



CITY COUNCIL WORK SESSION MINUTES

Pelham Senior Center
December 19, 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, December 19, 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 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 Coram to approve the December 5, 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.

Retirement Recognition

Mayor Waters and Fire Chief Mike Reid recognized retiring Fire Department Administrative Assistant Robin Wilkerson and her 32 years of dedicated service to the City of Pelham.

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) and 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 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, 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 40 minutes. The city council went into Executive Session at 5:07 p.m.

Councilmember Palmer 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 5:50 p.m.

Council President Mercer called the work session back to order at 5:51 p.m.

Old Business – None

New Business

1. Discussion – Medical Transport Services

Fire Chief Mike Reid led the discussion regarding emergency medical transport and the challenges currently faced by the Pelham Fire Department. Chief Reid stated the final estimated costs to establish medical transport services by the City of Pelham should be available by April 2023. He said the city has 53 paramedics at this time. Several questions were posed by the city council regarding costs and implementation timelines.

2. Update – City Hall Renovations/Move-In Timeline

Director of Development Services Andre` Bittas and Information Technology (IT) Director Chuck Crocker updated the city council on the ongoing renovations at City Hall and the anticipated final move-in date timeline. Mr. Bittas noted the ongoing issues with the supply chain. He explained the processes of completing the City Hall renovations. He stated the anticipated date for construction to be completed will be late January 2023. Mr. Crocker explained the process of testing the IT equipment. He said IT would like to test all equipment during February 2023 to have the first council meeting in the City Council Chambers the first week of March.

3. Discussion – The Shelby County Chamber (Forward Shelby County)

Kirk Mancer, President and CEO of The Shelby County Chamber, addressed the city council requesting their support for "Forward Shelby County". He explained the three-year "Forward Shelby County" investment commitment is \$20,000.00 per year. City Manager Gretchen DiFante explained should the city council wish to move forward in FY2023 with the funding request, a budget amendment would be required.

4. Discussion – FEMA Buyout Grant

City Manager Gretchen DiFante stated the city was not awarded the FEMA buy-out grant. She said the city rated in the middle of those requesting the funding. She further stated Alabama Emergency Management Agency (AEMA) suggested the city apply for a flood mitigation grant. Mrs. DiFante said there is a significant amount of data required for this grant. She said the 83 homeowners who applied for the buyout program would be notified of the recent decision by FEMA.

Review of December 19, 2022 Council Agenda

Council President Mercer reviewed the December 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 December 19, 2022 City Council Agenda
2. Approval of the December 5 , 2022 Regular Council Meeting Minutes
3. Approval of non-budgeted expenses from restricted fund accounts: None

4. **Resolution 2022-12-19-01** for consideration to add the name of Karen Bragan to the memorial obelisk at Pelham City Park sponsored by Councilmember Palmer.

There were no comments or questions from the city council.

5. **Resolution 2022-12-19-02** for consideration to set park hours as recommended by the Pelham Parks & Recreation Advisory Board

There were no comments or questions from the city council.

6. **Resolution 2022-12-19-03** for consideration to approve two (2) 5-year contracts with Axon Enterprise, Inc. for the purchase of police department equipment which have been reviewed and approved by the city attorney. These purchases have been budgeted in FY2023.

Lt. Joey Pitts explained this is a budgeted item for FY2023. He said the current equipment is seven years old. The equipment under consideration includes body cameras, in-car cameras and tasers. He said the old equipment can be surplusd or sold to another municipality currently using Panasonic equipment.

7. **Resolution 2022-12-19-04** for consideration to declare certain personal property of the City of Pelham's Civic Complex & Ice Arena as surplus, which are no longer needed for public or municipal purposes

Pelham Civic Complex & Ice Arena Executive Director Steve St. John explained the item under consideration is a boom lift which has not been moved in five years. He said the boom lift has exceeded its useful life.

8. **Resolution 2022-12-19-05** for consideration to approve an amendment to the Purchase and Sales Agreement approved by Resolution 2022-06-27-06 to convey real property to HES Investments, Inc. located along Pelham Parkway

Jordy Henson, HES Investments, Inc. explained the request for a due diligence extension of 120 days. He said there are several confidential agreements currently under discussion with potential businesses. Mr. Henson said he does not anticipate requesting an additional extension.

9. **Resolution 2022-12-19-06** for consideration to authorize the Mayor to enter into agreements as required for site preparation for a public works project for the Campus No. 124 park project. This work has been budgeted in FY2023.

Director of Development Services Andre` Bittas explained this is a part of the original request by Campus No. 124. He reminded the city council the bid opening last year was four-times more expensive than anticipated. Mr. Bittas stated the city is requesting to partner with the Shelby County to move forward with this project.

10. **Resolution 2022-12-19-07** for consideration to authorize the Mayor to enter into agreements as required for the construction of Pickleball Courts and Pavilion as a public works project at the Pelham Senior Center. This work has been budgeted in FY2023.

Director of Development Services Andre` Bittas stated the plan is to work with Shelby County to build the Pickleball Courts and Pavilion at the Pelham Senior Center.

11. **Resolution 2022-12-19-08** for consideration to authorize a public works project with Cardinal Roofing to repair and paint the siding as a part of the Tennis Center Improvements. This work has been budgeted for FY2023. This agreement is in lieu of the Public Works Contract approved by Resolution 2022-11-07-12 executed with Home Repair Service.

Director of Development Services Andre` Bittas stated work began on this project and Home Repair Service was fired for non-performance requiring the hiring of another contractor.

12. **Resolution 2022-12-19-09** for consideration to approve a professional service agreement with Sain Associates to provide design services for the Highway 31 Lighting Project. This work has been budgeted in FY2023.

Director of Development Services Andre` Bittas said this is a \$6 million project. He stated a presentation was made earlier in the year outlining the scope of the project. He stated the Resolution under consideration tonight is to begin the design phase of the project. He further stated the design work on this complex project will take about six months to complete.

13. **Resolution 2022-12-19-10** for consideration to enter into a joint contract with Shelby County, Alabama for the 2023 Aerial Photography and Topographic Mapping Update. This work has been budgeted in FY2023.

Director of Development Services Andre` Bittas stated this is an annual project with Shelby County which has been authorized by the city council for several years.

14. **Resolution 2022-12-19-11** for consideration to accept, having received no bids, the negotiated pricing from Baird Contracting Co., Inc. for the Stratford Lift Station Pump Replacement Project, to authorize the Mayor to sign the Notice of Award and to amend the FY2023 Sewer Budget.

Director of Development Services Andre` Bittas stated this is a budgeted item for continuing maintenance of the lift stations. He further stated this project will require a budget amendment for FY2023.

15. **Resolution 2022-12-19-12** for consideration to authorize a public works contract for repairs and painting at the Pelham Water Works Building – 2nd Floor to William's Drywall and Painting, LLC and to amend the Human Resources FY2023 budget

Director of Development Services Andre` Bittas stated the building needs painting before the Human Resources Department moves into the building on January 3, 2023.

16. **Resolution 2022-12-19-13** for consideration to accept the proposal and enter into a janitorial contract for City Hall with CDI Janitorial Service for the period of December 2022 through June 2023 and to amend the City Clerk FY2023 budget

City Clerk/Treasurer Tom Seale explained the current janitorial services at the temporary City Hall are \$450.00 per month. The proposed cost will increase to \$1,985.00 per month upon moving back to City Hall. He stated the increased cost in janitorial services requires an amendment to the FY2023 City Clerk/Treasurer budget.

17. **Resolution 2022-12-19-14** for consideration to accept a grant from the American Association of Retired Persons (AARP) and request project specific funding

Director of Parks & Recreation Brian Cooper stated Dr. Judy Mannings applied for the AARP grant. Dr. Manning addressed the city council and provided an overview of the requested project. She asked the city council to consider using the grant funding for signage and crosswalk striping along the Pelham Greenway Trail. The city council thanked Dr. Mannings for her efforts in obtaining the grant.

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 – None

K. Request(s) to Address the Council

1. Chad Leverett, Pelham Strong

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

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

(End of December 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 7:28 p.m.

Respectfully submitted this 19th day of December 2022.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

