

# *The City of Pelham*

## **MINUTES OF THE COUNCIL MEETING**

**November 21, 2024 – 6:30 p.m. – Council Chambers**

### **PRESENT:**

Mayor, James Eubanks  
Mayor Pro-Tem, Rhonda Brown  
Council Member, Bennett Adams  
Council Member, Fredrick Davis  
Council Member, Cody Shiver  
Council Member, Mistry Troutman

City Manager, Christian Drake  
City Clerk, Lisa Austin  
City Attorney, Tommy Coleman  
Police Chief Nealie McCormick  
Asst. Chief, Rod Williams  
Fire Chief, Shane Stinson  
DDA/Main Street Director Cameron Harris  
Enterprise/Journal, Randy Wind  
SWGRC, Sheena Stephens

**\*\*Absent from meeting Council Member Bobby Robinson\*\***

With a quorum present, Mayor Eubanks called the meeting to order at 6: 35 p.m. followed by the Pledge of Allegiance. Council Member Davis provided the opening prayer.

### **APPROVAL OF AGENDA**

**Council Member Adams made a motion to approve the agenda, seconded by Mayor Pro-Tem Brown. The vote was unanimously approved.**

### **CITIZEN'S COMMENTS**

There were no citizen comments.

### **APPROVAL OF MINUTES**

**Mayor Pro-Tem Brown made a motion to approve the Council Meeting Minutes for October 17, 2024, and the Work Session Minutes for November 14, 2024, as distributed, seconded by Council Member Shiver. The vote was unanimously approved.**

### **DEPARTMENT REPORTS**

A review of all department reports.

Sheena Stephens from the South West Georgia Regional Commission came before the council to discuss Brace Grant. Stephens said Mayor Pro-Tem Brown had approached her about the grant. Stephens notified the council that Pelham would receive the grant for \$5,000. "Pelham Clean & Green Initiative: Reducing Litter, Illegal Dumping, and Blight in our Community". The \$5,000 budget will be allocated to key areas that will support Pelham's litter elimination project. The largest portion, \$3,000, will be used for waste bins and signage, enabling the purchase of trash and recycling bins to be placed in high-traffic areas. These will also cover the installation of signage encouraging proper waste disposal and warning against illegal dumping. Another \$1,000 will go towards clean-up supplies, such as gloves, trash bags, and safety vests, ensuring community clean-up efforts are well-equipped and sustained. A total of \$500 will be invested in educational materials and workshops to raise awareness about litter prevention and engage the community in responsible waste management practices. Finally, volunteers will paint fire hydrants in a fun creative manner, to draw attention to the campaign. This budget will provide the necessary resources for a comprehensive approach to reducing litter in Pelham.

#### **ALCOHOL LICENSE-DISCOUNT LIQUOR, 456 BAGGS AVE.**

Discount Liquor, located at 456 Baggs Avenue near Highway 19, is now under new ownership. Pre city and state regulations, any business that is selling alcohol that changes ownership and is intending to continue selling, alcohol must apply for a new alcohol license to be approved by the city council. The required public notice was advertised in accordance with the law, running in our local paper for two consecutive weeks on November 6<sup>th</sup> and November 13<sup>th</sup>. A background records check was conducted on Summer Patel for the purpose of beer packaging only, liquor packaging only and wine package only licenses. No record was found to disqualify the applicant, and approval of licenses is recommended for approval.

**Council Member Adams made a motion to approve the alcohol license for Summer Patel for Discount Liquor located at 456 Baggs Avenue, seconded by Mayor Pro-Tem Brown. The vote was unanimously approved.**

#### **ALCOHOL LICENSE**

A list was provided of the business's which currently hold an alcohol license within the City of Pelham. All businesses which currently hold an alcohol license do not have any findings which would disqualify them from continuing to have a alcohol license for 2025.

**Council Member Shiver made a motion to approve the renewal of all the 2025 alcohol license as presented, seconded by Mayor Pro-Tem Brown. The vote was unanimously approved.**

## FIRE DEPARTMENT GRANT WRITER CONTRACT

The city approached Davidson's Grant Writing to help secure an AFG and Safer Grant for the city. Davidson's Grant Writing has a proven track record of successfully securing grants for fire department across Georgia. Their expertise makes them as strong partner for the City of Pelham as we seek to secure funding through the Staffing for adequate Fire and Emergency Response (SAFER) grant and the assistance to Firefighter Grants (AFG). The SAFER grant will help achieve an important staffing need for our fire department. We plan to request \$450,000 to fund three additional firefighter positions, which are essential to meeting the Insurance Services Office (ISO) requirement of an average of four firefighters' response per fire. The AFG grant will address a pressing need for updated turnout gear, which is the protective equipment used by firefighters when responding to fires. We intend to request \$60,000 to purchase approximately 12 sets of turnout gear to meet these needs. There is no charge to write and submit the grant applications. If a grant is awarded, Davidson's Grant Writing charges a 5% fee based on the awarded amount. If no grant is awarded there is no charge.

**Council Member Davis made a motion** to enter into a contract with Davidson's Grant Writing for the purpose of securing Staffing for Adequate Fire and Emergency Response (SAFER) grant and Assistance to Firefighter Grants (AFG), **seconded by Council Member Shiver. The vote was unanimously approved.**

## FIRE DEPARTMENT CASCADE SYSTEM

The Pelham Fire Department is seeking the city council's support to move forward with the purchase of a cascade system, a critical piece of equipment for the department. A cascade system is essential for refilling self-contained breathing apparatus (SCBA) tanks, which provide firefighters with the clean air they need to safely operate in hazardous environments during emergencies. The department currently does not have the capability to refill our SCBA tanks onsite. This limitation prevents staff from training on the proper use of SCBA equipment. Additionally, after using SCBA tanks during emergencies or training, we must rely on neighboring fire department to refill them. To address this critical need, three quotes in accordance with Section 2.3 of the City's Purchasing Policy were received from:

Ten-8: \$47,782.33

MBS Safety Solutions: \$52,059.72

Municipal Emergency Services: \$93,081.67

**Mayor Pro-Tem made a motion** to approve the purchase of a cascade system from the low bidder Ten-8 in the amount of \$47,782.33, **seconded by Council Member Davis. The vote was unanimously approved.**

## ROAD CLOSURES

### PELHAM MAIN STREET SMALL BUSINESS SATURDAY, NOVEMBER 30TH

Pelham Main Street is hosting a Small Business Saturday event downtown from 9:00 a.m. until 5:00 p.m. on November 30<sup>TH</sup>. Pelham Main Street will utilize the Pelham Police Department and the Downtown Manager to secure the event area with caution tape and cones. Alternative route signs at the intersection of Primitive Street and Blythe Street and Primitive Street and McLaughlin Street.

**Council Member Adams made a motion** to approve the road closure of Blythe and McLaughlin for the Small Business Saturday on November 30<sup>TH</sup> from 9-5, **seconded by Council Member Davis. The vote was unanimously approved.**

### PELHAM CHAMBER CHRISTMAS PARADE, DECEMBER 3<sup>RD</sup>

The Pelham Christmas parade is scheduled for December 3rd, with lineup beginning at 4:30 p.m. and the parade starting at 7:00 p.m. Pelham Chamber of Commerce propose using the original parade route and request that a portion of Sapp Avenue, specifically from Palmer Street to Burum Street, be blocked off to ensure a smooth a safe event. Coordination with the Chief of Police will ensure that all necessary safety protocols are in place.

**Council Member Shiver made a motion** to approve the road closure from Palmer Street to Burum Street be blocked off and a portion of Sapp Avenue and the original parade route on December 3rd for the annual Christmas Parade, **seconded by Council Member Davis. The vote was unanimously approved.**

### PELHAM FEED AND SEED FARMER'S MARKET, DECEMBER 14<sup>TH</sup>

Pelham Feed and Seed is having a Farmer's Market on Saturday, December 14<sup>TH</sup> downtown. The event will take place from 9:00 a.m. until 1:00 p.m. The downtown manager will be utilized to secure the event area with caution tape. The road closure will be Jackson Street SW from the intersection of McLaughlin Street SW to West Railroad Street South.

**Mayor Pro-Tem Brown made a motion** to approve the road closure of Jackson Street SW from the intersection McLaughlin St. SW to W. Railroad St. S., **seconded by Council Member Davis. The vote was unanimously approved.**

## 2025 STREET PAVING


The goal for the road resurfacing project is to utilize our available funds, effectively, and equitably, ensuring that the roads most in need of attention receive the necessary improvements. The available

funding for this project is TSLOST funds of \$343,041.30, LMIG funds of \$200,000, and One Georgia Reimbursement of \$758,000. The roads were evaluated using the following criteria: Traffic Volume, Current Road Condition, Number of Residence, Future Infrastructure, and Economic Impact. Based on the rating the following roads were recommended: W. Railroad Street N., W. Railroad Street S., Reid St., Mize St., Glausier St., Wilkes Ave., Lee Williams Drive.

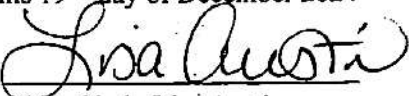
**Council Member Troutman made motion to approve the recommended streets of W. Railroad Street N., W. Railroad St. S., Reid St., Mize St., Glausier St., Wilkes Ave., and Lee Williams Drive for 2025 street paving, seconded by Council Member Davis. The vote was unanimously approved.**

**ADJOURN**

**Mayor Pro-Tem Brown made a motion to adjourn, seconded by Council Member Shiver. Mayor Eubanks declared the meeting closed at 7:04 p.m.**

  
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Mayor, James Eubanks

AUTHENTICATED:

This 19<sup>TH</sup> day of December 2024  
  
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City Clerk, Lisa Austin