



CITY COUNCIL WORK SESSION MINUTES

Pelham City Hall Council Conference Room August 18, 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, August 18, 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 August 4, 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. FY2025 Funding Report – The Arc of Shelby County

Jenny Terrell, Director of Children's Services, accompanied by Jeannine Lyons, Executive Director, and Carole Lyons, Director of Development and Community Relations were present at tonight's work session.

Ms. Terrell stated The Arc of Shelby County has been in Pelham for 27 years and noted their reach is county-wide as they serve 1,700 citizens every year at 100% no cost. She said their expenses are reimbursed by the State of Alabama and through donations. She stated their mission through advocacy, coaching, and support, empowers individuals with developmental disabilities and delays to aid their families in achieving their goals. Ms. Terrell provided a packet of information for the city council and expressed their gratitude for the City's funding allocation for the previous year.

The members of the city council expressed their appreciation for the positive impact The Arc of Shelby County has had on the lives of Pelham citizens.

2. FY2025 Funding Report – Pelham Strong

Dena Freeman, Pelham Strong board member, addressed the city council. She stated Pelham Strong is only four years old and its main event of the year focuses on the Christmas parade. She said the organization and Christmas parade has grown every year and has become an annual tradition for families from Pelham and the surrounding areas. She thanked the city council for their support and said they could not do what they do without it.

The members of the city council thanked Ms. Freeman for her comments and noted how Pelham Strong reaches so many members of the community. They noted the Christmas parade is an event everyone can participate in and it brings the community together.

3. Review – Amendment to the City of Pelham Business License Ordinance and set the public hearing date and time

Assistant City Manager Justin Smith and Finance Director Jamie Wagner addressed the city council regarding the direction they received during the August 4, 2025 work session. Mr. Smith noted the amendment proposed for consideration will allow event sponsors to obtain a \$150.00 business license and their exhibitors to obtain a \$25.00 license. Mrs. Wagner noted once an exhibitor reaches four licenses for the year they will be required to apply for a regular business license.

It was the consensus of those members of the council present the City staff runs like a well-oiled machine and noted their appreciation for pulling together the information so quickly for the city council to consider.

It was noted for the record a public hearing would be scheduled for September 8, 2025 at 7:00 p.m. in the Council Chambers of Pelham City Hall to consider the amendment to the Business License Ordinance.

4. Update – Attorney General's Opinion

It was noted for the record this agenda item would be discussed during the Executive Session.

5. Discussion – Roadway pavement damage along Wooddale Drive

Director of Development Services & Public Works Andrè Bittas stated it came to his attention of roadway pavement damage in front of 4518 Wooddale Drive. Owner Marilyn Zigli was in attendance at tonight's work session. Mr. Bittas provided pictures of the pavement noting the various score marks.

Mr. Bittas said the initial report of the damaged pavement was made to Amwaste back in 2023. He stated he has communicated with the corporate office and is still waiting to hear back from them. Mr. Bittas added there are no structural integrity concerns with the pavement. He said the damage is superficial and will not degrade over time. Mr. Bittas said he received an estimate to mill and patch the damaged area in the amount of \$8,600.00. He added Wooddale Drive is scheduled to be paved within the next two-three years.

It was the consensus of those members of the city council present to seek further information from Amwaste and apply any funds received from them to the resurfacing of Wooddale Drive.

6. Discussion – FY2026 budget timeline

City Manager Gretchen DiFante noted the end of the fiscal year is coming up on September 30, 2025. She reminded the city council the official FY2026 draft budget was presented back in May. She asked if there were any concerns about moving forward so she could relay those to City staff.

Councilmember Wash noted the proposed budget is balanced and is in keeping with the priorities the city council has set from previous years. Councilmember Leverett commented on the various capital projects the City has been able to prioritize as a result of the one-cent sales tax increase a couple of years ago. Councilmember Coram stated he had some questions but they had been answered during the departmental budget presentations. Councilmember Harris stated he was ready to move forward and thanked everyone involved with the process. Council President Mercer stated there was a consensus of the city council to move forward with consideration of the budget at the September 8, 2025 city council meeting.

Review of August 18, 2025 City Council Agenda

Council President Mercer and City Manager Gretchen DiFante reviewed the August 18, 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 August 18, 2025 City Council Agenda

2. Approval of the August 4, 2025 Regular Council Meeting Minutes
3. **Resolution 2025-08-18-01** for consideration to appoint citizens to the Pelham Zoning Board of Adjustment
4. **Resolution 2025-08-18-02** for consideration to appoint citizens to the Pelham Storm Water Board

Councilmember Harris made a motion to remove Resolution 2025-08-18-02 from the August 18, 2025 city council meeting agenda.

City Manager DiFante reminded the city council of the recently approved process of having City staff conduct interviews for certain board positions and bring recommendations to the city council for consideration. Further discussion followed.

Councilmember Harris rescinded his motion to remove Resolution 2025-08-18-02 but requested this item be added to the Executive Session as allowed by Section 36-25A-7(a)(1), Code of Alabama (1975), as amended.

5. **Resolution 2025-08-18-03** for consideration to enter into a contract agreement with Gillespie Construction, LLC for sidewalk repairs and the installation of curb ramps in the Stonehaven neighborhood. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas noted this is an annual expense to make all neighborhood sidewalks more ADA accessible and compliant. He said this year will be focused on the Stonehaven neighborhood.

6. **Resolution 2025-08-18-04** for consideration to accept a proposal from Jackson, Renfro & Associates, Inc. for electrical engineering services related to the main switchboard and HVAC electrical panel improvement project at the Pelham Civic Complex & Ice Arena. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated this project was included in the capital projects budget. He noted this agreement will be for the design phase.

7. **Resolution 2025-08-18-05** for consideration to accept the lowest responsive and responsible modified bid from Mark Johnson Construction, LLC for the Wastewater Treatment Plant blower replacement project. This project was budgeted for FY2025.

Director of Development Services & Public Works André Bittas stated this project is for the ongoing maintenance of the Wastewater Treatment Plant to keep the facility running smoothly.

8. **Resolution 2025-08-18-06** for consideration to adopt the City of Pelham Transportation Plan for FY2026

F. Report by the City Manager

1. Introduction of New City of Pelham Employees
2. Stephen Allen, Williams Blackstock Architects

Mr. Allen provided a preview of the presentation he would be making during the council meeting at 7:00 p.m.

G. Public Hearing(s)

1. Regarding a special assessment request made by the Eagle Cove Homeowners Association related to the Eagle Cove Subdivision sewer lift station rehabilitation project
2. To consider Ordinance No. 135-268, an amendment to the zone district boundaries of the City of Pelham changing the present zoning B-2 (General Business District) to R-1A (Single Family Residential District) for property located near Ridge Drive, containing 5.22 acres (+/-).

Owner/Applicant: Dave Gamble

H. Mayor's Report/Comments

I. Proclamation(s) and Resolution(s) by the Mayor and Others – None

J. Report by the City Attorney

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

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

1. **Ordinance No. 525** authorizing an agreement granting non-exclusive right-of-way use to MCImetro Access Transmission Services, LLC for the purpose of constructing and maintaining a fiber-based communications system within certain public rights-of-way within the City of Pelham, Alabama (**First Reading was on August 4, 2025**)

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

1. **Ordinance No. 135-268** an amendment to the zone district boundaries of the City of Pelham changing the present zoning B-2 (General Business District) to R-1A (Single Family Residential District) for property located near Ridge Drive, containing 5.22 acres (+/-). (**First Reading**)

(End of the August 18, 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 and to discuss the general reputation and character, physical condition, professional competence, or mental health of individuals, or, subject to the limitations set out herein, to discuss the job performance of certain public employees under Sections 36-25A-7(a)(1)(3), Code of Alabama (1975), as amended.

City Attorney Josh Arnold stated the purpose of tonight's Executive Session is appropriate under Sections 36-25A-7(a)(1)(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, Fire Chief Mike Reid, Police Chief Ed Delmore, Finance Director Jamie Wagner, 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 30 minutes. The city council went into an Executive Session at 6:30 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 7:13 p.m.

Council President Mercer called the August 18, 2025 city council work session back to order at 7:14 p.m.

It was the consensus of those members of the city council present to set a public hearing for September 8, 2025 at 7:00 p.m. to consider the revocation of a business license from a certain City of Pelham taxpayer.

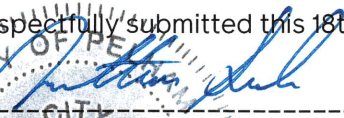
Councilmember Coram made a motion to remove Resolution 2025-08-18-02 from the August 18, 2025 city council meeting agenda. The motion was seconded by Councilmember Wash.

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

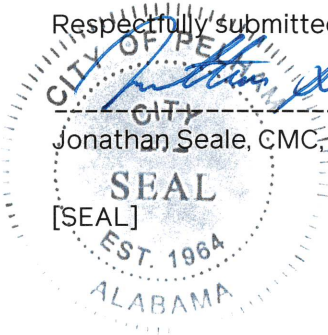
Adjournment

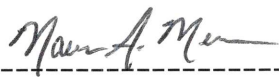
A motion to adjourn the work session was made by Councilmember Coram and seconded by Councilmember Harris. The motion passed unanimously by voice vote of those members present, and the work session was adjourned at 7:15 p.m.

Respectfully submitted this 18th day of August 2025.



Jonathan Seale, CMC, City Clerk/Treasurer





Maurice Mercer, President of the Council