



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall
Council Conference Room
May 20, 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, May 20, 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 Chad Leverett
Councilmember Rick Wash
Councilmember Michael Harris, Jr.
Mayor Gary Waters

The following elected official was not present:

Councilmember David Coram

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 Leverett to approve the May 6, 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.

Old Business

1. Discussion – Parks & Recreation

Parks & Recreation Director Brian Cooper discussed the following topics.

a. Pelham Parks & Recreation Civility Agreement

Mr. Cooper explained the purpose of implementing a civility agreement for all guests at the park facilities.

b. Updated Pelham Park Rules and Regulations

Mr. Cooper noted the updated Pelham Park Rules and Regulations, as a part of the May 20, 2024 Council Packet, were previously reviewed and approved by the Pelham Parks & Recreation Advisory Committee.

2. Discussion – Ordinance No. 518 repealing Ordinance No. 429 in its entirety regarding occupancy requirements for residential structures.

City Manager Gretchen DiFante gave a brief overview of Ordinance No. 429 which restricts bedroom occupancy to a maximum of two adults. She noted this issue would be addressed as a part of the zoning and business license ordinance revisions. She assured the city council the revisions would provide the police department with an enforceable offense. City Attorney Josh Arnold provided information on how this issue is addressed in surrounding cities. There were no questions or comments from the city council.

3. Discussion – Rescheduling the 2024 Pelham Palooza

City Manager DiFante stated due to the threat of severe thunderstorms and flooding, the 2024 Pelham Palooza was cancelled last Saturday. She explained planning for the annual Palooza is transitioning from the Mayor's Office to Parks & Recreation. Human Resources Recruiting Coordinator Paula Holly and Parks & Recreation Director Brian Cooper were present to explain the options for rescheduling the event and the financial impact on the city. Discussion followed among the Mayor, City Council, and staff regarding the options presented for consideration. It was the consensus of the city council to cancel the event this year and use the available funds to enhance the Music in the Park activities this fall.

New Business

1. Discussion – PrintsWell, Inc. (Alabama State Tax Abatement Program)

Director of Economic Development Michael Simon introduced representatives from PrintsWell, Inc. Ralph Dewberry, PrintsWell, Inc.'s Chief Executive Officer, gave a brief history of the company and presented their expansion plans. Joining Mr. Dewberry was his wife Anne Dewberry, Owner, son John Dewberry, Vice President, and Jamie Lumpkin, Chief Financial Officer. Mr. Simon provided information and explained the proposed 22,000 square foot addition would cost approximately \$4+ million and another \$2+ million for equipment. He further explained the taxes and taxes to be abated. The city council spoke in support of PrintsWell's expansion plans, and request for tax abatements. The city council asked the tax abatement request to be on the June 3, 2024 agenda for consideration.

2. Update – U.S. Highway 31 (Pelham Parkway) Street Lighting and Christmas Decorations

Director of Development Services & Public Works Andre` Bittas provided a brief history of the original plan to replace all the wooden light poles along U.S. Highway 31 from the Alabaster city limits to the Hoover city limits. He said in 2019 the estimated cost was \$800,000 per mile to replace the 253 wooden poles. Mr. Bittas stated the project cost and scope has expanded to include replacing the 253 wooden poles with 378 decorative metal poles. He further stated no traffic signal poles would be replaced. He explained the wooden poles carrying transmission power lines would not be removed. Mr. Bittas said the project engineering and design has been completed and is under review by the Alabama Department of Transportation (ALDOT) and the affected utilities. He said the plan is to build the project in phases to meet the available funding. He stated Phase 1 is 3.5 miles and would be from Word Drive to Highway 119 at an approximate cost of \$7.57 million. He said construction could begin in 2024 with completion in about one year. Mr. Bittas suggested placing Christmas decorations on every other light pole, saving approximately \$100,000. City Manager DiFante noted the need to purchase additional Christmas decorations in FY2025. The city council spoke in favor of moving forward with Phase 1 of the relighting project.

3. Discussion – Mid-Year FY2024 Budget

City Manager Gretchen DiFante and Finance Director Jamie Wagner led the discussion regarding the FY2024 mid-year budget review. Mrs. Wagner stated there were limited issues with the FY2024 mid-year budget. She said the city is tracking to meet the budget requirements for FY2024. Mrs. Wagner reviewed the FY2024 year-to-date income and expenses. IT Director Chuck Crocker noted the need for additional staffing in the IT Department.

4. Discussion – July 2024 City Council Work Session and Council Meeting Dates (See below)

Review of May 20, 2024 City Council Agenda

Council President Mercer reviewed the May 20, 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 May 20, 2024 City Council Agenda

2. Approval of the May 6, 2024 Regular Council Meeting Minutes

3. **Resolution 2024-05-20-01** for consideration to enter into a service agreement with Credit Bureau Systems, Inc. d/b/a/ Ambulance Medical Billing to provide billing and recovery cost for the city's EMS transport services.

Fire Chief Mike Reid stated the service agreement, effective August 1, 2024, will provide billing and recovery for the city's EMS transport services. He explained the need to bring additional agreements for city council consideration in the fall.

4. **Resolution 2024-05-20-02** for consideration of a request by AT&T for a special use permit for modifications to an existing telecommunications facility located at 7052 Highway 11.

David Andrews, Center for Municipal Solutions, the city's wireless telecommunications consultants, addressed the city council. Mr. Andrews stated AT&T has made an application to co-locate/install their equipment on the existing tower located at 7052 Highway 11. He said the existing tower is a 186-foot monopole tower and AT&T is not currently providing service from this facility. Mr. Andrews said AT&T proposes to add nine (9) new antennas at a height of 165 feet. He stated AT&T will also be installing nine (9) remote radio units, three (3) surge protectors, and fourteen (14) additional feed lines inside the monopoles shaft. He further stated the new feedlines will not be visible. He stated AT&T will be a new carrier to this location and will provide improved coverage and capacity to the surrounding area.

5. **Resolution 2024-05-20-03** for consideration to accept the annual Municipal Water Pollution Prevention (MWPP) Program Report prepared by Municipal Consultants, Inc.

Director of Development Services & Public Works Andre` Bittas explained the annual report to the Alabama Department of Environmental Management (ADEM) regarding the health of the city's sewer system. He stated the city scored 70 of 787 (88.95%), an excellent review. Mr. Bittas said the age of the sewer plant and its sludge capacity were the only areas of concern in the report to ADEM.

6. **Resolution 2024-05-20-04** for consideration to accept the most qualified bid from Mark Johnson Construction, LLC and authorize the Mayor to sign the Notice of Award for the Business Center Sewer Lift Station Improvements. This project was budgeted in FY2024.

Director of Development Services & Public Works Andre` Bittas recommended the bid be accepted by the city council to upgrade the Business Center lift station near Publix on U.S. Highway 31.

7. **Resolution 2024-05-20-05** for consideration to enter into a contract with Perry Weather for a weather alert system to detect lightning at Pelham City Park. Funding was approved in the FY2024 budget.

There were no questions or comments from the city council.

8. **Resolution 2024-05-20-06** for consideration to declare certain personal property (Large Playground and Fence at Pelham City Park) of the City of Pelham, which are no longer needed for public or municipal purposes, as surplus.

Parks & Recreation Director Brian Cooper requested the playground and fence be surplus. He stated the equipment is 25 years old and exceeds its useful life. Director of Development Services & Public Works Andre` Bittas said he expects the playground equipment and fence to be removed in a couple of weeks.

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 said the city's new Civil Service Law was signed by Governor Ivey last week.

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

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

1. **Ordinance No. 517** for consideration to declare certain real property of the City of Pelham, Alabama is no longer needed for municipal purposes and to further donate the property to the Alabama Department of Transportation as a part of the Alabama Highway 261 widening project. The real property is located at the intersection of North Chandalar Drive and Alabama Highway 261 (Pelham Fire Station No. 4). The First Reading was on May 6, 2024.

There were no questions or comments from the city council.

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

1. **Resolution 2024-05-20-07** for consideration of an ABC license application for a 011 Lounge Retail Liquor-Class II Liquor (Package) License for applicant Al Dolah, Inc., operating under the trade name Pelham Liquor Store located at 3569 Pelham Parkway, Suite 10, Pelham, Alabama 35124.

Capt. Kevin Davis stated there were no issues with the ABC application. Mollie Brunson Camara, representing Pelham Liquor Store, explained the business plan for the new store. She stated the owner has been in the liquor business for over 10 years. Ms. Camara said Pelham Liquor Store will be certified through the state's Responsible Vendor Program. The city council asked several questions about the business, the product line, hours of operation, and target market.

2. **Ordinance No. 518** for consideration to repeal Ordinance No. 429 in its entirety regarding occupancy requirements for residential structures. First Reading.

See Old Business, Item 2, for comments by the City Manager and City Attorney.

3. Set a date and time for a public hearing to consider Ordinance No. 135-261 to amend the zone district boundaries of the City of Pelham changing the present zoning O-I (Office and Institutional District) to E-1 (Estate Residential District) for property located along the east side of Bearden Road, across from Pelham High School. Owner: Joey White and Shannon White.

Council President Mercer asked the city council to consider a date and time to hold a public hearing regarding Ordinance No. 135-261. It was the consensus of the city council to set Monday, June 3, 2024, at 7:00 p.m. at Pelham City Hall for the date and time of the public hearing.

4. Set and date and time for a public hearing to consider Ordinance No. 135-262, revisions to the Code of Ordinances, City of Pelham, Appendix A, Article XV, Section 14, and Section 16 regarding additional regulations for vape shops and CBD stores in B-2 (General Business District) zones.

Council President Mercer asked the city council to consider a date and time to hold a public hearing regarding Ordinance No. 135-262. It was the consensus of the city council to set Monday, June 3, 2024, at 7:00 p.m. at Pelham City Hall for the date and time of the public hearing.

Recess

A motion was made by Councilmember Wash to recess the May 20, 2024 council work session. Said motion was seconded by Councilmember Harris.

There being no further discussion, the motion to recess the work session passed unanimously by voice vote of those members present and the council president declared the same passed. The work session recessed at 7:03 p.m.

The work session was called back to order by Council President Mercer at 7:50 p.m.

New Business - Continued

3. Discussion – Mid-Year FY2024 Budget – Continued

Finance Director Jamie Wagner continued with a review of the mid-year FY2024 budget. She stated the city is in a good financial position.

4. Discussion – July 2024 City Council Work Session and Council Meeting Dates

Council President Mercer noted Councilmember Coram would be unavailable to attend the July 1st and July 15th city council work sessions and council meetings. Discussion followed regarding moving the meetings to a different date. It was the consensus of the city council to keep the original dates as scheduled.

5. Discussion – Schedule dates for the FY2025 Budget Hearings

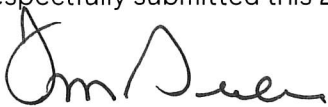
City Manager Gretchen DiFante stated the Finance Department has been looking at possible dates to begin discussions regarding the FY2025 budgets. She stated needing 14 hours to complete the presentations and discussions. She further stated the sooner the better in deciding on the dates and times. Council President Mercer asked the city council to check their schedules for further discussion on June 3, 2024. He said City Manager DiFante will send out a poll with suggested dates and times.

(End of the May 20, 2024 Agenda Review)

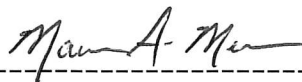
Adjournment

A motion to adjourn the work session was made by Councilmember Leverett and seconded by Councilmember Harris. The motion passed unanimously by voice vote of those members present and the work session was adjourned at 8:24 p.m.

Respectfully submitted this 20th day of May 2024.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

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