



# CITY COUNCIL WORK SESSION MINUTES

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## **Pelham City Hall Council Chambers April 21, 2025 – 3:00 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, April 21, 2025 at 3:00 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 3:00 p.m.

### Record of Attendance

The following elected officials were present:

Council President Maurice Mercer  
Councilmember David Coram  
Councilmember Chad Leverett  
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.

It was noted for the record Councilmember Wash was present at 3:40 p.m.

### Approval of Minutes

A motion was made by Councilmember Coram to approve the April 7, 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.

Request to Address the City Council – None

#### Review – Proposed FY2026 Municipal Budgets

City Manager Gretchen DiFante, Assistant City Manager Justin Smith, and Finance Director Jamie Wagner reviewed the following departmental budgets with the mayor and city councilmembers:

Fire Department – Presented by Chief Mike Reid

Development Services & Public Works – Presented by Director of DSPW André Bittas

Trash – Presented by Director of DSPW André Bittas

Water / Sewer – Presented by Director of DSPW André Bittas

Finance – Presented by Finance Director Jamie Wagner

Library – Presented by Director Mary Campbell

Economic Development – Presented by City Manager Gretchen DiFante

It was noted for the record the FY2026 Budget review concluded at 4:46 p.m.

City Manager Gretchen DiFante reviewed a portion of the proposed financial procedures. Further discussion followed between the members of the city council, Finance Director Jamie Wagner, and City Manager DiFante.

Old Business – None

#### New Business

1. Discussion – Discuss process for filling various municipal board vacancies: (Adjustment & Appeals (2), Storm Water (5), and Zoning Board of Adjustment (2))

City Manager Gretchen DiFante led the discussion regarding a proposed process for selecting candidates to fill vacancies on the Board of Adjustment and Appeals, Parks and Recreation Advisory Board, Stormwater Board, Zoning Board of Adjustment and Appeals, and the Library Board.

It was the consensus of those members of the council present to move forward with City Manager DiFante's proposed process. It was also determined a citizen could serve on more than one board so long as no conflict of interest was present.

Councilmember Leverett made a motion to recess the April 21, 2025 work session. 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 and the work session was recessed at 5:28 p.m.

Council President Mercer called the work session back to work at 6:04 p.m.

#### Review of April 21, 2025 City Council Agenda

Council President Mercer and City Manager Gretchen DiFante reviewed the April 21, 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 April 21, 2025 City Council Agenda
2. Approval of the April 7, 2025 Regular Council Meeting Minutes
3. **Resolution 2025-04-21-01** for consideration to approve the 2025 contract with Pyro Shows of Alabama, Inc. for the City's annual "Fire on the Water" fireworks show on Thursday, July 3, 2025 at Oak Mountain State Park. This expense was budgeted in FY2025.

City Manager Gretchen DiFante stated this was a standard agreement with a slight price increase from last year.

4. **Resolution 2025-04-21-02** for consideration to authorize the purchase of software from CivicPlus to improve the City's internal workflows and provide more accessible digital services for residents

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

5. **Resolution 2025-04-21-03** for consideration to accept a Network Designation Grant award from Innovate Alabama

City Manager Gretchen DiFante stated the City was approved for an affiliate grant through the Innovate Alabama program for \$47,619.00. The funds will be used to fund the master plan for the development of the former Oak Mountain Amphitheater property.

6. **Resolution 2025-04-21-04** for consideration to accept a proposal from Pinnacle Custom Signs to install one (1) Gateway sign on Shelby County Highway 11 near the entrance of Wild Timber. This project was budgeted in FY2025.

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

7. **Resolution 2025-04-21-05** for consideration to approve a summary change order from Eagle Pro, LLC for HVAC improvements at the Pelham Civic Complex & Ice Arena. Project No. 6223008. This project was budgeted in FY2025.

Director of Development Services & Public Works Andrè Bittas stated this change order would relocate some existing ductwork to allow for easier air filter access. He said this will be the final change order and the project will be completed.

8. **Resolution 2025-04-21-06** for consideration to approve a summary change order from Total Mechanical Services, Inc. to amend the original contract amount for services related to the Turbo Chiller replacement project at the Pelham Civic Complex & Ice Arena. Project No. 6223006. This project was budgeted in FY2025.

Director of Development Services & Public Works André Bittas stated this is the final change order and the project was completed \$176,045.00 under budget.

F. Public Hearing(s) – None

G. Mayor's Report/Comments

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

9. Retroactively proclaiming April 18, 2025 as Two Lights for Tomorrow Day in Pelham, Alabama

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

10. **Ordinance No. 135-267** for consideration to repeal and replace the Zoning Ordinance of the City of Pelham, Alabama. **(First Reading was on April 7, 2025)**

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

11. **Ordinance No. 288-16** for consideration to amend and repeal certain sections of Chapter 5 of the Pelham, Alabama Code of Ordinances pertaining to business licenses. **(First Reading was on April 7, 2025)**

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

12. **Ordinance No. 522** for consideration to alter, rearrange, and extend the corporate limits of the City of Pelham by annexing certain real property owned by Stephen Allen Thompson and Mary Jeanette Thompson, Parcel Nos. 14 4 18 4 001 099.001 and 14 4 18 4 001 005.003, containing approximately 1.12 acres, located at 1063 Shelby County Highway 72, Pelham, Alabama 35124. **(First Reading was on April 7, 2025)**

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

13. **Ordinance No. 523** for consideration to alter, rearrange, and extend the corporate limits of the City of Pelham by annexing certain real property owned by Benjamin Thompson and Katie Thompson, Parcel No. 14 4 18 4 001 005.009, containing approximately 1.510 acres, located at 1060 Shelby County Highway 72, Pelham, Alabama 35124. **(First Reading was on April 7, 2025)**

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

*(End of the April 21, 2025 Agenda Review)*

## 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(a)(3)(a), Code of Alabama (1975).

City Attorney Josh Arnold stated the purpose of tonight's Executive Session is appropriate under Section 36-25A-7(a)(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>No</u>  |
| Rick Wash, Council Member          | <u>Yes</u> |
| Michael Harris, Jr. Council Member | <u>Yes</u> |

The motion to enter into an Executive Session of the city council died for failing to receive a unanimous affirmative decision.

*It was noted for the record and after further review, in accordance with Section 36-25A-7(2), Code of Alabama 1975, as amended, only a majority vote of those members of the city council present is required to enter into an Executive Session of the city council.*

## Adjournment

A motion to adjourn the work session was made by Councilmember Wash and seconded by Councilmember Harris. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 6:14 p.m.

Respectfully submitted this 21st day of April 2025.



Jonathan Seale, CMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

