



# CITY COUNCIL MEETING MINUTES

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Pelham Police & Court Building

December 5, 2022 – 7:00 p.m.

Proper notice of the regularly scheduled meeting of the Pelham City Council was given in advance of such public meeting and the notice remained posted throughout the scheduled meeting.

**Date:** December 5, 2022  
**Time:** 7:00 p.m.  
**Place:** Pelham Police & Court Building  
**Present:** Council President Maurice Mercer  
Councilmember David Coram  
Councilmember Larry Palmer  
Councilmember Rick Wash  
Councilmember Mildred Lanier  
Mayor Gary Waters

## CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Council President Mercer called the meeting to order at 7:00 p.m. Mayor Waters led the invocation. The Pledge of Allegiance was led by Councilmember Palmer.

## RECORD OF ATTENDANCE

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.

## 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, 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 considered 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 5, 2022 City Council Agenda
2. Approval of the November 21, 2022 Regular City Council Meeting Minutes
3. Approval of non-budgeted expenses from restricted fund account(s): None
4. **Resolution 2022-12-05-01** authorizing and accepting the dedication of certain public streets(s) and rights-of-way located in the Oak Mountain Trail Development/Grande Vista subdivision (Tractor Supply site.)
5. **Resolution 2022-12-05-02** for consideration to approve the job description and pay ranges for the position of Office Manager in the department of Development Services & Public Works previously reviewed and approved by the Pelham Personnel Board. This position has been budgeted in FY2023.
6. **Resolution 2022-12-05-03** for consideration to approve the job description and pay ranges for the position of Project Manager in the department of Development Services & Public Works previously reviewed and approved by the Pelham Personnel Board. This position has been budgeted in FY2023.

- 7. **Resolution 2022-12-05-04** for consideration to approve a sole source contract to ISO Network, LLC for the purchase and installation of a CCTV system for Pelham City Hall. This work has been budgeted for FY2023 under the City Hall Renovations Landscaping and IT project.
- 8. **Resolution 2022-12-05-05** for consideration to approve a public works contract for the Racquet Club-Clay Court Resurfacing Project, having received no bids, to Welch Tennis Courts, Inc. and amend the Capital Projects Budget. This work was budgeted in FY2023 under the Capital Projects Budget.
- 9. **Resolution 2022-12-05-06** for consideration to approve a public works contract with Bryan's Tile & Stone to repair decking, regrout tile and install a floor drain at the Pelham Racquet Club. This work has been included in the FY2023 budget as a part of the Racquet Club's Maintenance budget.
- 10. **Resolution 2022-12-05-07** for consideration to approve a public works contract with Action Air, LLC for the removal and replacement of eight (8) existing HVAC split systems at the Pelham Senior Center. This work has been budgeted for FY2023.
- 11. **Resolution 2022-12-05-08** for consideration to approve a public works contract with Coston General Contractors to replace the existing valley roof system and address leaks at the Pelham Civic Complex & Ice Arena. This work has been budgeted for FY2023.
- 12. **Resolution 2022-12-05-09** for consideration to approve a professional services contract with MW/Davis Dumas and Associates to provide engineering services for the replacement of the existing water heaters with new instantaneous water heaters, softeners and storage tank at the Pelham Civic Complex & Ice Arena. This work has been budgeted for FY2023.
- 13. **Resolution 2022-12-05-10** for consideration to appoint citizens to the Pelham Zoning Board of Adjustment- Place No. 1 through Place No. 5
- 14. **Resolution 2022-12-05-11** for consideration to declare certain personal property of the City of Pelham's Police Department as surplus, which are no longer needed for public or municipal purposes

Council President Mercer stated the complete text of the agenda, minutes, ordinance(s) and each resolution are available at Pelham City Hall and online at [www.pelhamalabama.gov](http://www.pelhamalabama.gov).

Councilmember Wash moved to adopt the Consent Agenda as presented by Council President Mercer. Councilmember Coram seconded the motion.

Council President Mercer asked the city clerk/treasurer for a roll call vote. The vote to adopt the Consent Agenda 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> |

The motion to adopt the Consent Agenda passed unanimously by roll call vote of those members present and the council president declared the same passed and adopted.

PUBLIC HEARING(S) – None

MAYOR'S REPORT/COMMENTS – None

PROCLAMATION(S) AND RESOLUTION(S) BY THE MAYOR AND OTHERS – None

REPORT OF THE CITY MANAGER

- Introduced Lt. James Grier as Acting Police Chief for the City of Pelham. The city council congratulated Lt. Grier on his appointment.

- Informed the city council of Steve St. John's resignation from VenuWorks effective at the end of December. Mr. St. John thanked the city council for the opportunity to work with the city during the transition to a managed facility at the Pelham Civic Complex & Ice Arena. He further stated the city has a great leadership team. The city council thanked Mr. St. John for his dedicated service and leadership to the city.
- Noted having distributed a Police Chief Recruitment brochure to the city council developed by Communications and Branding Manager Ainsley Allison. Human Resources Director Tracy Hill stated the position would be posted for 45 days and would be administered by an outside agency. She explained how the recruitment process would work.
- Stated the City Employee Engagement Survey closed today. She further stated there was a 90% participation among all employees. She said the national average is 73%.
- Noted having included in last week's City Manager Update the 2022 goals established by the city council as a part of her annual performance evaluation.

REPORT OF THE CITY ATTORNEY – None

REQUEST(S) TO ADDRESS THE COUNCIL – None

OLD BUSINESS / RESOLUTIONS / ORDINANCES / ORDERS and OTHER BUSINESS – None

NEW BUSINESS / RESOLUTIONS / ORDINANCES / ORDERS and OTHER BUSINESS – None

PUBLIC COMMENTS

*Public comments are limited to three (3) minutes per speaker. Individuals wishing to address the City Council may after being recognized approach the podium and state their name and physical address prior to making their comments in a respectful manner.*

There were no public comments.

COUNCIL COMMENTS

Councilmember Coram congratulated Pelham Racquet Club Director Chaney Mills on her appointment as Vice Chair of Adult Tournament Competiton (NTRP) Committee for USTA Southern for 2023-2024.. He stated all youth activities begin this week at the Parks & Recreation facilities.

Councilmember Palmer asked everyone to be safe this Christmas season when shopping.

Councilmember Wash said it is an honor to have a Christmas parade in Pelham. He said the parade and activities are a family friendly event for all to enjoy. He encouraged everyone to attend.

Councilmember Lanier thanked Chad Leverett, Councilmember Wash and Pelham Strong for their hard work and dedication surrounding the 2nd Annual "A Pelham Hometown Christmas".

Council President Mercer concurred with the comments of the city council. He wished his wife, Amanda, a Happy Anniversary.

PUBLIC ANNOUNCEMENTS

1. The 2nd Annual "A Pelham Hometown Christmas" will be held on Saturday, December 10, 2022 with activities beginning at 5:00 p.m.
2. City offices will be closed Friday, December 23rd and Monday, December 26th for the Christmas Holidays.
3. Parks & Recreation Programs
  - a. Pelham Youth Spring Sports (Baseball, Softball, T-Ball and Soccer) - Register now and through January 22, 2023.
  - b. Crafting for Little Ones, Tuesday, December 13th from 1:00 p.m. until 2:00 p.m. Ages 3-5 years old. \$5.00 per child. For additional information contact Alicia at 205.621.4773.
  - c. Holiday Parent Getaway, Tuesday, December 20th from 9:00 a.m. until 12:00 noon. Ages 7-12 years old. \$15.00 per child. For additional information contact Christian at 205.620.6426.

ADJOURNMENT

With no other business before the council, Councilmember Coram moved to adjourn the council meeting and Councilmember Lanier seconded the motion. By voice vote, the motion passed unanimously by those members present and the meeting was adjourned at 7:26 p.m.

Respectfully submitted this 5th of December 2022.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

