



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall
Council Conference Room
September 18, 2023 – 5:00 p.m.

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

Members of the Pelham City Council met on Monday, September 18, 2023, at 5:00 p.m. The regular work session was held in the Council Conference Room at Pelham City Hall and was open to the public.

Call to Order

The work session was called to order by Council President Mercer at 5:01 p.m.

Record of Attendance

The following elected officials were present:

Council President Maurice Mercer
Councilmember Rick Wash
Councilmember David Coram
Councilmember Chad Leverett
Councilmember Mildred Lanier-Reed
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 September 5, 2023 Regular Work Session Minutes.

The motion was seconded by Councilmember Wash. There being no further discussion, the council president announced the motion passed by a unanimous 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 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 an Executive Session of the city council for the stated purpose. Said motion was seconded by Councilmember Leverett. 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>
Chad Leverett, Council Member	<u>Yes</u>
Rick Wash, Council Member	<u>Yes</u>
Mildred Lanier-Reed, 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 Director Andre` Bittas, Communications & Branding Manager Ainsley Allison, and City Clerk/Treasurer Tom Seale to attend various portions of the Executive Session. Council President Mercer stated he expected the city council to return from the Executive Session in approximately 60 minutes. The city council went into Executive Session at 5:04 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 6:31 p.m.

Council President Mercer called the work session back to order at 6:32 p.m.

Old Business

1. Discussion - Expiring Terms of City Board-Commission-Authority Positions

Council President Mercer reviewed the expiring terms of City Board-Commission-Authority positions provided by the city clerk/treasurer. City Manager DiFante informed the city council of the pending expiration of the terms of office for members of the Personnel Board. Council President Mercer asked the city clerk/treasurer to prepare appointment resolutions for city council consideration on October 2, 2023.

2. Update – FEMA Program and Drainage Study

Director of Development Services & Public Works Andre` Bittas updated the city council regarding the \$2.3 million grant match commitment from the city. He suggested applying for all the grants at one time. He stated the city would have sufficient time to budget for the required funding match. City Manager DiFante suggested meeting with the Holland Lakes Homeowners Association (HOA) to make sure there is an understanding the city would be responsible for drainage improvements on public property and the property owners, and the HOA would be responsible for drainage improvements on private property.

New Business

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

Communications and Branding Manager Ainsley Allision introduced Eric Bushue, Digital Solutions Manager, and Kayla Burns, Senior Accountant Executive, with the WBRC FOX 6 Staycation Campaign. Ms. Burns reviewed the page views and banner advertisements of the various subject campaigns. Mr. Bushue said there were over 144,468 views on social media. The two-month campaign resulted in approximately 3 million “impressions”. Additional graphic ads/website accounted for 1,361,897 impressions and 200,004 video ad impressions. Total impressions were 4,562,069. The city council stated they were overwhelmed with the campaign and were pleased with the results. The city council thanked Ms. Burns and Mr. Bushue for their contributions to the campaign.

Review of September 18, 2023 City Council Agenda

Council President Mercer reviewed the September 18, 2023 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 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 18, 2023 City Council Agenda
2. Approval of the September 5, 2023 Regular Council Meeting Minutes
3. **Resolution 2023-09-18-01** for consideration to adopt the City of Pelham’s Fiscal Year 2024 Operating and Capital Budgets.

It was the consensus of the city council to keep Resolution 2023-09-18-01 on the Consent Agenda.

4. **Resolution 2023-09-18-02** for consideration to approve a quote from Working Fire Furniture & Mattress Co., Inc. for purchase of 11 double-wide lockers for the Fire Station No. 1 Improvements Project. This project was budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas stated Resolution 2023-09-18-02 is for the purchase of 11 double-wide lockers for Fire Station No. 1.

5. **Resolution 2023-09-18-03** for consideration to authorize a public works contract with Cottingham Contracting, Inc. to provide labor and materials for the paving and striping of the parking lot at Coker Park. This project was budgeted in FY2023.

There were no additional comments or questions from the city council.

6. **Resolution 2023-09-18-04** for consideration to approve a proposal from VeloDyne for the replacement of the polymer preparation and feed system at the Pelham Wastewater Treatment Plant. This project was budgeted in FY2023.

There were no additional comments or questions from the city council.

7. **Resolution 2023-09-18-05** for consideration to accept the most responsive and responsible bid from The Eshelman Company, Inc. for the Pelham Wastewater Treatment Plant Filter Equipment Replacement Project. This project was budgeted in FY2023.

There were no additional comments or questions from the city council.

8. **Resolution 2023-09-18-06** for consideration to accept the most responsive and responsible bid for the installation of the clarifier equipment at the Pelham Wastewater Treatment Plant approved for purchase by Resolution 2023-09-05-18. This project was budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas stated adoption of Resolution 2023-09-18-06 is for the installation of clarifier equipment at the Pelham Wastewater Treatment Plant. He further stated the expense is budgeted in FY2023. He noted the equipment purchase was approved by Resolution 2023-09-05-18.

9. **Resolution 2023-09-18-07** for consideration to authorize a public works contract with Lower Bros. Tennis Courts for repairing and resurfacing the nine (9) tennis courts at Pelham City Park. This project was budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas said approving Resolution 2023-09-18-07 with provide repairs and resurfacing of the tennis courts at City Park. He stated the Pelham Racquet Club was successful in applying for and receiving several grants totaling \$31,500.00. He said the grant proceeds will partially pay for the tennis court improvements.

10. **Resolution 2023-09-18-08** for consideration to adopt the Second Amendment to the Solid Waste Collection and Disposal Contract.

City Manager DiFante stated this amendment will allow the Authority to purchase fuel at the government rate. She explained the rebate calculations for the vendor repaying monies to the city.

11. **Resolution 2023-09-18-09** for consideration to accept the most responsive and responsible bid for Clubhouse Patio Furniture at Ballantrae Golf Club. This project is budgeted for FY2024.

Ballantrae Golf Club General Manager Hal Brown explained having received one bid, which he was pleased with. He recommended approval of Resolution 2023-09-18-09.

12. **Resolution 2023-09-18-10** for consideration to amend the Public Works Department's FY2023 budget to apply proceeds from the sale of assets to fund the purchase of a new lawnmower.

There were no additional comments or questions from the city council.

F. Public Hearing(s) – None

G. Mayor's Report/Comments

H. Proclamation(s) by the Mayor and Others

1. Declaring September 17-23, 2023 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

1. **Ordinance No. 135-256** an amendment to the zone district boundaries of the City of Pelham changing the present zoning MX-C (Mixed Use Development District) to R-T (Townhouse Residential District) for property located on the east side of Huntley Parkway approximately 1,500 feet north of Simmsville Road (Shelby County Highway No. 11). (First Reading was on September 5, 2023.)

Applicant: Grants Mill, LLC, 2106 Devereux Circle, Birmingham, AL 35243.

Owner: Louise Ann Pardue Devers, et al, 451 Tranquil Bay Circle, Norwood, NC. 28128

There were no comments or questions from the city council.

M. New Business / Resolutions / Ordinances / Orders and Other Business

1. **Ordinance No. 514** for consideration to declare that certain real property of the City of Pelham, Alabama, is no longer needed for public or municipal purposes and further described as Lot 2, according to the Final Plat of The Grande Vista, a Commercial Subdivision, as recorded in Map Book 56, Page 84 in the office of the Judge of Probate of Shelby County, Alabama. First Reading.

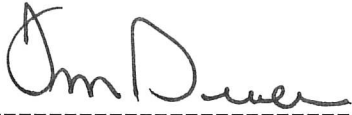
Council President Mercer explained the purpose of declaring the real property surplus at this time. He stated the city is soliciting and reviewing offers to develop the commercial property.

(End of the September 18, 2023 Agenda Review)

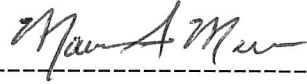
Adjournment

A motion to adjourn the work session was made by Councilmember Coram and seconded by Councilmember Leverett. The motion passed unanimously by voice vote of those members present and the work session was adjourned at 7:03 p.m.

Respectfully submitted this 18th day of September 2023.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

