



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall Council Conference Room June 16, 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, June 16, 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 June 2, 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

Old Business – None

New Business

1. Legal Update – Alabama House Bill 8 and Alabama House Bill 445

City Attorney Josh Arnold and Assistant City Manager Justin Smith reviewed Alabama House Bills 8 and 445 with the City Council. Mr. Smith said HB 445 added additional licensing provisions regarding hemp derived products (CBD/THC). Mr. Smith said HB 8 is raising the minimum age for purchasing tobacco products from 19 to 21 and will add various restrictions to the sale and advertisement of vape related products. Mr. Arnold stated he expects heavy licensing requirements from the ABC Board but he is not sure at what point that information will be handed down.

Further discussion followed between Mr. Arnold, Mr. Smith, and the members of the city council.

2. Discussion - Final settlement project costs from Alabama Department of Transportation (ALDOT) related to sidewalks along Industrial Park Drive and Bearden Road

Council President Mercer asked for the members of the city council to email the City Manager and/or City Clerk/Treasurer if they are ready to proceed, or not, with payment of the final project costs.

3. Update – Eagle Cove Sewer Lift Station

Assistant City Manager Justin Smith discussed the letter received from the Eagle Cove Homeowners Association (HOA). The letter, dated June 4, 2025, stated the HOA supports the permanent transfer of the Eagle Cove lift station to the City of Pelham for all maintenance and upkeep. The letter further stated the Eagle Cove HOA acknowledges and agrees to the special assessment that will be implemented on the subdivision properties to fund the improvements needed to bring the sewer lift station into code compliance. Mr. Smith outlined the next steps for the city council to take in order to move forward with accepting the lift station.

Further discussion followed between members of the city council.

4. Discussion – 2025 Pelham Palooza

Parks & Recreation Director Brian Cooper discussed the recently cancelled 2025 Pelham Palooza due to inclement weather. He reviewed with the city council the costs associated with this year's Palooza. He said of the \$40,000.00 budgeted for this fiscal year, approximately \$21,000.00 has been spent on the event. He reviewed the reasoning for cancelling the Palooza due to inclement weather and poor turf conditions at the park. He stated he and his staff work hard to keep costs down prior to the event in case it does get cancelled. He said the Palooza used to be the only event in the park. He said now there are 24 different events for citizens and visitors to take advantage of at the park. Mr. Cooper said he was open to alternative suggestions for the Palooza since this was the second year in a row it was cancelled due to inclement weather.

Further discussion followed and ideas were presented including moving the date of the Palooza to later in the summer, moving to the parking lot of the Recreation Center, and moving the entire event indoors/outdoors at the Pelham Civic Complex & Ice Arena.

5. Discussion – Police Department (Job Descriptions)

Police Chief Ed Delmore discussed with the city council proposed job descriptions for the positions of Master Sergeant and Sergeant within the Pelham Police Department. He said he would like to see the department do a better job of mentoring and developing supervisors so they will be prepared when applying to be the next level supervisor. He said to achieve this, the current Sergeants would be promoted to Master Sergeants. After thorough testing, eligible patrol officers would be able to apply for the open Sergeant positions. He said the entire impact of this change will only be \$14,000.00, which will be easily absorbed without the need for a budget amendment.

It was the consensus of those members of the city council president to move forward with the changes. They noted their appreciation for Chief Delmore's foresight and planning.

Review of June 16, 2025 City Council Agenda

Council President Mercer and City Manager Gretchen DiFante reviewed the June 16, 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 June 16, 2025 City Council Agenda
2. Approval of the June 2, 2025 Regular Council Meeting Minutes
3. **Resolution 2025-06-16-01** for consideration to accept the lowest responsive and responsible proposals from Five Star Painting for a public works project for interior painting services at the Pelham Police & Court Building. This project was budgeted for FY2025.

City Manager Gretchen DiFante noted receiving two proposals for a public works project for interior painting at the Police & Court Building. She further stated this project was budgeted for FY2025.

4. **Resolution 2025-06-16-02** for consideration to authorize and accept Supplemental Agreement No. 1 for additional engineering services for the Pelham Greenway Trail, Phases 3 and 4. This project was budgeted for FY2025.

City Manager Gretchen DiFante stated additional engineering services and updating environmental documents related to the Pelham Greenway Trail, Phases 3 and 4. She stated the additional expense is a result of the trail moving back to its original route along the creek. She further stated this project was budgeted for FY2025.

5. **Resolution 2025-06-16-03** for consideration to approve an underground utility easement agreement with Alabama Power Company associated with the Edgars' Bakery Construction Project located at 2428 Pelham Parkway, Pelham, Alabama 35124

City Manager Gretchen DiFante stated an underground utility easement agreement was requested by Alabama Power Company. She explained the request is linked to the Edgars' Bakery Construction Project located at 2428 Pelham Parkway, Pelham, Alabama 35124.

F. Public Hearing(s) – None

G. Mayor's Report/Comments

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

1. Proclaiming June 2025 as Scleroderma Awareness Month

2. Commemorating the 250th Anniversaries of the United States Army, Navy, and Marine Corps.

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 – None

M. New Business / Resolutions / Ordinances / Orders and Other Business – None

(End of the June 16, 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), 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(a)(3), 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 noted the Executive Session would take place in the Council Conference Room and asked the members of the City Council, Mayor Waters, City Manager Gretchen DiFante, Assistant City Manager Justin Smith, Director of Development Services & Public Works André Bittas, City Clerk/Treasurer Jonathan Seale, and City Attorney Josh Arnold 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 45 minutes. The city council went into an Executive Session at 5:45 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 6:47 p.m.

Council President Mercer called the June 16, 2025 city council work session back to order at 6:47 p.m.

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 6:48 p.m.

Respectfully submitted this 16th day of June 2025.

Jonathan Seale, CMC, City Clerk/Treasurer

Maurice Mercer, President of the Council

