



CITY COUNCIL WORK SESSION MINUTES

Pelham Police & Court Building

October 17, 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, October 17, 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 4:03 p.m.

Record of Attendance

The following elected officials were present:

Council President Maurice Mercer
Councilmember Larry Palmer
Councilmember Rick Wash
Councilmember Mildred Lanier
Mayor Gary Waters

Not Present: Councilmember David Coram

The city clerk/treasurer recorded the attendance of the elected officials and announced a quorum was present. Councilmember Coram and City Manager Gretchen DiFante were not present. City Attorney Josh Arnold was 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 Lanier to approve the October 3, 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.

Municipal Board Interviews

The following individuals were interviewed for various vacancies on City of Pelham Municipal Boards.

1. Gerren Whitlock (Library)
2. Michael Yonosko (Parks & Recreation)
3. Kevin Jones (Parks & Recreation)
4. Bob Burleson (Zoning Board of Adjustments)
5. Jillian Green (Parks & Recreation) – Unable to Attend
6. Leonard Smith (Parks & Recreation)
7. Melissa Jones (Parks & Recreation)
8. Judy Mannings (Library)
9. Janna Jones (Library)
10. Jazmine Gagner (Parks & Recreation)
11. Megan Everett (Parks & Recreation) – Unable to Attend

Old Business – None

New Business

Mayor Waters announced the reappointment of Chad Hester to the Planning and Zoning Commission.

Council President Mercer asked the city clerk/treasurer to contact La Fran Marks to measure his interest in applying for and serving on the Zoning Board of Adjustment. Councilmember Lanier concurred.

Council President Mercer asked the city clerk/treasurer to bring the appointment resolutions to the city council for their consideration at the November 7th city council meeting.

Councilmember Lanier suggested reopening the applications for Zoning Board of Adjustment and include the Zoning Board of Adjustment and Appeals and the Storm Water Board. Council President Mercer asked the application process be open through November 30, 2022 and the duties and responsibilities for each board be listed on the city website.

Review of October 17, 2022 Council Agenda

Council President Mercer reviewed the October 17, 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 October 17, 2022 City Council Agenda
2. Approval of the October 3, 2022 Regular Council Meeting Minutes
3. Approval of non-budgeted expenses from restricted fund accounts: None
4. **Resolution 2022-10-03-02** for consideration of an ABC license application(s) for a 160 – Special Retail – More than 30 Days, for applicant Shugah's LLC operating under the trade name Shugah's LLC located at 3187 Lee Street, Pelham, Alabama 35124

Deputy Police Chief Doug Setliff stated a site visit has been performed and a request made to the owners to join the Responsible Vendor Program. Judy Gross, owner of Shugah's, addressed the city council. Councilmember Palmer confirmed the proper liquor license had been applied for.

5. **Resolution 2022-10-17-01** for consideration to approve a tax abatement agreement for Vulcan Threaded Products, Inc.

Director of Economic Development Michael Simon addressed the city council. Councilmember Palmer asked Mr. Simon to confirm the tax abatement totals.

6. **Resolution 2022-10-17-02** for consideration to approve a three-year consulting agreement with Cobbs, Allen & Hall, Inc. to provide liability insurance brokerage services for the City of Pelham

City Clerk/Treasurer Tom Seale addressed the city council and explained the process the city used in issuing the Request for Qualifications.

7. **Resolution 2022-10-17-03** for consideration to approve a monthly residential garbage and recycling rate adjustment

Finance Director Jamie Wagner explained the Cahaba Solid Waste Disposal Authority had been approached by Amwaste to include a fuel surcharge in a revised contract. Mrs. Wagner reviewed the proposal with the city council and stated the desire to stay within the approved FY2023 budget. Councilmember Wash asked the Finance Department to keep a close eye on the fuel surcharge going forward. Director of Development Services & Public Works Andre` Bittas noted the average of the fuel costs would be trending down based on the available averages. City Attorney Josh Arnold spoke to the difficulty Shelby County is having with residential solid waste collection.

8. **Resolution 2022-10-17-04** for consideration to approve the lone responsible and responsive bid for the 2022 City Park Lighting Improvements Project authorized in the FY2023 budget

Director of Development Services & Public Works Andre` Bittas stated this is to add lighting to the Dog Park and the south section of the Pelham Trail to improve visibility and safety.

9. **Resolution 2022-10-17-05** for consideration to approve the lowest responsible and responsive bid for the Cahaba Valley Creek Debris Removal Project authorized in the FY2023 budget

Director of Development Services & Public Works Andre` Bittas stated the city applied for a grant for debris removal. The resolution under consideration awards the contract for debris removal to the lowest responsible and responsive bidder. Councilmember Palmer asked about the low bidder and their ability to perform on the contract. Mr. Bittas explained Gray's Tree Removal Service is familiar with the project and has done this type of work in the past. He further explained there would be ongoing project oversight, inspections and documentation.

10. **Resolution 2022-10-17-06** for consideration to authorize a professional services agreement for additional surveying and engineering services for modifications to the existing design plans for Amphitheater Road to match the current "as built" alignment at the intersection of State Park Road and Amphitheater Road

Director of Development Services & Public Works Andre` Bittas explained this is a small design modification to accommodate the current alignment at the intersection of State Park Road and Amphitheater Road.

11. **Resolution 2022-10-17-07** for consideration to approve entering into a master services agreement with Thrive Operations, LLC for cybersecurity, IT support, networking and cloud services

Councilmember Palmer asked with the hiring of an IT Director could the city expect the cost to be reduced. IT/GIS Analyst Matt Griffin stated that was correct. Brian Walker, Thrive Operations, LLC, stated the plan is a temporary bridge to meet the city's needs over the next 12 month for cybersecurity, IT support, networking and cloud services while the new IT Director comes on board. Councilmember Wash asked specifics regarding the proposed contract. Mr. Griffin stated other proposals were reviewed and this was the most cost effective. He further stated the proposed expense is within the FY2023 budget. Councilmember Lanier asked about staff time required for implementation. Mr. Walker explained the implementation process. Assistant to the City Manager Brooke Jenkins explained the city's IT consultant Srikanth Karra, the CIO of Jefferson County, Alabama, recommended approval of the contract. Mayor Waters explained professional services are not required to be bid and recommended moving forward with approving Resolution 2022-10-17-07. Mr. Griffin expressed his concerns if the contract is not approved. City Attorney Josh Arnold confirmed the proposed agreement is a professional services contract.

Councilmember Wash made a motion to move Resolution 2022-10-17-07 from the October 17, 2022 city council consent agenda to the regular agenda under "New Business". Said motion was seconded by Councilmember Lanier. There being no further discussion the motion passed unanimously by voice vote of those members present and Resolution 2022-10-17-07 was moved to the regular city council agenda.

12. **Resolution 2022-10-17-08** for consideration for the City of Pelham to guarantee the Commercial Development Authority's Line of Credit with Central State Bank

Director of Economic Development Michael Simon explained the city has been asked to guarantee the CDA's line of credit. The city attorney and city clerk/treasurer have reviewed the request.

13. **Ordinance 288-15** for consideration to adjust the municipal business license issuance fees. The First Reading was on October 3, 2022.

There were no questions of comments from the city council.

- F. Public Hearing(s) - None
- G. Mayor's Comments
- H. Proclamation(s) by the Mayor and Others - None
- I. Report of the City Manager - None
- 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 - None

(End of October 17, 2022 Agenda Review)

Fire Chief Mike Reid proposed three dates to the city council for the grand opening of Fire Station No. 3 located on Shelby County Highway 11. Those dates are October 30, November 6 and November 13. It was the consensus of the city council to hold the ribbon cutting and grand opening on Sunday, November 13, 2022 from 2:00 pm. until 4:00 p.m.

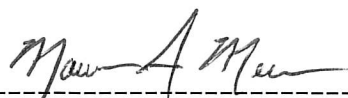
Adjournment

A motion to adjourn the work session was made by Councilmember Wash and seconded by Councilmember Lanier. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 7:06 p.m.

Respectfully submitted this 17th day of October 2022.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

[SEAL]