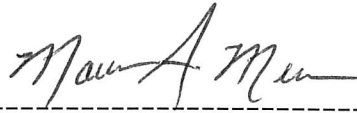
Adjournment

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 6:59 p.m.

Respectfully submitted this 19th day of September 2022.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

