

Town of Pine Level

MINUTES REGULAR MONTHLY COUNCIL MEETING PUBLIC HEARING MAY 14, 2026, 5:45 p.m.

The Town of Pine Level held a Mayor and Council Regular Meeting on Thursday, May 14, 2026, in a meeting room of the Town of Pine Level Town Hall.

CALL TO ORDER Mayor Zachary Bigley called the meeting to order.

ROLL CALL Mayor Bigley called roll. Present were Councilmembers Bixler, Gray, Hickman, Mayhan and Moore. Also, present was Town Clerk Theresa Cook and Town Attorneys Nancy Kirby and Nikki Ivey.

PLEDGE OF ALLIGANCE

INVOCATION An invocation was given by Councilmember Bixler.

OATH OF OFFICE OF PLANNING COMMISSION & BOARD OF ZONING
ADJUSTMENTS

Planning Commission

Tom Baker
Zachary Bigley
Randy Hickman
Ken Hollon

Tanner Hudson
Earl Irvine
Keith Seamon

Board of Zoning Adjustments

Caleb Bontrager
Thompson Fuller

Janet Hickman
Louis Shippen

Attorney Kirby administered the Oath of Office of the above members that were present. For those members unable to attend this meeting, there will be a time scheduled later.

OLD BUSINESS

Project Rocky Top Update

Mayor Bigley called on Attorneys Kirby for information to move forward, and she shared information on where the Town is in this process. She stated that developer's lender does not like the terms of the Town being able to pull the property back. Attorney Kirby stated that she and CAEC had been working with the Town lenders. The solution is a loan forgiveness statement in the agreement.

To approve the purchase and sale agreement, a motion was made by Councilmember Hickman and seconded by Councilmember Moore. This motion passed unanimously.

Pine Level Community Center

Mayor Bigley called attention to the land survey report in the meeting packets and he reviewed the information. He also called attention to the rental information and stated the long-term renters did not have any written agreements with the Community Center. He called on Clerk Cook for an update. She stated that the rental information included a section for alcoholic beverages. Fire Chief Austin Worcester had walked through the Community Center to gather information to set the maximum capacity of the rooms and check the safety aspects of the building. A report from him will follow at a later date. Mayor Bigley asked Clerk Cook for examples of what he initially noted. Noted was smoke detector not properly placed, the stage curtains, the kitchen stove hood and fire extinguishers were not placed properly and there are not enough placed. Mayor Bigley reviewed the rental fees and deposits.

Councilmember Gray suggested removing the "kitchen use" section from the renter information and this was discussed. Councilmember Mayhan asked about caterers and no open flames. Clerk Cook stated that "sternos" would be add as acceptable. Mayor Bigley called attention to the surveying invoice.

There was a motion to approve these documents with the sternos usage updated and to pay the surveying invoice made by Councilmember Gray and seconded by Hickman. The motion passed unanimously.

Autauga County Emergency Managements - Region D Hazardous Mitigation Plan

Attorney Kirby distributed a model ordinance she has drafted after her research that suits the Town of Pine Level. She asked the Council to review this document. She stated this allows the citizens to secure federal flood insurance coverage at the cost. Attorney Kirby stated that this would be the first reading of the ordinance and will be presented for a vote at the June meeting. She also stated that the Town Planning Commission would need to review this with their guidelines. The FEMA flood zone map would need to be included with ordinance and a flood zone permitting process put into place for residents that wish to develop in a flood zone to comply with the codes. There is an administrative permit fee that should be addressed. Mayor Bigley stated that this would be a benefit to the citizens if they wish to participate.

County Road 92 – Paving Invoice

Mayor Bigley called attention to the invoice in the meeting packets. To pay this invoice, a motion was made by Councilmember Gray and seconded by Councilmember Moore. This passed unanimously.

NEW BUSINESS

MINUTES Month of April, 2026

Work Session, April 2, 2026

Regular Council Meeting, April 9, 2026

Mayor Bigley called for a motion to approve the minutes as reviewed. Motion was made by Councilmember Hickman and was seconded by Councilmember Moore. The motion carried by majority vote.

Financial Report – April, 2026

Mayor Bigley reviewed the report. Clerk Cook reviewed the Business License income for the month of March compared to April and there was an increase. To accept the presented financial report, a motion was made by Councilmember Moore and seconded by Councilmember Mayhan. This passed unanimously.

Leadership Autauga County

Mayor Bigley called attention to the flyer in the meeting packet. He requested that the Council approve for himself, Clerk Cook and one Councilmember register for this and cover the fees and cost associated with registration. He called on Earl Irvine that has completed this program to give some

insights of the purpose of Leadership Autauga County. The motion was by Councilmember Bixler and seconded by Councilmember Moore. This passed unanimously. The Councilmember will be determined.

Approval for Mayor Bigley to proceed with Land Purchase

Mayor Bigley stated that the Council had an Executive Session during the Work Session on an economic development opportunity to secure ten acres of property for \$50,000 for the purpose of a public safety complex. He stated that the process was in action with the property owners and it would require the Town to secure a grant. This complex would include a fire department, sheriff's office substation and a fire tower for training. There is also a possibility of a park on this property in addition to the public safety complex. Mayor Bigley shared with the Council of the specific details of where the process is currently.

Town Cell Phone Plan

Mayor Bigley called on Clerk Cook for this information. She stated that she is currently using her personal cell phone for Town business when she is away from the office. She shared that if she was unavailable for a Community Center rental or event, whoever was responsible could take that phone with them in case of emergency or issues. She stated that in her previous career that she had a work issued phone and a personal phone and that would be the case with this cell phone.

Grant Request from Pine Level Volunteer Fire Department

Mayor Bigley reviewed the request from Fire Chief Austin Worcester for funds from the Public Safety line item. There was a discussion of the request. This will be discussed in the future.

Other Business & Announcements

Maggie Kervin, Alabama Children's Theatre, shared how they have used the Pine Level Community Center for productions and asked for continued use. She presented the Town with a contribution of \$1,000.

ADJOURNMENT There being no further business, there was a motion to adjourn. The motion was seconded and passed unanimously by those present.

Respectfully submitted,

Theresa L. Cook
Town Clerk

APPROVED:

Zachary Bigley
Mayor