

The City of Pelham

MINUTES OF THE COUNCIL MEETING

August 17, 2023 – 6:30 p.m. – Council Chambers

PRESENT:

Mayor, James Eubanks	City Manager, Christian Drake	Monica Davis
Mayor Pro-Tem, Alfred Brown	City Clerk, Lisa Austin	Teresa Robinson
Council Member, Bennett Adams	Police Chief, Nealie McCormick	Teresa Jones
Council Member, Rhonda Brown	Fire Chief, Shane Stinson	
Council Member, Bobby Robinson	Randy Wind, Enterprise-Journal	
Council Member, Cody Shiver	City Attorney, Tommy Coleman	
	Main Street/DDA Director, Cameron Harris	

Absent from the meeting was Council Member Fredrick Davis

With a quorum present, Mayor, James Eubanks called the meeting to order at 6:37 p.m. and provided the opening prayer.

AGENDA

Council Member Adams made a motion to approve the amended agenda which added an executive session to discuss litigation, **seconded by Mayor Pro-Tem Brown. The vote was unanimously approved.**

CITIZEN COMMENTS

Teresa Robinson addressed the council and spoke about how she wants to work with the council and make changes in the community. Robinson stated that if we were going to do things we needed to work together and respect each other. Robinson mentioned the city finances and if there was nothing to hide, she could accept that. Robinson stated that if wrong is being done it will prevail itself and that the focus should be on how to make the community better. Robinson stated that she does her research, and everyone needs to take accountability in order to move forward.

Council Member Adams addressed Teresa Robinson concerns and stated that a city audit is done every year and is required by the state on all the city finances. The audit was presented last

month and there were no findings in the audit. Council Member Adams also let Robinson know if she thought the city council was not doing a good job then next week was qualifying and she could qualify for one of the open seats. Council Member Brown stated she did not live within the city limits.

Teresa Robinson tried to address the council again after her time to address the council had expired and Mayor Eubanks called the meeting to order. Mayor Eubanks stated he was calling the meeting to order in order to move forward with the agenda.

DEPARTMENT REPORTS

The council reviewed the department reports that were included in the packets.

FINANCIAL REPORT

The council reviewed the financial reports that were included in the packet.

COUNCIL MEETING MINUTES

Council Member Brown made a motion to approve the minutes of July 20, 2023, council meeting, and the minutes of August 10, 2023, work session as distributed, **seconded by Council Member Shiver. The vote was unanimously approved.**

PURCHASING POLICY

City Manager Drake discussed the threshold increases for the purchase order approval and the competitive sealed bid process. The intent of these proposed changes is to streamline the purchasing procedures while ensuring operational efficiency and flexibility without compromising the integrity of our procurement practices.

Below are the purchasing policy thresholds as recommended:

- 1.1 Purchase Orders from \$10,000 to \$30,000
- 2.4 Competitive Sealed Bid Process from \$30,000 to \$50,000
- 3.2 Sole Source Purchases from \$10,000 to \$30,000

Council Member Shiver made a motion to approve the purchasing policy thresholds as stated above, **seconded by Council Member Brown. The vote in favor of the motion was Council Member Shiver, Council Member Brown, Mayor Pro-Tem Brown, and Council Member Adams. The vote opposed to the purchasing policy increase was Council Member**

Robinson. Mayor Eubanks stated that with the majority in favor of the motion to increase the purchasing policy thresholds the motion will carry.

ROAD CLOSURE

Pelham Main Street is requesting a road closure for their Downtown Yard Sale event that will take place September 9, 2023, from 8:00 a.m. to 12:00 noon. The road closure will be at the intersection of Mathewson Avenue and Church Street and the intersection of Mathewson Avenue and Blythe Street. Due to all the businesses that would be affected by the suggested road closure not being notified the council did not approve the suggested road closure.

LEAD & COOPER RULE COMPLIANCE ASSISTANCE-RFP AWARD

On July 31, 2022, we posted an RFP asking for sealed proposals for Lead and Cooper Rule Compliance Assistance on our website and the Georgia Procurement registry. All sealed bids will be thoroughly reviewed by our evaluation team, and shortlisted companies may be contacted for further discussions or presentations. The sealed bid opening was held August 15, 2023, at 11:00 a.m. at Pelham City Hall. We received three sealed bids from reputable firms:

1. 120Water: Their bid amounts to \$12,650.50 per year.
2. McKim & Creed: Their bid amounts to \$161,000.
3. Sunbelt Consulting LLC: Their bid amounts to \$105,000.

City Manager Drake stated that he had reached out to 120Water and they confirmed that the bid amounts were not what was asked for. City Manger Drake stated that after reviewing the proposals and the specific requirement of the project he recommends Sunbelt Consulting LLC.

Council Member Adams made a motion to award the RFP to Sunbelt Consulting LLC with a bid amount of \$105,000, seconded by Mayor Pro-Tem Brown. The vote was unanimously approved.

DEEP WELL BID ADWARD

Bids were received and opened for the project titled "Deep Well & Safety Improvements" on August 1, 2023. Only one bid was submitted by RPI Underground, Inc. with a base bid of \$1,352,106.00 and was determined to be the low bidder. The bid tabulation base bid items A-F are related to getting the project started as it relates to the Scott Marshall Well. Watkins & Associates are recommending the city award only the bas bid items A-F in the amount of \$110,150.00. This will allow the contractor to be able to mobilize on site and determine the extent of the repairs needed. Watkins & Associates then can prepare a revised scope of work so that the council can issue a change order of the remaining portion of the work required.

Mayor Pro-Tem Brown made a motion to approve Watkins & Associates recommendation to award RPI Underground Inc with a base bid of \$110,150.00 for items A-F to begin work of the Scott Marshall Well and to bring a better price on the final cost of the project to the city council, seconded by Council Member Shiver. The vote was unanimous.

EXECUTIVE SESSION


Council Member Adams made a motion to enter into executive session to discuss litigation, seconded by Council Member Brown. The vote was unanimously approved. Mayor Eubanks stated that the time is 7:23 p.m.

RECONVENE REGULAR SESSION

Council Member Adams made a motion to reconvene the regular session, seconded by Mayor Pro-Tem Brown. The vote was unanimously approved. Mayor Eubanks declared the regular session back in order at 7:47 p.m. and stated no votes were taken during executive session.

ADJOURN

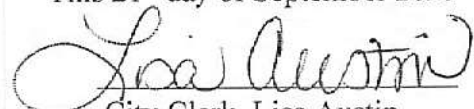
Council Member Robinson made a motion to adjourn the meeting at 7:47 p.m., seconded by Council Member Brown. The vote was unanimously approved.



Mayor, James Eubanks

AUTHENTICATED:

This 21st day of September 2023



City Clerk, Lisa Austin