



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall

Council Chambers

April 1, 2024 – 4:00 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, April 1, 2024 at 4:00 p.m. The regular work session was held in the Council Chambers 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 4:00 p.m.

Record of Attendance

The following elected officials were present:

President of the Council Maurice Mercer
Councilmember David Coram
Councilmember Chad Leverett
Councilmember Rick Wash
Councilmember Michael Harris, Jr.
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 Coram to approve the March 18, 2024 Regular Work Session Minutes.

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

New Business

1. Discussion – Expiring Agreement (Real Estate Broker-Oak Mountain Trail Properties)

Director of Economic Development Michael Simon stated the listing agreement with Real Estate Broker Mark Dinan expires on April 3, 2024. Mr. Simon recommended continuing the agreement for an additional six months. He stated statistically, a professional real estate broker is more successful in marketing the property. Councilmember Coram stated he was in favor of the six months extension, with added incentives. Councilmember Wash stated Mr. Dinan gives the city excellent exposure and agrees to the six-month extension but with no incentives. Councilmember Leverett and Councilmember Harris concurred with Councilmember Wash's comments. Councilmember Coram expanded on his comments regarding the additional incentives. Mr. Simon suggested not incentivizing the real estate broker further but offering incentives to the end user of the property.

Mr. Simon stated he would bring a listing agreement to the April 15, 2024 work session agenda for city council consideration. City Manager DiFante explained how Pelham reviews incentive requests from potential businesses wanting to locate in the city.

Interviews – Pelham Board of Education Place No. 1

The following residents were interviewed for the Pelham Board of Education, Place No. 1 position.

- Markus Snowden
- Dr. Judy Mannings
- Angelyn Huguley
- Bob O'Neil

Request to Address the City Council

- Dr. Chuck Ledbetter, Superintendent, Pelham City Schools

Dr. Ledbetter addressed the city council regarding the State of the Schools in Pelham.

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 Harris. 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

Yes

David Coram, Council Member	<u>Yes</u>
Chad Leverett, Council Member	<u>Yes</u>
Rick Wash, Council Member	<u>Yes</u>
Michael Harris, 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, Director of Economic Development Michael Simon, 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 15 minutes. The city council went into Executive Session at 5:58 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 6:20 p.m.

Council President Mercer called the work session back to order at 6:27 p.m.

Old Business

1. Discussion – Jack's Family Restaurants, L.P. Purchase and Sale Agreement

Director of Economic Development Michael Simon updated the city council on the changes made to the Purchase and Sale Agreement. He stated the monument sign proposal has been removed from the agreement. Director of Development Services & Public Works Andre' Bittas explained to the city council why Jack's entrance should not be moved 24 feet to the west. He further explained the proposed change in the parking lot entrance realignment would create traffic congestion on the site.

Review of April 1, 2024 City Council Agenda

Council President Mercer reviewed the April 1, 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 April 1, 2024 City Council Agenda
2. Approval of the March 18, 2024 Regular Council Meeting Minutes
3. **Resolution 2024-04-01-01** for consideration to participate in the State of Alabama's 2024 "Back to School" Sales Tax Holiday the weekend of July 19-21, 2024 and all future "Back to School" Sales Tax Holidays until rescinded by the Pelham City Council.

Council President Mercer explained this is the city's annual participation in the state's "Back to School" Sales Tax Holiday. He stated the city has participated in the sales tax holiday since its inception. He noted Resolution 2024-04-01-01 will be in place until rescinded by the city council.

4. **Resolution 2024-04-01-02** for consideration to enter into a marketing agreement with WBRC Fox 6 to secure the title sponsorship in WBRC FOX 6's *Summer Staycation* campaign from May 31, 2024 through July 29, 2024. Funding was approved in the FY2024 budget.

Council President Mercer explained the history of the *Summer Staycation* title sponsorship. Communications Manager Ainsley Allison stated a 2-minute marketing video will be prepared by WBRC which will be used by the city. She said this is the third year as title sponsor. Mrs. Allison said the 2023 months-long campaign generated between 2.5 million and 3 million impressions.

5. **Resolution 2024-04-01-03** for consideration to accept the lowest and most responsible bid from Tren-Tay, Inc. for the Aaron Road - Kristen Circle Water Main Replacement Project. This project was budgeted in FY2024.

Director of Development Services & Public Works Andre` Bittas stated this is the fourth and final PVC replacement project for FY2024.

6. **Resolution 2024-04-01-04** for consideration to accept a proposal from Champion Electric, LLC to convert lighting in the Courtroom to LED. This project was budgeted in FY2024.

Director of Development Services & Public Works Andre` Bittas stated this expense is to replace the failing and outdated lighting in the Municipal Courtroom.

7. **Resolution 2024-04-01-05** for consideration to accept responsibility for the electrical bill only for one (1) new streetlight at 1713 Woodview Lane. This project was budgeted in FY2024.

Director of Development Services & Public Works Andre` Bittas stated this is a request from the neighborhood for additional street lighting. He said the city would be responsible for only the monthly electric expense.

8. **Resolution 2024-04-01-06** for consideration to accept a proposal from Gillespie Construction for storm sewer repairs to include the replacement of corrugated plastic drainage pipe at 212 Stonebrook Lane and replacement of concrete valley gutter and driveway affected by the construction. This project was budgeted in FY2024.

Director of Development Services & Public Works Andre` Bittas stated the plastic drainage pipe is cracked requiring the replacement of approximately 200 feet of pipe, curbing, and a driveway apron.

F. Public Hearing(s) – None

G. Mayor's Report/Comments

H. Proclamation(s) by the Mayor and Others

1. Declaring April 2024 as Sexual Assault Awareness Month in Pelham, Alabama

I. Report of the City Manager

J. Report of the City Attorney

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

L. Old Business / Resolutions / Ordinances / Orders and Other Business

1. **Resolution 2024-03-18-07** for consideration to approve an agreement for the purchase and sale of real estate between the City of Pelham and Jack's Family Restaurants, LP.

There were no questions or comments from the city council.

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

1. **Resolution 2024-04-01-07** for consideration to approve a job description and pay grades for the position of Assistant City Manager within the Administration Department previously reviewed and approved by the Pelham Personnel Board.

There were no questions or comments from the city council.

2. **Resolution 2024-04-01-08** for consideration to approve a job description and pay grades for the position of Senior Financial Analyst within the Finance Department previously reviewed and approved by the Pelham Personnel Board.

Finance Director Jamie Wagner gave an overview of the position within the Finance Department.

3. **Resolution 2024-04-01-09** for consideration to approve a job description for the position of Assistant Emergency Medical Services (EMS) Director within the Fire Department previously reviewed and approved by the Pelham Personnel Board.

There were no questions or comments from the city council.

(End of the April 1, 2024 Agenda Review)

Adjournment

A motion to adjourn the work session was made by Councilmember Coram and seconded by Councilmember Harris. The motion passed unanimously by voice vote of those members present and the work session was adjourned at 6:48 p.m.

Respectfully submitted this 1st day of April 2024.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

