



City Council Work Session Minutes

**Pelham City Hall - Council Conference Room
July 7, 2025 – 5:00 PM**

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

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 Chad Leverett
Councilmember Rick Wash
Councilmember Michael Harris, Jr.
Mayor Gary Waters

Not Present: Councilmember David Coram

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 the June 16, 2025 Regular Work Session Minutes

A motion was made by Councilmember Leverett to approve the June 16, 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.

Old Business

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

City Manager Gretchen DiFante stated the State of Alabama recently conducted an audit on the Industrial Park Drive and Bearden Road sidewalk project, which originally began in 2012.

Director of Development Services & Public Works Andre' Bittas stated the City received the invoice from the Alabama Department of Transportation following their routine audit. He said when the City signed the original agreement the cost was simply an estimate and the overruns would be billed at a later date. He added the City did not manage the project, per the agreement, and also had a 20% match, which is typical with a State project. Mr. Bittas stated the City owes the cost of the overruns on the project which were discovered during the audit. He said there is no limitation of time for the State to perform audits and request more funds.

Further discussion followed regarding the details of the project and possible lighting improvements.

New Business

1. Review - Select applicants to serve as Election Polling Officials

City Clerk/Treasurer Jonathan Seale stated he received several requests from Pelham residents to serve as polling officials during the upcoming municipal election. He stated the list he has compiled for city council consideration is based on his recommendation and all candidates are well-trained.

2. Review - Rezoning request for property located at the corner of Highway 52 and Racquet Club Parkway, set public hearing date and time

Director of Development Services & Public Works Andre Bittas stated the Pelham Planning Commission recommended the rezoning application from QuickTrip for property located at the corner of County Road 52 East and Racquet Club Parkway, changing the present zoning from A-1 to B-2.

Walker Gibson and Brian Moura, representatives from QuickTrip, were present to answer questions from those members of the city council present. Mr. Bittas noted rezoning the property is only the first step. He said the City's Zoning Ordinance and Overlay District currently prevents a fueling station to be located on this property due to its proximity to a City-owned facility, the Pelham Senior Center. He said the construction permit would have to be denied.

Further discussion followed between Mr. Bittas, the city council, and the representatives from QuickTrip.

It was the consensus of those members of the city council present to set the public hearing on this rezoning request for August 4, 2025 at 7:00 p.m. in the Council Chambers of Pelham City Hall.

3. Update - Pelham Train Depot, Alabama Register of Landmarks & Heritage

Parks and Recreation Director Brian Cooper stated the City applied for and received the designation for the Train Depot at City Park to become an official site on the Alabama Register of Landmarks & Heritage.

4. Update - Pelham Senior Center

Parks and Recreation Director Brian Cooper and Associate Director Alicia Walters reviewed the registration policy for special trips and outings at the Pelham Senior Center following a recent complaint sent to city council members. He stated the Center has had higher attendance and new processes were created out of concern for safety. He asked the city council to allow them time to work out the details of this new process.

Review of the July 7, 2025 City Council Agenda

E. Consent Agenda

A consent agenda is presented by the Council President at the beginning of a council meeting. Items presented on the consent agenda are considered routine and non-controversial and are organized apart from the rest of the agenda and are adopted by general consent 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 Council President and City Council.

1. Approval of the July 7, 2025 City Council Agenda

2. Approval of the June 16, 2025 Regular Council Meeting Minutes

3. Resolution 2025-07-07-01 for consideration to establish the rank of Master Sergeant in the Pelham Police Department and approve the revised Public Safety Classification Pay Plan

City Manager Gretchen DiFante stated this topic was discussed at the previous work session. She said the new rank will allow for better supervisor mentoring and succession planning. She noted the new rank will not be receiving additional pay.

4. Resolution 2025-07-07-02 for consideration to declare certain items (vehicles/equipment/supplies) of the Pelham Police Department as surplus personal property and to authorize the disposal of the same

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

5. Resolution 2025-07-07-03 for consideration to accept a proposal from Chambliss King Architects for additional architectural and engineering services for the City Park Renovations project. This project was budgeted for FY2025.

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

6. Resolution 2025-07-07-04 for consideration to reject the sole bid for the Heather Ridge Well Electrical Upgrades project and accept the lowest negotiated price from ICS, Inc. This project was budgeted for FY2025.

Director of Development Services & Public Works Andre Bittas stated only one bid was received for the project and was above the estimated budget. He said in accordance with State law, the City negotiated with the sole bidder but the cost was still above the estimated project budget. He said the City then sought out quotes and received the lowest quote from ICS, Inc.

7. Resolution 2025-07-07-05 for consideration to accept a proposal from Sain Associates for construction and engineering inspection services related to the U.S. Highway 31 lighting replacement project

Director of Development Services & Public Works Andre Bittas stated Sain Associates would be providing field inspection services for the project throughout the construction process.

8. Resolution 2025-07-07-06 for consideration to approve the final change order for the Sanitary Sewer Rehabilitation Phase III project

Director of Development Services & Public Works Andre Bittas stated the final project cost came in under budget and this would be the final closeout change order.

9. Resolution 2025-07-07-07 for consideration to accept a proposal from Advanced Landscaping, LLC for landscape services related to the Pelham City Park entrance sign project. This project was budgeted for FY2025.

Communications Manager Ainsley Allison provided renderings and stated during her meetings with Advanced Landscaping, LLC, a Pelham based company, she noted the need to have the landscaping fit in with the signage and surrounding areas. She added maintenance is included in the proposal. Director of Development Services & Public Works Andre Bittas was asked about irrigation and he stated there is no water line connection nearby and adding a new line would be too expensive. He said there is a plan to transport water to the flowers and plants.

10. Resolution 2025-07-07-08 for consideration to accept a proposal from Advanced Landscaping, LLC for landscape services near the Pelham Gateway sign located at the intersection of U.S. Highway 31 and Highway 261. This project was budgeted for FY2025.

See comments above under Resolution 2025-07-07-07.

11. Resolution 2025-07-07-09 for consideration to enter into an easement agreement with Alabama Power Company for electrical services located near the Pelham Civic Complex & Ice Arena

City Engineer Mike Eddington stated this agreement is for the new parking lot lighting on the west side of the Pelham Civic Complex & Ice Arena and would also service the new trail currently under construction.

12. Resolution 2025-07-07-10 for consideration of a request by AT&T for a special use permit for modifications to an existing telecommunications facility located at 5010 Oak Mountain Lane

David Andrews, Center for Municipal Solutions (CMS) said AT&T has made an application to modify their equipment on the existing tower located at 5010 Oak Mountain Lane. The existing tower is a 150-foot monopole tower and AT&T is currently providing service from this facility at a height of 150 feet. AT&T proposes to remove three (3) antennas and five (5) remote radio units from the tower. AT&T proposes to add six (6) antennas and one (1) remote radio unit at a height of 150 feet. This will be a technology upgrade for the site and will provide improved coverage and capacity to the surrounding area. He added CMS recommends approval of the resolution.

F. Public Hearing - None

G. Mayor's Report/Comments

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

I. Report by the City Manager

1. Pelham Police Officer LaVita Scott regarding the Fairview Heights Police Youth Academy and Kayla Scott, Most Athletic Female of 2025, 50th Session

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 2025-07-07-11 for consideration to set the time and date of a public hearing for the purposes of accepting property for a sewer easement and lift station in the Eagle Cove subdivision

Assistant City Manager Justin Smith stated this item is the first step for the City to be able to take ownership and upgrade the sewer lift station. He said a public hearing must be set and he recommended August 18, 2025 at 7:00 p.m. in the Council Chambers of Pelham City Hall to allow for proper notice to be given.

2. Resolution 2025-07-07-12 for consideration to appoint citizens to serve as Election Officials for the 2025 Pelham Municipal Election

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

3. Resolution 2025-07-07-13 for consideration to authorize an agreement with Alabama Power Company for public safety services

It was noted for the record this agreement was for intersection traffic signal cameras.

4. Resolution 2025-07-07-14 for consideration to authorize the payment of the final invoice from the Alabama Department of Transportation (ALDOT) related to the Industrial Park Drive and Bearden Road sidewalk project

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

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 Wash 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, Council Member	<u>Not Present</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 Attorney Josh Arnold, City Manager Gretchen DiFante, Assistant City Manager Justin Smith, Director of Development Services & Public Works André Bittas, Court Clerk Jennifer Bridwell, Police Chief Ed Delmore, Fire Chief Mike Reid, Finance Director Jamie Wagner, 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 6:03 p.m.

Councilmember Leverett 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 7:09 p.m.

Council President Mercer called the July 7, 2025 city council work session back to order at 7:09 p.m.

Adjournment

A motion to adjourn the work session was made by Councilmember Leverett and seconded by Councilmember Harris. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 7:09 p.m.

Respectfully submitted this 7th day of July 2025.



Jonathan Seale, CMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

