

Town of Pine Level

MINUTES WORK SESSION OF MAYOR & COUNCIL OCTOBER 7, 2025, 5:45 p.m.

The Town of Pine Level held a Mayor and Council Work Session on Tuesday, October 7, 2025, in a meeting room of the Town of Pine Level Town Hall.

PLEDGE OF ALLIGANCE

INVOCATION Mayor Zachary had an invocation.

CALL TO ORDER Mayor Bigley called the meeting to order.

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

DISCUSSIONS WERE AS FOLLOWS:

Comprehensive Plan

- a. Completed and announced to the public that it is available upon request from Town Clerk Cook.

Business License Update

- a. Neumo, formerly Avenu, has received all the businesses and are processing those into their system.
- b. Day Passes, Half-Year License: The discussion was to wait on setting a day pass fee to see what feedback we receive on the half-year business license.

Sales Tax & Legislative Annexation

- a. Neumo has received the listing of businesses to have the increased sales tax rate.
- b. Neumo has mailed letters to those businesses.

Christmas Tree/Events Info

- a. Clerk Cook stated that the Tree should be shipped the week of November 3. Closer to the shipping date, Dixie Decorations will provide updates.
- b. Unloading and moving of tree once it arrives. A member of the public asked that we call him and he could assist with the unloading and test assembly of Clerk Cook stated the Councilmember Bixler and Michael Petty had offered their actors to unload and move the tree from the shipping truck's lift.

Planning Commission Update

- a. Held the first meeting. All members present and one member of the public attended.
- b. Emphasized that the Council should attend the next meeting as there are subjects to be discussed for the Council's action on zoning.
- c. Next meeting on October 28, 2025, 6:00 p.m.

Land Survey Update

- a. Review of survey
- b. Neighbor's driveway and yard
- c. Storage sheds. Discussion of moving sheds.

PLCC Spooktacular and Parking

- a. PLCC requests Town Hall for overflow parking.
- b. Town booth: a meeting room table and a pop-up tent
- c. Request for Council to be present for public appearance and interaction
- d. Give aways for kids
- e. Booth decorations to be reused and assistance setting up booth

Town Hall Fall Decorations

- a. Reusable decorations

PLCC Roof Repair

- a. Mayor Bigley called on Michael Petty to update the Council on the status of roof repair. Mr. Petty stated that they had received bids and he had emailed Mayor Bigley the bid.
- b. Estimate of \$37,955.
- c. PLCC will pay \$8,000. \$6,000 of which the Town has already contributed. PLCC has raised \$2,000 designated for roof repair.
- d. Mr. Petty reviewed what the charges covered.
- e. Councilmember Gray inquired if there would be a contract of workmanship guarantee. Mr. Petty stated he was unsure and Councilmember Gray suggested to get it in writing.
- f. Councilmember Gray of Mr. Petty who was filing the warrantee on the shingles; Mr. Petty or the company. Mr. Petty said that he assumed the company but that he was unsure because he has never worked with roofs before. Councilmember Moore suggested that Mr. Petty closely follow this to make sure that it actually was completed and filled properly. Clerk Cook called attention to the amount on the budget allocated for roof repair. She asked if the Town would only be paying the difference in what PLCC has raised and the estimate. Councilmember Gray stated that possibility later in the budget year, the Town could contribute more.

PLCC Christmas Event & Town Agreement

- a. Mayor Bigley called on Clerk Cook for information on the Resolution and Agreement. She stated that she had not gotten a response from the PLCC Board on their review of the Agreement.
- b. Mr. Petty stated that the Town should have confirmation by the Council Meeting on the following Thursday.

ATRIPP II Grant

- a. Letters of support and information will be emailed to Clerk Cook from the Alabama Department of Transportation.

Board of Zoning & Adjustments


- a. Mayor Bigley explained this with the Planning Commission. It is si
- b. Five member board with two substitutes
- c. Council to give recommendations.

Installation of Flag Poles

- a. The only utility to not check the area is Marbury Water System.
- b. A date will be set to install.
- c. Mark Ledbetter, public member, offered to help install.
- d. Councilmember Bixler has access to an auger.

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

Respectfully submitted,



Theresa L. Cook
Town Clerk

APPROVED:



Zachary Bigley
Mayor