



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall
Council Conference Room
February 17, 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 17, 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 February 3, 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 into 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, 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, Finance Director Jamie Wagner, Director of Development Services & Public Works André Bittas, Director of Economic Development Michael Simon, Communications Manager Ainsley Allison, former City Clerk/Treasurer Tom Seale, and City Clerk/Treasurer Jonathan Seale to attend the Executive Session. Council President Mercer stated, per City Manager Gretchen DiFante, he expected the city council to return from the Executive Session in approximately 37 minutes. The city council went into an Executive Session at 5:03 p.m.

Councilmember Coram moved to adjourn the Executive Session. Said motion was seconded by Councilmember Harris. The motion passed unanimously by voice vote of those members present, and the Executive Session was adjourned at 5:41 p.m.

Council President Mercer called the work session back to order at 5:42 p.m.

Request to Address the City Council – None

Old Business

1. Discussion – Dangerous Building Report

Director of Development Services & Public Works André Bittas addressed the city council regarding the Dangerous Building Report completed on the properties located at 1957, 1959, and 1961 Chandalar Court, Pelham, Alabama 35124.

City Manager Gretchen DiFante stated the City has requested guidance from the State of Alabama Floodplain Manager on this matter due to its complexity.

New Business

1. Discussion – North Shelby Library Deannexation Request

Former City Clerk/Treasurer Tom Seale noted finding a letter dated in 1997 from the North Shelby Library requesting deannexation from the City of Pelham. He noted reaching out to board member Sam Gaston who said they are still interested in deannexing from the City. Fire Chief Mike Reid stated if a call is dispatched to the area, North Shelby Fire District is typically on scene first. He said it could take a least 15 minutes sometimes for Pelham personnel to arrive just because of the proximity to the nearest fire station.

It was the consensus of those members of the council present to move forward with the deannexation request and invite Mr. Gaston to attend the March 3rd work session.

2. Set interview date and time for various municipal board interviews

Council President Mercer stated the Pelham Board of Education (BOE) vacancy had seven applicants and the Commercial Development Authority (CDA) vacancies had six applicants.

It was the consensus of those members of the council present to schedule the BOE interviews on March 10, 2025 during a special called work session allotting 25 minutes per interview beginning at 5:00 p.m. The CDA interviews would be scheduled either for the regular work session on March 3, 2025 or March 17, 2025.

Council President Mercer stated the other municipal board vacancy interviews would be scheduled in April 2025.

3. Update on Library/City Park Retail Development Site

City Manager Gretchen DiFante and Director of Economic Development Michael Simon updated the city council on the latest renderings for the exterior façade for Bullet Coffee and Waldo's Chicken & Beer. Mr. Simon noted having positive conversations with the business owners.

Review of February 17, 2025 City Council Agenda

Council President Mercer reviewed the February 17, 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 on the request of any one 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 17, 2025 City Council Agenda

2. Approval of the February 3, 2025 Regular Council Meeting Minutes

3. **Resolution 2025-02-17-01** for consideration to declare certain personal property (lockers) at the Pelham Civic Complex & Ice Arena as surplus and to authorize the disposal of the same

City Manager Gretchen DiFante stated 84 lockers are located in the women's locker room at the Pelham Civic Complex & Ice Arena and are no longer needed. She noted the removal of the lockers would allow for a more functional space.

4. **Resolution 2025-02-17-02** for consideration to adopt newly revised bylaws of the Pelham Parks & Recreation Advisory Board

Director of Parks & Recreation Brian Cooper stated the revised bylaws were recommended for approval by the Pelham Parks & Recreation Advisory Board. He noted the revisions were minor and were made to streamline the Board's meeting process and attendance records.

5. **Resolution 2025-02-17-03** for consideration to authorize payment of an invoice from Live Nation Entertainment, Inc. for parking lot lighting at Oak Mountain Amphitheater and to amend the FY2025 Pelham Civic Complex & Ice Arena budget

City Manager Gretchen DiFante stated the invoice was sent to the City of Pelham in November 2024 and covered approximately five years of electric bills. She noted the contract between the City of Pelham and Live Nation Entertainment, Inc. (Live Nation) specified both the City and Live Nation were responsible for the shared payment of parking lot lighting expenses. She stated Live Nation was responsible for paying the electric bill and then sending a payment request invoice to the City for half of the expenses. However, Live Nation failed to submit any payment requests for five years. The contract does not have any language absolving the City of paying its portion of the expenses even if a payment request was never received. She noted the amount owed to Live Nation is approximately \$69,400.00.

6. **Resolution 2025-02-17-04** for consideration to authorize an automatic mutual aid agreement between the City of Pelham and the City of Alabaster

Fire Chief Mike Reid stated the existing mutual aid agreements have been in place but spoke to the need to update them with the respective city and fire department. He said the updates reflect the City's new EMS transport service.

7. **Resolution 2025-02-17-05** for consideration to authorize an automatic mutual aid agreement between the City of Pelham and the City of Chelsea

Fire Chief Mike Reid stated the existing mutual aid agreements have been in place but spoke to the need to update them with the respective city and fire department. He said the updates reflect the City's new EMS transport service.

8. **Resolution 2025-02-17-06** for consideration to authorize an automatic mutual aid agreement between the City of Pelham and the City of Helena

Fire Chief Mike Reid stated the existing mutual aid agreements have been in place but spoke to the need to update them with the respective city and fire department. He said the updates reflect the City's new EMS transport service.

9. **Resolution 2025-02-17-07** for consideration to authorize an automatic mutual aid agreement between the City of Pelham and the North Shelby Fire District

Fire Chief Mike Reid stated the existing mutual aid agreements have been in place but spoke to the need to update them with the respective city and fire department. He said the updates reflect the City's new EMS transport service.

10. **Resolution 2025-02-17-08** for consideration to accept the lowest responsive and responsible bid from Robinson & Sons Construction Services, Inc. for services related to the CR52 water tank painting project. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated this project is to repaint the CR52 water tank and add the new City of Pelham logo.

11. **Resolution 2025-02-17-09** for consideration to accept the lowest responsive and responsible bid from Powell Builders, Inc. for services related to the Crosscreek Trail and Creekview Drive PVC replacement project. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated this project was included in the five-year PVC replacement project and would use ductile iron.

12. **Resolution 2025-02-17-10** for consideration to approve a change order and final project amount related to the Aaron Road and Kristen Circle PVC replacement project. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated this project has been completed with an overage of \$5,376.73.

13. **Resolution 2025-02-17-11** for consideration to authorize a time extension due to unforeseen delays with product procurement related to the Business Center sewer lift station upgrades.

Director of Development Services & Public Works André Bittas stated the City previously awarded the contract, but the contractor has requested an extension due to manufacturing and product delays.

14. **Resolution 2025-02-17-12** for consideration to approve a deductive change order and final project amount related to the Shelby County Highways 35 and 361 water main replacement project. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated the City completed the project and was under budget.

15. **Resolution 2025-02-17-13** for consideration to authorize an agreement with Pelham Fence, LLC for services related to the removal and replacement of 2,000 linear feet of black chain-link fence at the Tennis Center. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated this project will replace all the fencing at the Tennis Center. A grant from the United States Tennis Association will pay \$47,000.00 towards the total project.

16. **Resolution 2025-02-17-14** for consideration to enter into a public works contract with C&W Concrete Construction, Inc. for services related to the Pelham Park Street Hockey Rink site preparation project. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated this project is related to the new street hockey and soccer court at City Park. Director of Parks and Recreation Brian Cooper stated he was hopeful the project would be completed this summer. He said the dasher board system would be installed at a later date.

17. **Resolution 2025-02-17-15** for consideration to enter into a contract with Shelby County Park & Recreational Authority (SCPARA) for services related to the Pelham Park Street Hockey Rink site preparation project. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated this project is related to the new street hockey and soccer court at City Park.

18. **Resolution 2025-02-17-16** for consideration to authorize the purchase and installation of an NHL street hockey/soccer court from Synlawn through Omnia Purchasing Contract No.: R220501 and Sourcewell Purchasing Contract No.: 031622-AST. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated this project is related to the new street hockey and soccer court at City Park.

19. **Resolution 2025-02-17-17** for consideration to enter into an agreement with the State of Alabama Department of Transportation (ALDOT) for the U.S. Highway 31 (Alabama Highway 3) roadway lighting installation, operations, and maintenance project. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated this project has been ongoing for several years. He said the existing streetlights along U.S. Highway 31 between County Road 52 and Amphitheater Road, around six miles, would be replaced with decorative LED light poles. He noted the project would take around one year to complete as there will likely be complications from moving utilities. Mr. Bittas stated alternates bids would be accepted to complete the north and south ends of the project, if the price is within the budgeted allowances.

F. Public Hearing(s) – None

G. Mayor's Report/Comments

H. Proclamation(s) and Resolution(s) by the Mayor and Others

1. Proclamations honoring June Fletcher

Council President Mercer stated Ms. June's family was unable to attend the meeting tonight and this proclamation by Mayor Waters would be read at a later date.

I. Report by the City Manager

1. 2024-2025 Citizen Engagement Survey Results

J. Report by the City Attorney

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 2025-02-17-18** for consideration to accept the donation of three (3) medical transport ambulances and one (1) bus from the Shelby County Commission

City Manager Gretchen DiFante stated the Shelby County Commission donated and the City recently took delivery of three (3) medical transport ambulances over the past few months. She said the City recently submitted a letter of interest for a Community Development Block Grant (CDBG) for a new handicap accessible bus for the Pelham Senior Center. Soon after, she received a phone call from County Manager Chad Scroggins and he said the County recently purchased the same make and model bus for donation purposes. She was excited to say the bus was delivered within the next few days to the City.

2. **Resolution 2025-02-17-19** for consideration to add the name of June Fletcher to the obelisk at Pelham City Park

Councilmember Coram made a motion to remove Resolution 2025-02-17-19 from the city council agenda, Councilmember Harris seconded the motion. There being no further discussion, the motion passed by a unanimous voice vote of those members of the council present.

3. **Resolution 2025-02-17-20** for consideration to establish pavilion rental rates for Pelham Parks

Parks and Recreation Director Brian Cooper stated pavilion rental rates were used from surrounding cities and the Pelham Parks & Recreation Advisory Board wanted to keep rates as low as possible. City Manager Gretchen DiFante reviewed the reasoning behind implementing rental rates for public amenities.

4. **Resolution 2025-02-17-21** for consideration of an ABC License application for a 020 – Restaurant Retail Liquor for applicant Yamato Pelham Inc., operating under the trade name Yamato Steakhouse located at 3018 Pelham Parkway Suite 105 and 106, Pelham, Alabama 35124

Police Chief Brent Sugg stated he was comfortable moving forward and recommended approval.

5. **Resolution 2025-02-17-22** for consideration of an ABC License application for a 020 – Restaurant Retail Liquor for applicant La Gran Riviera Maya Cantina and Grill, LLC, operating under the trade name La Gran Riviera located at 309 Huntley Parkway, Pelham, Alabama 35124

Police Chief Brent Sugg stated he was comfortable moving forward and recommended approval. Representatives from La Gran Riviera attended tonight's meeting and answered questions from the city council.

6. **Resolution 2025-02-17-23** for consideration to authorize a purchase agreement for real property located in the City of Pelham, Alabama

There were no comments or questions from any member of the city council.

(End of the February 17, 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 6:27 p.m.

Respectfully submitted this 17th day of February 2025.



Jonathan Seale, CMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

