



# CITY COUNCIL WORK SESSION MINUTES

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Pelham City Hall  
Council Conference Room  
October 2, 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, October 2, 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 5:03 p.m.

## Record of Attendance

The following elected officials were present:

Council President Maurice Mercer  
Councilmember David Coram  
Councilmember Chad Leverett  
Mayor Gary Waters

The following elected official(s) were not present:

Councilmember Rick Wash  
Councilmember Mildred Lanier-Reed

The city clerk/treasurer recorded the attendance of the elected officials and announced a quorum was 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 Coram to approve the September 18, 2023 Regular Work Session Minutes.

The motion was seconded by Councilmember Leverett. 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>Not Present</u> |
| Mildred Lanier-Reed, Council Member | <u>Not Present</u> |

Council President Mercer asked the members of the city council, Mayor Waters, City Attorney Josh Arnold, Police Chief Brent Sugg, 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 25 minutes. The city council went into Executive Session at 5:07 p.m.

Councilmember Coram moved to adjourn the Executive Session. Said motion was seconded by Councilmember Leverett. The motion passed unanimously by voice vote of those members present and the Executive Session was adjourned at 5:27 p.m.

Council President Mercer called the work session back to order at 5:28 p.m.

#### Old Business

##### 1. Discussion - 2024 Severe Weather Preparedness Tax Holiday - February 23-25, 2024

City Clerk/Treasurer Tom Seale stated Resolution 2022-10-03-03 was adopted last year. He said the Resolution authorized the ongoing participation in the Severe Weather Preparedness Tax Holiday unless the Resolution was rescinded by the city council. Mr. Seale further stated if the city council wishes to continue to participate no action is required. Council President Mercer noted Pelham has been a participant in the Severe Weather Preparedness Tax Holiday since its inception. It was the consensus of the city council to continue participating in the annual Severe Weather Preparedness Tax Holiday.

## New Business

1. Presentation - Center For Public Safety Management, LLC (CPSM) Station Feasibility and Fire & EMS Services Operational Analysis

Fire Chief Mike Reid introduced Joe Ponzo and Jim Mauney from the Center for Public Safety Management (CPSM). Chief Reid noted the presentation would be reviewed in depth at a future council work session. Mr. Ponzo is the project manager and presented findings from the audit the city contracted with CPSM to conduct last year through the adoption of Resolution 2022-09-06-06. The main purpose of the audit was to determine the location of future fire and emergency medical services (EMS) stations and to consider the consolidation of two stations. Additionally, to identify operational strengths and opportunities for improvement for fire and EMS delivery. It was noted during the analysis process that the city requested CPSM to review the present state of EMS transport services given the current situation was not meeting the needs of the city. Council President Mercer asked the city council to direct their follow up questions to Chief Reid.

2. Discussion - Inter-Jurisdictional Automatic and Mutual Fire and EMS Aid Agreement between the City of Pelham and the City of Hoover

Fire Chief Mike Reid stated this is a renewal of automatic aid agreements with the City of Hoover. He stated there are no changes from previously adopted versions of the agreement.

3. Discussion - Pelham City Cemetery Rules and Regulations

Director of Development Services & Public Works Andre` Bittas presented the proposed Pelham City Cemetery Rules and Regulations for city council review and consideration. He said the city has no policy or procedures to manage the city cemetery. He noted the expense and liability the city incurs when opening and closing graves. Mr. Bittas stated the city attorney has reviewed and approved the proposed rules and regulations. He further stated the city would continue to maintain the city cemetery. City Attorney Josh Arnold weighed in on the need to establish rules and regulations governing the city cemetery.

Council President Mercer asked the city clerk/treasurer to draft a resolution for the October 16, 2023 council agenda for consideration to adopt the Pelham City Cemetery Rules and Regulations.

## Review of October 2, 2023 City Council Agenda

Council President Mercer reviewed the October 2, 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 October 2, 2023 City Council Agenda
2. Approval of the September 18, 2023 Regular Council Meeting Minutes
3. **Resolution 2023-10-02-01** for consideration to enter into an Inter-Jurisdictional Automatic and Mutual Fire and EMS Aid Agreement between the City of Pelham and the City of Hoover.

There were no comments or questions from the city council.

4. **Resolution 2023-10-02-02** for consideration to approve the most responsive and responsible bid for emergency equipment and installation on Pelham Police Department vehicles.

There were no comments or questions from the city council.

5. **Resolution 2023-10-02-03** for consideration to reappoint citizens to the Pelham Zoning Board of Adjustment- Place No. 4, Place No. 5 and Supernumerary Place No. 1, and Place No. 2.

There were no comments or questions from the city council.

6. **Resolution 2023-10-02-04** for consideration to reappoint citizens to the Pelham Parks & Recreation Advisory Board - Place No. 6 and Place No. 7.

There were no comments or questions from the city council.

7. **Resolution 2023-10-02-05** for consideration to approve Change Order No. 1 for additional work for the FY2023 Pelham Resurfacing Project. This project was budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas stated the change order is to allow for additional work as a part of the FY2023 Resurfacing Project. He explained the projects under consideration. He further stated the all the resurfacing projects were budgeted in FY2023.

8. **Resolution 2023-10-02-06** for consideration to accept the most responsive and responsible bid from Baird Contracting Co., Inc. for the Sanitary Sewer Rehabilitation Phase III. This project was budgeted in FY2023.

Director of Development Services & Public Works Andre` Bittas stated Resolution 2023-10-02-06 is for approval of Phase III of the ongoing Sanitary Sewer Rehabilitation Project. He further stated the rehabilitation project was budgeted in FY2023 and he recommends approval of the Resolution.

F. Public Hearing(s) – None

G. Recognition of Retirees

1. Barry Hodges, Operator IV, Pelham Sewer Department
2. Lt. Mike Williams, Pelham Police Department

H. Mayor's Report/Comments

I. Proclamation(s) by the Mayor and Others – None

J. Report of the City Manager – None

K. Report of the City Attorney – None

L. Request(s) to Address the Council – None

M. Old 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 was on September 18, 2023.

There were no comments or questions from the city council.

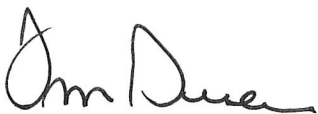
N. New Business / Resolutions / Ordinances / Orders and Other Business – None

*(End of the October 2, 2023 Agenda Review)*

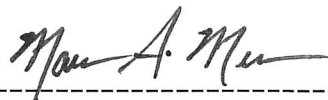
Adjournment

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 6:58 p.m.

Respectfully submitted this 2nd day of October 2023.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

