



CITY COUNCIL WORK SESSION MINUTES

Pelham Police & Court Building

November 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, November 7, 2022, at 5:00 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 5:03 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 the 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 Wash to approve the October 17, 2022 Regular Work Session Minutes.

The motion was seconded by Councilmember Coram.

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 general reputation and character, physical condition, professional competence, or mental health of individuals, or, subject to the limitations set out herein, to discuss the job performance of certain public employees under Section 36-25A-7(1)(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(1)(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 Wash. 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, Police Chief Pat Cheatwood, Human Resources Director Tracy Hill 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. The city council went into Executive Session at 5:03 p.m.

Councilmember Coram moved to adjourn the Executive Session. Said motion was seconded by Councilmember Lanier. The motion passed unanimously by voice vote of those members present and the Executive Session was adjourned at 5: 53 p.m.

Council President Mercer called the work session back to order at 5:55 p.m.

Old Business

1. Discussion – Interviews for Pelham Board of Adjustment Appointments

The city council asked the city clerk/treasurer to contact Joe Schifano, Mike Harris, Michael Kelley and La Fran Marks to attend, if available, the November 21st work session regarding appointments to the Pelham Board of Adjustment.

2. Discussion – Municipal Board Appointments

It was the consensus of the city council to recommend the following appointments to Pelham Parks & Recreation Advisory Board: Kevin Jones, Place No. 3 and Leonard Smith, Place No. 4.

It was the consensus of the city council to recommend the following appointments to Pelham Public Library Board: Judy Mannings, Place No. 1 and Gerren Whitlock, Place No. 5.

New Business – None

Review of November 7, 2022 Council Agenda

Council President Mercer reviewed the November 7, 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 November 7, 2022 City Council Agenda
2. Approval of the October 17, 2022 Regular Council Meeting Minutes
3. Approval of non-budgeted expenses from restricted fund accounts: None
4. **Resolution 2022-11-07-01** for consideration to approve the lowest, most responsive and responsible bid to JG Willens Building, LLC for renovations to Fire Station No. 2. This project has been budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas requested awarding the contract for building repairs at Fire Station No. 2

5. **Resolution 2022-11-07-02** for consideration to authorize replacement of the Buck Creek Sewer Lift Station Pump. This replacement project has been budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas requested awarding the contract for the lift station pump repairs.

6. **Resolution 2022-11-07-03** for consideration to purchase a John Deere 1570 TerrainCut Commercial Front Mower and Fastback Commercial Rear Discharge Deck through the Sourcewell Grounds Maintenance Cooperative Purchasing Contract and to amend the Public Works/Street Department FY2023 budget due to an equipment price increase

Director of Development Services & Public Works Andre` Bittas requested to purchase the commercial mower and accessories for the Street Department and amend the FY2023 Public Works/Street Department budget due to a price increase from the vendor.

7. **Resolution 2022-11-07-04** for consideration to enter into an agreement with the United States Geological Survey to perform required field and analytical work as directed through the city's MS4 Program and Storm Water Ordinance. This work has been budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas stated the contract is to collect stream data for the city's MS4 storm water program.

8. **Resolution 2022-11-07-05** for consideration to enter into a professional services agreement with Barrett Architecture Studio LLC to provide design services for interior renovations at the Pelham Racquet Club. The work has been budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas stated the contract is to begin design work for renovations to the first and second floor at the Pelham Racquet Club.

9. **Resolution 2022-11-07-06** for consideration to enter into a public works contract with Byrd Contractors, Inc. for the purpose of repairing water main leaks on Shelby County Highway 336 and on Shelby County Highway 35

Director of Development Services & Public Works Andre` Bittas stated the contract is to repair water main leaks along Shelby County Highway 336 and Shelby County Highway 35. He further stated it is more cost effective to contract the repairs.

10. **Resolution 2022-11-07-07** for consideration to authorize an agreement with Alabama Power Company for the installation of two new streetlights on Wooddale Lane and accepting responsibility for the monthly electrical bill

Director of Development Services & Public Works Andre` Bittas stated the city is assuming the electrical expense of the streetlights.

11. **Resolution 2022-11-07-08** for consideration to enter into a public works contract with Morrow Water Technologies to remove the High Service pump at the Chandalar Well, to perform necessary repairs and reinstall the pump. This work has been budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas stated this is planned work for FY2023.

12. **Resolution 2022-11-07-09** for consideration to enter into a public works contract with Morrow Water Technologies to remove the pump at the Campbell Ridge Well, to perform necessary repairs, videoing the existing well and reinstall the pump. This work has been budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas stated this is planned work for FY2023.

13. **Resolution 2022-11-07-10** for consideration to award the contract for the City Hall Landscape Project, having received no bids, to Sweetwater Construction LLC. This project was budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas requested the approval of Resolution 2022-11-07-10 to award the landscaping contract for City Hall. He said having received no bids, the city negotiated a contract for the work.

14. **Resolution 2022-11-07-11** for consideration to enter into a professional services agreement with EEFS to provide surveying and engineering design services for an additional parking lot on the west side of the Pelham Civic Complex & Ice Arena. This project has been budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas stated the contract is to begin design work to construct a parking lot on the west side of the Pelham Civic Complex & Ice Arena.

15. **Resolution 2022-11-07-12** for consideration to execute public works contracts for improvements to the Pelham Tennis Center to William's Drywall and Painting LLC, Cardinal Roofing and Home Repair Service. These improvement projects have been budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas stated the contracts under consideration are to complete the renovations of the Tennis Center to include the roof and building envelope.

16. **Resolution 2022-11-07-13** for consideration to authorize the purchase of furniture for the Pelham Civic Complex & Ice Arena through the Alabama Department of Finance's State Bid Contracts and TIPS Purchasing Cooperative. These purchases have been budgeted in FY2023.

Executive Director to the Pelham Civic Complex & Ice Arena Steve St. John distributed a draft of the proposed purchases for the foyer furniture. He stated convenience of the patrons was considered as a part of the furniture decisions.

17. **Resolution 2022-11-07-14** for consideration to appoint citizens to the Pelham Parks & Recreation Advisory Board - Place No. 3 and Place No. 4

It was the consensus of the city council to recommend the following appointments to Pelham Parks & Recreation Advisory Board: Kevin Jones, Place No. 3 and Leonard Smith, Place No. 4

18. **Resolution 2022-11-07-15** for consideration to appoint citizens to the Pelham Public Library Board - Place No. 1 and the unexpired of Place No. 5

It was the consensus of the city council to recommend the following appointments to Pelham Public Library Board: Judy Mannings, Place No. 1 and Gerren Whitlock Place No. 5.

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

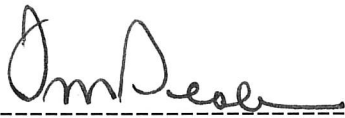
M. New Business / Resolutions / Ordinances / Orders and Other Business – None

(End of November 7, 2022 Agenda Review)

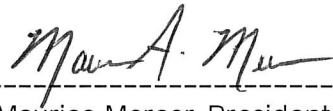
Adjournment

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 6:22 p.m.

Respectfully submitted this 7th day of November 2022.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

