

Town of Pine Level

MINUTES REGULAR MEETING OF MAYOR AND COUNCIL SEPTEMBER 11, 2025, 5:45 p.m.

The Town of Pine Level held a Mayor and Council Regular Meeting on Thursday, September 11, 2025, in a meeting room of the Town of Pine Level Town Hall.

PLEDGE OF ALLIGANCE

Moment of Silence to Honor the Fallen on September 11, 2011

INVOCATION

An invocation was given by Councilmember Bixler.

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

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. Councilmember Worcester was unable to attend due to his work schedule

APPROVAL OF AGENDA

Mayor Bigley asked the Council to review the meeting agenda. A motion was made by Councilmember Moore and was seconded by Councilmember Gray to approve the agenda. The agenda was approved by unanimous vote.

PUBLIC PRESENTATION

Mayor Bigley called to the front of the room Jamie Mangham and Amanda Duke with LocAL Reality Montgomery. As giving back to their community, their office donated an American flag and honor plaque.

MINUTES Month of August, 2025

Work Session, August 12, 2025

Regular Meeting of Mayor and Council, August 14, 2025

Special Called Council Meeting, August 26, 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.

OLD BUSINESS

Town Hall Signage

Mayor Bigley shared information received on the signage and the packet information. There was a discussion of running electricity to the logo signage. There was a motion made to approve the lettering and logo signage was made by Councilmember Gray and seconded by Councilmember Hickman. This passed unanimously.

Town Hall Flag Poles

Mayor Bigley shared information from packet materials on the cost of the three flag poles. Mayor Bigley requests three flag poles; American flag, State of Alabama flag and Town of Pine Level flag. There was a discussion on the poles being lit. A motion was made by Councilmember Hickman and seconded by Councilmember Moore. This passed unanimously.

Town Christmas Tree

Mayor Bigley called attention to the Christmas tree information in the meeting packet. A motion was made by Councilmember Moore and seconded by Councilmember Gray to approve the additional expense. This motion passed unanimously.

NEW BUSINESS

Financial Report – August, 2025

Mayor Bigley reviewed the balances from the August report. Town Clerk Cook was called on to explain the large contributions from the line items of Public Safety, Education and Park/Rec. The recipients were the Pine Level Volunteer Fire Department, Pine Level Elementary School and the Pine Level Community Center. To accept the report, Councilmember Bixler made a motion; seconded by Councilmember Gray and it passed unanimously.

Budget 2025-2026

Mayor Bigley announced that the Finance Committee had met and presented a proposed budget during the Council Work Session held on September 9, 2025.

Mayor Bigley asked if the Council had any questions or comments. Councilmember Gray had a question on the Public Safety line item of what that is allocated for. Mayor Bigley stated that it is for a cardiac machine (ALS) and from his understanding that there are steps that the fire department EMS must take before this could pass their board. He said that he knew there is a need for a new building and other items. He called on a member of the fire department. The previous contribution went to life saving equipment, bags, and medical supplies. The ALS monitors is the next step up in the life saving process. Councilmember Gray asked if he knew what medical drugs would be purchased and he stated that they would need to check with the EMS Board and follow their current protocol and storage requirements. Councilmember Gray asked

if there they could not go the ALS route if there could be an agreement between the Town and the fire department that the funds be used for the fire department building. Attorney Kirby answered by any contribution must serve the public's purpose and safety. She suggested a contractual arrangement with the fire department as to where and how the funds be used for accountability. Councilmember Hickman said that he would like for it to be specified for that equipment and if there is a change with their plans for it to be brought back to the Council for review and approval. Councilmember Bixler stated that he feels that with any contribution of Town funds that there should be a contract or agreement moving forward. The fire department representative stated that he is the treasurer and he said he would furnish the Town with receipts as items are purchased. Mayor Bigley asked Attorney Kirby how did the Council need to move forward to have this budget approved. She stated that a budget is just where the money may go if the funds come in and a formal request is made of the Council. At that time, the Council would vote on the funds being released for the specific request. Councilmember Gray asked if the resolution would read the specific items and Attorney Kirby suggested again a contract for accountability.

There was a motion made to adopt this budget by Councilmember Moore and seconded by Councilmember Hickman. This motion passed unanimously.

Resolution 2025-26: Authorization, Mayor to Enter CARPDC Task Orders & Agreement

Mayor Bigley recalled that Greg Clark provided information during the Council Work Session on the Task Orders and Resolution. This Resolution states that Mayor Bigley is authorized to sign the Task Orders. There was a motion to suspend the meeting rules by Councilmember Moore and seconded by Councilmember Hickman. The motion to suspend the rules passed unanimously. A motion was made to pass this Resolution by Councilmember Moore and seconded by Councilmember Hickman. This Resolution passed unanimously by roll call vote.

Resolution 2025-25: Town of Pine Level Comprehensive Plan

Mayor Bigley read this Resolution aloud. There was a motion made to suspend the meeting rules by Councilmember Bixler and seconded by Councilmember Moore. The motion to suspend the rules passed unanimously. A motion was made to pass this Resolution by Councilmember Gray and seconded by Councilmember Bixler. This Resolution passed unanimously by roll call vote.

Ordinance 2025-29: Planning Commission Establishment

Mayor Bigley gave a summary of the Ordinance and read the opening statement. There was a motion made to suspend the meeting rules by Councilmember Hickman and seconded by Councilmember Moore. The motion to suspend the rules passed unanimously. A motion was made to pass this Ordinance by Councilmember Hickman and seconded by Councilmember Moore. This Ordinance passed unanimously by roll call vote.

Business License Ordinance 2025-04, Issuance Fee of \$15

Mayor Bigley reviewed the information from the Council Work Session. Since the initial agreement was presented to the Town, Avenu/Neumo increased the issuance fee from \$14 to \$15. There was a motion made to suspend the meeting rules by Councilmember Gray and seconded by Councilmember Moore. The motion to suspend the rules passed unanimously. A motion was made to amend this Ordinance by Councilmember Bixler and seconded by Councilmember Moore. This Ordinance passed unanimously by roll call vote.

Approval of Upstairs AC Unit Replacement

Mayor Bigley called attention to the estimate in the meeting packets. A motion was made to move forward with the replacement and seconded. This passed unanimously.

Ordinance 2025-28: Severe Weather Preparedness Sales Tax Holiday

Mayor Bigley read this Ordinance. This is in effect for in February of every year. There was a motion made to suspend the meeting rules by Councilmember Bixler and seconded by Councilmember Moore. The motion to suspend the rules passed unanimously. A motion was made to pass this Ordinance and seconded Bixler. This Ordinance passed unanimously by roll call vote.

Professional Photographer Approval

Mayor Bigley explained the need for professional pictures of the Council and the area to be used on our webpage and in Town Hall. He reviewed the estimate. A motion of approval was made by Councilmember Gray and seconded by Councilmember Hickman. This passed by majority vote.

Town Hall Parking Lot Estimates

Mayor Bigley called attention to the estimates in the meeting packets. He talked about the need to have a parking lot of some time. There were discussions of the options that we have for the future.

September 26 Grand Opening: Project List & Budget

There was a discussion on the event, the invitation list and the items needed for the property. A motion was made by Councilmember Moore to approve a budget of \$750 and seconded by Councilmember Bixler. This passed by majority vote.

PLCC Spooktacular & Town Participation as a Vendor, October 19, 2025

The Town has been asked to participate as a vendor to meet the citizens of the Town and community.

Other Business

Mayor Bigley called on Attorney Kirby to explain the functioning of the budget and the line item amounts. All expenditures should be voting on prior to or following the purchase. The budget is a guideline for expenses. The monthly financial reports addresses the expenditures. Items not covered on the budget should have prior authorization.

Mayor Bigley shared he had a conversation with a neighbor to the new ballpark. There had been trees blocking his property from the park and those have been removed. The resident asked if the Town would be willing to provide any shrubs or trees to create a barrier. Mayor Bigley communicated to him that would need to be addressed to the Autauga County.

Land Surveying

Mayor Bigley reviewed the estimates he had received. A motion was made and seconded to use Jeffcoat Surveying. This passed by majority vote.

Planning Commission

Mayor Bigley stated that there must be a Councilmember to serve on the Planning Commission and he recommends Councilmember Hickman. There was a motion made to appoint Councilmember Hickman was made by Councilmember Moore and seconded by Councilmember Gray. This passed with majority vote.

Livestreaming of Meetings

Councilmember Bixler asked if we were to the point to livestream our meetings. This will be addressed in the future.

Public Comment

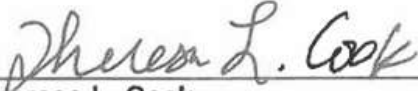
Mayor Bigley opened the floor for public comment and there were none.

Michael Petty, PLCC Director, asked about the land use and zoning. Mayor Bigley shared details of how works with the Planning Commission.

Michael Petty shared information on the estimates of the PLCC roof repair, shingles, and the scope of work.

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