

# *The City of Pelham*

## **MINUTES OF THE COUNCIL MEETING**

**July 18, 2024 – 6:30 p.m. – Council Chambers**

### **PRESENT:**

Mayor, James Eubanks	City Attorney, Tommy Coleman
Mayor Pro-Tem, Rhonda Brown	Police Chief, Nealie McCormick
Council Member, Bennett Adams	Police Investigator, Adam Lamb
Council Member, Bobby Robinson	Enterprise-Journal, Randy Wind
Council Member, Cody Shiver	Doris Swann
Council Member, Mistry Troutman	David Chambers
City Manager, Christian Drake	Randy Due
City Clerk, Lisa Austin	Janie Holton

Council Member, Fredrick Davis was present via telephone.

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

### **APPROVAL OF AGENDA**

**Mayor Pro-Tem Brown made a motion to approve the agenda, seconded by Council Member Shiver. 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 June 20, 2024, and Work Session minutes for July 11, 2024, as distributed, seconded by Council Member Davis. The vote was unanimously approved.**

### **DEPARTMENT REPORTS**

A review of all department reports.

## **AWARD ENGINEERING RFP**

The City of Pelham put out a request for qualifications and proposals for selection of an Engineering Firm to provide post-award services for water and/or sewer infrastructure projects funded by the American Resue Plan Act (ARPA) State Fiscal Recovery Fund (SFRF) from the Governor's Office of Planning and Budget (GA OPB) and Georgia Environmental Finance Authority (GEFA). Post-awarded services will include, but are not limited to, planning, design, cost estimating, bidding, contracting, construction oversight, quality control, grant administration, and project closeout. Two submissions were received from Watkins and Associates LLC and ESG Engineering. Based on the evaluation of each company's submission it is recommended to award this RFQ to Watkins & Associates LLC.

**Council Member Adams made a motion to accept City Manager Drake recommendation and award the RFQ to Watkins & Associates LLC, seconded by Mayor Pro-Tem Brown. The vote was unanimously approved.**

## **GEFA DRINKING WATER PROJECT**

A change order was presented in reference to a project titled "Deep Well & Safety Improvements." Only one bid was submitted on August 1, 2023, from RPI Underground Inc. with a base bid of \$1,352,16.00. Watkins & Associates, LLC recommended the city to enter into an agreement with RPI Underground to construct the "Deep Well & Safety Improvements" contingent the results from the investigation required to the Scott Marshall Well. Following the investigation report the estimated cost of the project was reduced to cost down to \$884,263.00.

**Council Member Adams made a motion to approve the change order and noted the original cost of the project was \$1,352,106.00 and the cost has been reduced to \$884,263.00, seconded by Mayor Pro-Tem Brown. The vote was unanimously approved.**

## **TRAVEL POLICY**

The proposed travel policy was presented. For many local government employees, and elected officials in Pelham, work-related travel is an essential part of their duties. Each year, the city allocates budget funds to cover travel expenses, including lodging, meals, and mileage. This policy aims to manage these expenses effectively, ensuring that public resources are used effectively and transparently. This policy aligns with state and federal regulations, particularly those outlined by the State of Georgia.

**Council Member Adams made a motion to approve the proposed travel policy that was presented, seconded by Mayor Pro-Tem Brown. The vote in favor of the motion was Council Member Adams, Mayor Pro-Tem Brown, Council Member Shiver, Council Member Davis, and Council Member Troutman. Council Member Robinson was opposed to the travel policy. Mayor Eubanks stated the majority are in favor of the travel policy and the motion will carry.**

**ROAD CLOSURE-MAIN STREET CHALK FESTIVAL**

The Pelham Main Street Committee and Director are requesting to have a portion of Mathewson Avenue from the intersection of East Railroad (Old GA 3) to the intersection of West Railroad to be blocked off from 11:00 a.m., to 6:00 p.m. Saturday, August 10<sup>th</sup> for the Color and Splash Festival that will be held in Freedom Park.

**Mayor Pro-Tem Brown made a motion** to approve the closing of a portion of Mathewson Avenue from the intersection of East Railroad (Old GA 3) to the intersection of West Railroad to be blocked off from 10 a.m. until 6:00 p.m. on Saturday August 10<sup>th</sup> for the Color and Splash Festival that will be held in Freedom Park, **seconded by Council Member Shiver. The vote was unanimously approved.**


**ADJOURN**

**Council Member Robinson made a motion** to adjourn, **seconded by Council Member Troutman. The vote was unanimously approved, and Mayor Eubanks declared the meeting closed at 6:48 p.m.**

  
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Mayor, James Eubanks

AUTHENTICATED:

This 15th day of August 2024

  
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Lisa Austin, City Clerk

