



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall
Council Conference Room
March 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, March 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

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 17, 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, subject to the limitations set out herein, the job performance of certain public employees under Section 36-25A-7 (1)(c), 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-7 (1)(c), 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 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, Assistant City Manager Justin Smith, City Attorney Josh Arnold, Director of Development Services & Public Works André Bittas, Human Resources Director Tracy Hill, Fire Chief Mike Reid, 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 60 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 Leverett. The motion passed unanimously by voice vote of those members present, and the Executive Session was adjourned at 6:43 p.m.

Council President Mercer called the work session back to order at 6:44 p.m.

Request to Address the City Council – None

Old Business

1. Discussion – North Shelby Library Deannexation Request

North Shelby Library District Board Member Sam Gaston was present. Mr. Gaston addressed the city council regarding the North Shelby Library District request to deannex from the City of Pelham.

1. Discussion – Specification Rubber Products, Inc. regarding an application for the Alabama Department of Revenue, Tax Abatement Program

City Manager Gretchen DiFante introduced Scott Reeves, Engineering Manager with Specification Rubber Products, Inc. Mr. Reeves addressed the city council and stated his company purchased the former site of Walmart and MasTec Network Solutions, located at 3500 Pelham Parkway, in January 2024. It was noted the property improvements and estimated expense of new equipment would bring the project cost to approximately \$6.7 million. He explained the project is under consideration for the Alabama Department of Revenue, Tax Abatement Program. He said the current plan is to move their warehouse operations to the new facility and in 5-8 years hopefully move some of their production as well.

It was the consensus of those members of the city council present to move forward with the application and add it to the March 17, 2025 council meeting agenda.

2. Review – FY2024 Audited Financial Statements by Truitt Tingle Paramore & Argent, LLC, Certified Public Accountants

Patrick Bowman, CPA, with Truitt Tingle Paramore & Argent, LLC, (TTPA), the City's independent auditing firm, presented the FY2024 draft financial audit and statements. Mr. Bowman stated the audit was given an unmodified opinion in accordance with generally accepted accounting practices. Mr. Bowman reviewed the current financial position of the City. He said the audit team did not encounter any issues. Mr. Bowman continued to review highlights of the FY2024 financial statements. Council President Mercer asked the city council to forward any additional questions about the FY2024 audit to Finance Director Jamie Wagner's attention. It was noted acceptance of the FY2024 audit would be on the March 17, 2025 agenda for city council consideration.

3. Discussion – Revisions to the Business License Ordinances

Councilmember Coram made a motion to move this item to the March 17, 2025 work session 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 and the President of the Council declared the same passed.

Review of March 3, 2025 City Council Agenda

Council President Mercer recognized City Manager Gretchen DiFante reviewed the March 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 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 March 3, 2025 City Council Agenda
2. Approval of the February 17, 2025 Regular Council Meeting Minutes
3. **Resolution 2025-03-03-01** for consideration to declare certain personal property (portable PA system) at Ballantrae Golf Club as surplus and to authorize the disposal of the same

City Manager Gretchen DiFante stated the portable PA system is no longer needed since the upgrade of the audio system in the Clubhouse's Fireside Grill.

4. **Resolution 2025-03-03-02** for consideration to approve the lowest and most responsible bid from Duncan and Dearmon Building, LLC for paving the west parking lot at the Pelham Civic Complex & Ice Arena. This project was budgeted for FY2025.

City Manager Gretchen DiFante stated this project will provide paved parking on the westside of the Pelham Civic Complex & Ice Arena. She further stated this project was budgeted for FY2025.

5. **Resolution 2025-03-03-03** for consideration to approve a proposal from Byrd Contractors, Inc. to replace the water service line at Fire Station No. 1. This project was budgeted for FY2025.

City Manager Gretchen DiFante stated this project will replace the service water line at Pelham Fire Station No. 1. She further stated this project was budgeted for FY2025.

6. **Resolution 2025-03-03-04** for consideration to approve a proposal from Enviro Management Corp. (EMC) to perform water sampling and testing for the city's MS4 stormwater program. This expense was budgeted for FY2025.

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

7. **Resolution 2025-03-03-05** for consideration to approve an agreement with Alabama Power Company for the installation and monthly service cost for a streetlight at the corner of Trade Center Drive and Old Montgomery Highway

City Manager Gretchen DiFante stated the agreement with Alabama Power Company is to provide for the installation and monthly service cost for a streetlight at the corner of Trade Center Drive and Old Montgomery Highway.

8. **Resolution 2025-03-03-06** for consideration to accept a proposal from Massey Asphalt Paving, LLC to repair and resurface damage to a portion of Kings Crest Lane. Repair and resurfacing costs will be reimbursed to the city.

City Manager Gretchen DiFante said the proposal is for repairs and resurfacing a portion of Kings Crest Lane. He stated the damage was caused by an overturned garbage truck. He further stated the cost of repairs and resurfacing will be reimbursed to the city by Amwaste.

9. **Resolution 2025-03-03-07** for consideration to accept the responsibility for the monthly electrical billing for certain existing streetlights in the Eagle Cove Subdivision

City Manager Gretchen DiFante stated she did not recommend the city council consider this Resolution at tonight's meeting at City staff was still working through some of the details of the request.

Councilmember Coram made a motion to remove Resolution 2025-03-03-07 from the March 3, 2025 city council meeting agenda. Councilmember Wash seconded the motion.

There being no further discussion, the motion passed by a unanimous voice vote of those members present and the President of the Council declared the same passed.

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

I. Report by the City Manager

J. Report by the City Attorney

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

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

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

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

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

1. **Resolution 2025-03-03-08** for consideration of an ABC License application for 050-Retail Beer (Off Premises Only) and 70-Retail Table Wine (Off Premises Only) for applicant Ru Akshar 3 LLC, operating under the trade name Pelham Exxon located at 3071 Pelham Parkway, Pelham, Alabama 35124

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

Resolution 2025-03-03-09 for consideration of an ABC License application for 050-Retail Beer (Off Premises Only) and 70-Retail Table Wine (Off Premises Only) for applicant Saboor, LLC operating under the trade name Kangaroo Marathon located at 7994 Helena Road, Pelham, Alabama 35124

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

Resolution 2025-03-03-10 for consideration to request an Opinion of the Office of the Attorney General of the State of Alabama regarding substantial damaged buildings

Councilmember Wash made a motion to add Resolution 2025-03-03-10 to the city council's March 3, 2025 agenda. Said motion was seconded by Councilmember Coram. There being no further discussion, the motion passed by a unanimous voice vote of those members of the council present.

City Manager Gretchen DiFante explained the substantially damaged homes issue and the need for clarification by the Attorney General's office.

Recess

A motion was made by Councilmember Coram to recess the March 3, 2025 city council work session. Councilmember Harris seconded the motion.

There being no further discussion, the motion passed by a unanimous voice vote of those members of the city council present and the Council President declared the same passed and announced the work session was recessed at 7:04 p.m.

Council President Mercer called the March 3, 2025 city council work session back to order at 8:05 p.m.

It was noted for the record Councilmember Harris was not in attendance. A quorum of the city council was still present.

New Business, continued

4. Discussion – Pelham Board of Education Applicants

City Clerk/Treasurer Jonathan Seale addressed the city council concerning the release of information of those residents who have applied for the Pelham Board of Education, Place No. 2. It was the consensus of the city council to provide the applicants' names to Superintendent Chuck Ledbetter.

5. Discussion – Procedures for Demolition of Dangerous Buildings

It was noted for the record the city council authorized sending a letter requesting a formal opinion from the Alabama Attorney General's office on this matter.

6. Discussion – 2025 Municipal Election Guidelines

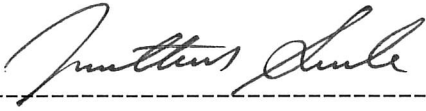
It was the consensus of those members of the city council present to provide the guidelines to all citizens who announce their candidacy for office.

(End of the March 3, 2025 Agenda Review)

Adjournment

A motion to adjourn the work session was made by Councilmember Leverett and seconded by Councilmember Coram. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 8:16 p.m.

Respectfully submitted this 3rd day of March 2025.



Jonathan Seale, CMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

