



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall
Council Conference Room
February 3, 2025 – 5:00 p.m.

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

Members of the Pelham City Council met on Monday, February 3, 2025 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 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, ABC 33/40

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 January 22, 2025 Regular Work Session Minutes.

The motion was seconded by Councilmember Harris. There being no further discussion, the President of the Council 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 consideration the governmental body is willing to offer or accept when considering the purchase, sale, exchange, lease, or market value of real property under Section 36-25A (6) and 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 (6) and 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	<u>Yes</u>
David Coram, Councilmember	<u>Yes</u>
Chad Leverett, Council Member	<u>Yes</u>
Rick Wash, Council Member	<u>Yes</u>
Michael Harris, Jr. 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, Assistant City Manager Justin Smith, Finance Director Jamie Wagner, Director of Development Services & Public Works André Bittas, Director of Economic Development Michael Simon, former City Clerk/Treasurer Tom Seale, and City Clerk/Treasurer Jonathan Seale to attend 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 an Executive Session at 5:02 p.m.

Councilmember Wash moved to adjourn the Executive Session. Said motion was seconded by Councilmember Coram. The motion passed unanimously by voice vote of those members present, and the Executive Session was adjourned at 6:16 p.m.

Council President Mercer called the work session back to order at 6:17 p.m.

Request to Address the City Council – None

Old Business – None

New Business

1. Discussion – Dangerous Building Report

Building Official Levis Peters addressed the city council regarding the Dangerous Building Report completed on the properties located at 1957, 1959, and 1961 Chandalar Court, Pelham, Alabama 35124.

He said the properties were damaged by fire on November 26, 2023. He noted in his report the listed properties are in the floodplain and cannot be rebuilt unless being compliant with the city's Floodplain Ordinance. He stated the property owners were notified by certified letters in March 2024 the buildings needed to be demolished to eliminate the nuisance and danger to the public. Mr. Peters stated, in his opinion, the property owners have had enough time to make progress and recommended the buildings be demolished. He further stated, with city council approval, the next step is to schedule a public hearing to discuss moving forward with demolition of the dangerous building.

Further discussion followed between members of the city council and Mr. Peters regarding potential remediation options for the dangerous building.

It was the consensus of those members of the city council present to discuss setting a public hearing on February 17, 2025 and request feedback from the property owner.

2. Discussion – Revisions to the Parks & Recreation Advisory Board's By-Laws

Parks & Recreation Director Brian Cooper addressed the city council and provided recommendations from the Parks & Recreation Advisory Board for revisions to their by-laws. Mr. Cooper reviewed those recommendations.

3. Discussion – Establishing Parks & Recreation Pavilion Rental Rates

Parks & Recreation Director Brian Cooper addressed the city council and provided recommendations from the Parks & Recreation Advisory Board regarding rental rates for the Park's pavilions. He stated with two new pavilions under construction and the popularity of the existing pavilions, it is time to consider rental rates to monitor the usage. He suggested \$20.00 for residents and \$40.00 for non-residents for a two-hour block.

Further discussion followed between members of the city council and Mr. Cooper regarding the rental rates for residents and non-residents of the City of Pelham. Council President Mercer requested the revisions to the Parks & Recreation Advisory Board's By-Laws and the pavilion rental rates be placed on the February 17, 2025 city council agenda for consideration.

Review of February 3, 2025 City Council Agenda

Council President Mercer reviewed the February 3, 2025 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 at the request of any member. Removed items may be taken up either immediately after the consent agenda is approved or placed on the agenda at the discretion of the presiding officer and City Council.

1. Approval of the February 3, 2025 City Council Agenda
2. Approval of the January 22, 2025 Regular Council Meeting Minutes

3. **Resolution 2025-02-03-01** for consideration of a professional services contract with the Center for Public Safety Management, LLC to provide support for the selection of a police chief.

City Manager Gretchen DiFante stated the professional services contract with the Center for Public Safety Management, LLC, mirrors one previously approved by the city council for the hiring of Chief Sugg. She noted the contract price is the same.

4. **Resolution 2025-02-03-02** for consideration to designate certain city officials with the authority to execute financial documents on behalf of the City of Pelham.

City Clerk/Treasurer Jonathan Seale stated the need to designate city officials with the authority to execute financial documents on behalf of the City of Pelham, always requiring two signatures. He recommended those officials to be Mayor Gary Waters, City Manager Gretchen DiFante, and City Clerk/Treasurer Jonathan Seale.

5. **Resolution 2025-02-03-03** for consideration to accept the lowest and most responsible bid from J.G. Willens Building to construct two (2) pavilions at Pelham City Park. Project No. 6025002. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated the project is to construct two pavilions in Pelham City Park and is budgeted for FY2025. He recommended accepting the lowest and most responsible bid from J.G. Willens Building.

6. **Resolution 2025-02-03-04** for consideration to enter an agreement with Shelby County Parks and Recreation Authority (SCPARA) to perform clearing and grading for the pavilion projects at Pelham City Park. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated the project is for clearing and grading for two pavilions in Pelham City Park and is budgeted for FY2025. He recommended approving the agreement with Shelby County Parks and Recreation Authority (SCPARA) to perform the work.

7. **Resolution 2025-02-03-05** for consideration to accept a proposal from Pinnacle Custom Signs to install one (1) Gateway sign at the intersection of U.S. Highway 31 and Alabama Highway 261. Project No. 5323024. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated the proposal from Pinnacle Custom Signs is for the purchase and installation of a gateway sign at the intersection of U.S. Highway 31 and Alabama Highway 261. He further stated the project is budgeted for FY2025.

8. **Resolution 2025-02-03-06** for consideration to approve a contract with Gonzalez-Strength & Associates for an ALTA boundary survey. Funding is budgeted for FY2025.

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

9. **Resolution 2025-02-03-07** for consideration to approve a deductive change order for the Industrial Park Drive Turn Lane and PVC Replacement Project. Project No. 7124004.4. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated the Industrial Park Drive Turn Lane and PVC Replacement Project was completed under budget in the amount of \$12,885.00. He recommended approving Change Order No. 1 and adopting Resolution 2025-02-03-07.

10. **Resolution 2025-02-03-08** for consideration to approve a proposal from Tuff Dog Coatings for maintenance to the outside concrete porch areas at the Pelham Racquet Club and to amend the FY2025 capital projects budget.

Director of Development Services & Public Works André Bittas stated the proposal is for maintenance of the concrete patio and porch areas at the Pelham Racquet Club and amending the capital projects budget in the amount of \$13,000.00. Mr. Bittas recommended approving Resolution 2025-02-03-08.

11. **Resolution 2025-02-03-09** for consideration to approve an agreement with Alabama Power Company for public safety services. This expense was budgeted for FY2025.

City Manager Gretchen DiFante and Police Chief Brent Sugg stated this is a three-year renewal with Alabama Power Company to provide public safety services to the Pelham Police Department. He further stated this expense was budgeted for FY2025.

F. Public Hearing(s) – None

G. Mayor's Report/Comments

Mayor Waters noted the passing of longtime Pelham resident June Fletcher. He stated a proclamation and resolution would be prepared for the next city council meeting to honor Ms. Fletcher's contribution to the City of Pelham.

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

I. Report by the City Manager – None

J. Report by the City Attorney – None

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 2025-02-03-10** for consideration of an ABC License application for a 010-Lounge Retail Liquor License – Class 1 for applicant M and K Enterprises, Inc., operating under the trade name Pub 261 located at 9340 Helena Road – Suites B and C, Pelham, Alabama 35244.

City Manager Gretchen DiFante stated this application was an administrative change to ensure the business was operating under the correct ABC License type. It was noted for the record Sherry Church was present representing Pub 261.

(End of the February 3, 2025 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 6:46 p.m.

Respectfully submitted this 3rd day of February 2025.



Jonathan Seale, CMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

