



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall
Council Conference Room
February 5, 2024 – 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, February 5, 2024 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 5:00 p.m.

Record of Attendance

The following elected officials were present:

Council President Maurice Mercer
Councilmember David Coram
Councilmember Chad Leverett
Councilmember Rick Wash
Councilmember Place No. 5: Vacant
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: Shelby County Reporter

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 January 22, 2024 Regular Work Session Minutes.

The motion was seconded by Councilmember Coram. There being no further discussion, the council president announced the motion passed by a unanimous voice vote of those members present.

Interviews – Pelham Public Library Board

The city council interviewed the following applicants for a position on the Pelham Public Library Board.

1. Amy Milling
2. Michael Papp
3. Rhonda Wilson

Old Business

1. Discussion – Oak Mountain Trail Marketing Plan (Schedule Special Work Session)

City Manager DiFante and Economic Development Director Michael Simon asked the city council to review their calendars to set a date and time to discuss the Oak Mountain Trail Marketing Plan. Councilmember Coram asked to have Real Estate Broker Mark Dinan provide specific contacts he has made in his effort to sell the property. Further, Councilmember Coram asked how the city council could assist with the marketing of the property. Councilmember Leverett asked about a continuous right turn lane on Shelby County Highway 52E on to I-65. Councilmember Wash stated he agreed with the comments of Councilmember Coram. He noted Mr. Dinan's marketing contract will soon expire. Council President Mercer asked the city council to consider and submit potential businesses for the city properties.

It was the consensus of the city council to set the date and time for a special work session for Monday, March 11, 2024, at 5:00 p.m., pending Mr. Dinan's availability.

New Business

1. Discussion – Applicants for the Pelham City Council Place No. 5 and the Pelham Personnel Board

It was noted that the Pelham City Council has scheduled a special Work Session on Tuesday, February 13, 2024, at 4:00 p.m. in the Council Chambers for the purpose of interviewing candidates to fill the Place No. 5 vacancy on the Pelham City Council. The city council discussed the number of questions, and the time allocated for each interview. City Manager Gretchen DiFante stated she and Human Resources Director Tracy Hill will review the Knowledge, Skills, and Abilities interview questions (KSAs), make suggestions, and provide to the city council for review. The Personnel Board will be scheduling interviews next week for an appointment to the Personnel Board.

Review of February 5, 2024 City Council Agenda

Council President Mercer reviewed the January 22, 2024 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 February 5, 2024 City Council Agenda

2. Approval of the January 22, 2024 Regular Council Meeting Minutes

3. **Resolution 2024-02-05-01** for consideration to declare certain personal property (Police Department) of the City of Pelham, which are no longer needed for public or municipal purposes, as surplus.

Police Chief Brent Sugg addressed the city council and requested Baghera, a black Labrador, be declared as surplus property. He stated the city has three bomb detection K9s. Chief Sugg said the city would like to move toward acquiring a drug K9. He further stated if Resolution 2024-02-05-01 is adopted the K9 would be auctioned, sold, or donated to another law enforcement agency.

4. **Resolution 2024-02-05-02** for consideration to approve a summary change order and an FY2024 budget amendment for completion of the Heather Ridge Well Pump Repair.

Director of Development Services & Public Works Andre` Bittas explained the project was completed \$1,187.35 over the contract amount due to additional work required. He said the original expense was approved by Resolution 2023-04-03-05. Mr. Bittas further stated, with the summary change order, the total construction cost is \$83,144.52.

He requested approval of the change order and to amend the capital project budget by the same amount.

- F. Public Hearing(s) – None
- G. Mayor's Report/Comments
- H. Proclamation(s) by the Mayor and Others – None
- I. Report of the City Manager
- J. Report of the City Attorney

City Attorney Josh Arnold stated the city's revised Civil Service Act has been pre-filed for the 2024 session of the Alabama Legislature.

- 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

1. **Resolution 2024-02-05-03** for consideration of ABC license application for 050 – Retail Beer (Off Premises Only), 070 – Retail Table Wine (Off Premises Only) for applicant Circle K Stores, Inc. operating under the trade name Circle K Store 2709335 located at 3000 Pelham Parkway, Alabama 35124.

Councilmember David Coram reported this is a convenience store operated by Circle K and is located at 3000 Pelham Parkway, the former location of MAPCO. He said Circle K is familiar with the Responsible Vendor Program and will adhere to the requirements. Makeda Jones, Store Manager with Circle K Stores, Inc. was present. She stated Circle K has purchased several MAPCO locations in our area.

(End of the February 5, 2024 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 6:34 p.m.

Respectfully submitted this 5th day of February 2024.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

