

# *The City of Pelham*

## **MINUTES OF THE COUNCIL MEETING**

**December 21, 2023 – 6:30 p.m. – Council Chambers**

### **PRESENT:**

Mayor James Eubanks	Police Chief, Nealie McCormick
Mayor Pro Tem Alfred Brown	Accounts Payable Clerk, Jasmine Riddle
Council Member Bennett Adams	Denise Woodard
Council Member Rhonda Brown	Charles Brimberry
Council Member Bobby Robinson	Doris Swarn
Council Member Cody Shiver	Mistry Troutman
City Manager, Christian Drake	Court Clerk, Helen Cody
City Attorney, Tommy Coleman	Teresa Robinson

**\*\*\*Absent from the meeting was Council Member Fredrick Davis\*\*\***

With a quorum present, Mayor Eubanks called the meeting to order at 6:34 p.m. followed by the Pledge of Allegiance to the flag. Mayor Eubanks provided the opening prayer.

### **CITIZEN COMMENTS**

There were no citizen comments.

### **COUNCIL MINUTES**

**Council Member Adams made a motion** to approve the Council Meeting Minutes for November 16, 2023, and Work Session minutes for December 14, 2023, as presented, **seconded by Council Member Brown. The vote was unanimous.**

### **DEPARTMENT REPORTS**

A review of all department reports.

### **FINANCIAL REPORT**

A review of the financial report.

## ANNUAL CALENDAR

City Manager Drake presented the proposed Council meetings and holiday calendar for 2024. The Council meetings will remain consistent with the second and third Thursday of each month with no holiday conflicts. The holiday calendar will mirror the 2023 calendar.

**Council Member Robinson made a motion to accept the calendar as presented, seconded by Mayor Pro Tem Brown. The vote was unanimous.**

## FY2023 AUDIT CONTRACT

City Manager Drake presented a memorandum submitted by Mr. Perry L. Henry of Perry L. Henry, LLC. The memorandum outlined the scope of the work to be completed by Perry L. Henry, LLC, and the contract price regarding FY 2023 audit.

**Council Member Shiver made a motion to approve entering a contract with Perry L. Henry, LLC to conduct the FY2023 audit, seconded by Council Member Brown. The vote was unanimous.**

## CITY BOARD APPOINTMENTS

City Manager Drake presented several board appointments, whose terms will begin in 2024. They are as follows: Pelham Main Street members Shirley Daniels and Kacey Blackburn are seeking to renew their board terms. Pelham Downtown Development Authority members Charles Gilbert and Donnie Palmer are seeking to renew their terms. There are two vacant seats on the DDA board that will need to be filled as well. There are four volunteers that need to be confirmed to serve on the Planning Commission: Shirley Daniels, Earl Clayton, Sarah Lynn Kelly-Lunderman, and Woodrow Jones. There are four volunteers that need to be confirmed to serve on the Pelham Historic Commission: Felicia Battle, Rhonda Lisa Atkins, Ed Lunderman, and Tonya R. Johnson. Council Representation on the Main Street board needs to be filled. Additional appointments that need to be filled are Mayor Pro Tem, Southwest Georgia Regional Commission Council Non-Public Representative, and the Ethics Board. There are two potential members for the Ethics Board: Alfred Brown and Leslie Lamb. Council Members Brown, Davis, and Robinson expressed interest in being the Mayor Pro Tem.

**Council Member Adams made a motion to approve the city appointments as presented, seconded by Council Member Robinson. The vote was unanimous.**

## MAYOR PRO TEM

Council Members Brown and Robinson nominated themselves to be Mayor Pro Tem. Mayor Eubanks called for a vote. **Council Member Brown received 4 votes in favor of her becoming Mayor Pro Tem.**

**The votes were from Mayor Pro Tem Brown, Council Member Adams, Council Member Brown, and Council Member Shiver. Council Member Robinson received 1 vote in favor of him becoming the Mayor Pro Tem. The vote was for himself. Due to receiving 4 votes, Council Member Brown will become the Mayor Pro Tem.**

### **CITY CEMETERY PRESERVATION COMMITTEE**

City Manager Drake presented a memorandum to the Council outlining key points for a proposed resolution to establish a Cemetery Preservation Commission. The commission will be for the Liberia Street Cemetery only. The commission will consist of five members that will serve four-year terms. The commission will be authorized to identify and prioritize rehabilitation needs of cemeteries, assist in legal research and action related to cemetery relocation and maintenance and other tasks. The commission will be able to accept donations in addition to receiving from the City, subject to Council approval.

**Council Member Adams made a motion to approve the resolution, seconded by Council Member Shiver. The vote was unanimous.**

### **PUBLIC HEARING PROCEDURES**

City Manager Drake presented proposed resolution 2023-12-21-1 for Adoption of Zoning Hearing Procedures. The purpose of the resolution is to establish procedures for zoning hearings in accordance with O.C.G.A. § 36-66-5(a).

City Manager Drake is recommending the Council adopt resolution 2023-12-21-1 that sets policies and procedures governing hearings.

**Council Member Shiver made a motion to approve the resolution, seconded by Council Member Brown. The vote was unanimous.**

### **DEMONSTRATION & PARADE ORDINANCE**

City Manager Drake presented proposed ordinance 2023-12-21-2 that will regulate demonstrations and parades. It aims to protect the health, safety, and welfare of the citizens of Pelham while preserving their constitutional rights.

City Manager Drake is recommending the Council adopt ordinance 2023-12-21-2 regulating demonstrations and parades.

**Council Member Brown made a motion to approve the resolution, dispensing with the second reading, seconded by Council Member Shiver. The vote was unanimous.**

### **CITY MANAGER POWERS & DUTIES**

City Manager Drake presented proposed ordinance 2023-12-21-3. The purpose of this ordinance is to restore the city manager's ability to hire, suspend, and remove all city employees and administrative officers. It will repeal conflicting provisions in the current charter, specifically those introduced by the Home Rule Ordinance on December 15, 2016.

City Manager Drake is recommending the Council adopt Ordinance 2023-12-21-3, restoring powers and duties of the city manager to provide for the appointment, suspension, and removal of all city employees and administrative officers.

**Council Member Adams made a motion to approve the resolution, seconded by Council Member Brown. The vote was unanimous.** A second reading will be done at the January 2024 Council Meeting.

### **STUDENT RESOURCE OFFICER MOU**

**Council Member Adams made a motion to approve the Police Chief McCormick signing a memorandum of understanding for the school resource officer, seconded by Mayor Pro Tem Brown. The vote was unanimous.**

### **ESTABLISHING THE PELHAM DEVELOPMENT AUTHORITY**

City Manager Drake presented proposed resolution 2023-12-21-4 that will establish the Pelham Development Authority. Establishing the Pelham Development Authority will address the urgent need to foster economic growth and enhance employment opportunities within the city of Pelham.

**Council Member Brown made a motion to appoint the member of the Downtown Development Authority to serve as members of the Pelham Development Authority, seconded by Council Member Adams. The vote was unanimous.**

### **PELHAM LIBRARY GRANT RESOLUTIONS**

City Manager Drake presented resolutions that will allow the City to apply for a grant to receive funding from the Hurricane Michael Disaster Assistance Emergency Supplemental Historic Preservation Fund to be used for the library and allow the City to elect to use the Southwest Georgia Regional Commission to administer the grant should it be awarded.

**Council Member Adams made a motion to approve both resolutions, seconded by Mayor Pro Tem Brown. The vote was unanimous.**

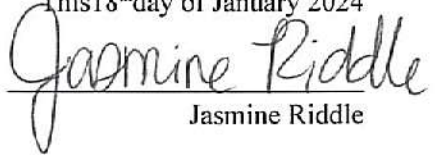
**ADJOURN**

**Council Member Robinson made a motion to adjourn, seconded by Council Member Brown. Mayor Eubanks declared the meeting closed at 7:25 p.m.**

  
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Mayor, James Eubanks



AUTHENTICATED:

This 18<sup>th</sup> day of January 2024  
  
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Jasmine Riddle