

Town of Pine Level

MINUTES REGULAR MEETING OF MAYOR AND COUNCIL NOVEMBER 13, 2025, 5:45 p.m.

The Town of Pine Level held a Mayor and Council Regular Meeting on Thursday, November 13, 2025, in a meeting room of the Town of Pine Level Town Hall.

PLEDGE OF ALLIGANCE

INVOCATION

An invocation was given by Councilmember Bixler.

CALL TO ORDER Mayor Zachary Bigley called the meeting to order. He thanked the Council for their role with the Town.

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

OLD BUSINESS

Christmas Tree Update

Mayor Bigley updated the Council on the estimated shipping date.

Planning Commission Update

Mayor Bigley shared that this Commission has been established. They have elected a Chairman, Jeff McCollum, and a Vice Chair, Earl Irvine. He shared the meeting dates for this Commission.

Board of Zoning and Adjustments

Mayor Bigley stated the Town and Planning needs recommendations of citizens to serve on this Board. He explained the purpose of this Board.

Installation of flag pole(s)

Mayor Bigley stated that the flag poles have been delivered and the Town will be working on a date for these to be installed.

NEW BUSINESS

Resolution No. 2025-29 – Appointing a Town Clerk/Treasurer

Councilmember Bixler read the Resolution. To approve this Resolution, a motion was made by Councilmember Moore and seconded by Councilmember Hickman. This passed unanimously. Attorney Nikki Ivey administered the Oath of Office to Clerk Cook.

Ordinance # 2025-29 – Organizational Ordinance

To establish the time and place for Regular Town Council Meetings; the procedure for calling Special Meetings; establish a quorum; establish conduct and procedures for Council Meetings of the Town of Pine Level, Alabama. There was a motion to suspend the meeting rules made by Councilmember Gray and was seconded by Councilmember Hickman. To suspend the meeting rules passed unanimously. Councilmember Hickman made a motion to

approve this Ordinance and it was seconded by Councilmember Gray. This passed with majority vote.

Town Hall Logo: Color Change

Mayor Bigley stated that the logo previously approved as green in color and stated that the logo should be in royal blue to go along with our community schools' colors. There was a discussion among the Council. To change the logo color, there was a motion made by Councilmember Bixler and was seconded by Councilmember Moore. This passed unanimously.

Business License Ordinance Update & Amendment: Ordinance 2025-04

Mayor Bigley shared with the public about the Ordinance and he read the changes to the Council. There was a discussion on non-profit organizations and the Pine Level Community Center. Attorney Kirby suggested some updates to the Ordinance concerning non-profit organizations. To suspend the meeting rules for voting on this Ordinance, a motion was made by Councilmember Bixler and seconded by Councilmember Hickman. The vote to suspend the meetings rules was unanimous. To amend this Ordinance, a motion was made by Councilmember Hickman and seconded by Councilmember Moore. This passed unanimously

Council Seat Vacancy: Declare Vacancy

Mayor Bigley shared information on the Council vacancy and declared the vacancy. Mayor Bigley announced the deadline dates for submitting information to be considered for the vacancy.

PLCC Roof Repair: Additional Funds Request

Mayor Bigley called on PLCC Director, Michael Petty, to speak on the additional funds request. Mr. Petty called attention to the document in Council meeting packets and reviewed the billing of the change order in the amount of \$745. He asked on behalf of PLCC if the Town could pay the additional \$745. There was a discussion with the Council and Mr. Petty. Councilmember Hickman spoke that he was not in favor of this due to the public perception of the use of public funds. A motion to approve this payment was made by Councilmember Bixler and seconded by Councilmember Moore. Attorney Kirby stated that this vote is not valid due to not having a public hearing. After a discussion, Mayor Bigley stated that this would be included in an upcoming public hearing. Mr. Petty stated that he would withdraw the request due to the requirement to hold a public hearing and it was only \$745. Attorney Kirby stated that the Town would hold a public hearing for the approval of the Christmas events funds and that the \$745 amount could be presented at the same public hearing. Mayor Bigley asked Mr. Petty if his withdrawal still stood and he stated it still stood. The Council moved to the next agenda item.

PLCC: Christmas Event Proposal

Mayor Bigley stated the information of the line item designated for events in the amount of \$15,000 and reviewed the PLCC proposal of \$8,500. Councilmember Gray reviewed the proposal and shared the details of the evening of December. He called attention to the ornament line and stated there would be a 20-foot tree inside PLCC. There was a general of the event. Mayor Bigley stated that this would be included in the upcoming public hearing.

MMS Contribution

Mayor Bigley discussed with the Council the needs that Marbury Middle School has requested help with. Mayor Bigley stated that this would be included in the upcoming public hearing.

MHS Contribution

Mayor Bigley discussed with the Council the needs that Marbury High School has requested help with. It was decided to postpone this until additional information is received..

The Family Support Center's Christmas Tree Trail (Discussion, approval, budget)

There was a review of the information included in the Council Meeting Packets, followed by a discussion. It was decided that the Town would not participate this year and possibility see how we can assist them in other ways.

Review/Discussion/Approval: Computer for Clerk

There was a brief discussion of computers. A motion was made and seconded to allot \$1,500 for the purchasing of a laptop. This passed unanimously.

Town Hall Christmas Decorating Budget

Clerk Cook expressed the need to purchase some decorations for Town Hall. A motion was made and seconded to allot \$500 for decorations. This passed unanimously.

MINUTES Month of October, 2025
Work Session, October 7, 2025
Regular Meeting of Mayor and Council, October 9, 2025

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 – October, 2025

Mayor Bigley reviewed the balances from the October report. Town Clerk Cook was called on to explain the large deductions of \$40,000 and \$4,200 for Central Alabama Regional Planning Commission. This check has not been sent yet but had to be written in the 2024/2025 financial year.

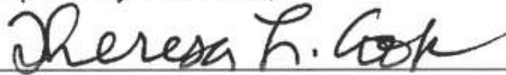
To approve the Finance Report, a motion was made by Councilmember Gray and seconded by Councilmember Gray. This passed unanimously.

Public Comment

There was no public comment.

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