

# SHELBY URBAN COUNTY POLICY BOARD MEETING MINUTES

June 5, 2024 – 1:00 PM

Shelby County Administration Building – Commission Chambers  
200 West College Street, Columbiana, AL 35051

## 1. Call to Order

Jesslan Wilson, Deputy County Manager, called the meeting to order at 1:03 pm and thanked everyone for coming on short notice. She facilitated the Policy Board’s discussion on behalf of County Manager Chad Scroggins.

The Shelby Urban County Policy Board (Policy Board) has representation from 13 municipalities and Shelby County, with each municipality appointing a representative and an alternate to the Board as follows:

<b>Member Municipality</b>	<b>Representative</b>	<b>Alternate</b>
Alabaster	Brian Binzer	Mark Frey
Calera	Connie Payton	Jon Graham
Chelsea	Chris Grace	Tony Picklesimer
Columbiana	Ricky Ruston	Charlene Tucker
Harpersville	Theoangelo Perkins	Janet Gill
Helena	Brian Puckett	Amanda Traywick
Indian Springs Village	Rick Harley	Dale Elliott
Montevallo	David King	Steve Gilbert
Pelham	Michael Simon	Gretchen DiFante
Vincent	Jim Latimer	Darryl Wood
Westover	Roberta Stamp	Larry Riggins
Wilsonville	Christa Henderson	Scotty Morris
Wilton	Deborah Hudson	Glenn Dabbs
Shelby County	Chad Scroggins	

A written Roll Call was taken via sign-in sheet with 12 Policy Board attendees representing 9 member municipalities; 6 Shelby County staff; and 2 visitors as shown below. *[Clarifying note: Either the Representative or Alternate can make a motion; but each Member Municipality has just one vote counted for all Policy Board action items.]*

### 9 Representatives Present

Connie Payton  
Ricky Ruston  
Rick Harley  
David King  
Michael Simon

Jim Latimer  
Roberta Stamp  
Christa Henderson  
Deborah Hudson

### 3 Alternates Present

Mark Frey  
Charlene Tucker

Glenn Dabbs

### 2 Visitors Present

Helen Thweatt, Vincent City Clerk  
JoAnn Hamm, Wilton Town Council

### Shelby County Staff Present

Jesslan Wilson, Deputy County Manager  
Christie Hester, Director of Development Services  
Josh Osborne, Manager of Planning & Community Development  
Eric Womack, Community Development Programs Specialist  
Shelli Davis, Director of Grants Management  
Brenda Hungerford, Office Administrator, Planning

## 2. Approval of the Minutes of the May 22, 2024, Policy Board Meeting

**Note:** The minutes of the May 22, 2024, meeting were not yet available for consideration of approval.

## 3. Select Project(s) for Year One Action Plan (Vote Required)

Jesslan Wilson recounted the Policy Board's decision to select two projects for the Year One Action Plan with Wilton's Water Main Replacement Project and Wilsonville's Wastewater Treatment Plant Project, contingent upon each Town Council approving an increase in their respective match based on the Policy Board's discussion and recommendation on May 22, 2024. She explained that because Wilton's Town Council did not approve the increased amount, the Policy Board needed to reconsider the allocation of CDBG funds (\$858,304). Ms. Wilson reminded everyone that County staff is facilitating the discussion but this is a Policy Board decision.

Christie Hester reiterated that the Wilton Town Council approved their original match of \$61,800 instead of approving a larger match of \$161,000 with the use of ARPA funds, and she confirmed the Wilsonville Town Council approved increasing their match from \$137,035 to \$307,421.

Christie Hester provided a brief review of the time constraints and key dates related to the Year One Action Plan before she reviewed potential funding scenarios since Wilton did not commit to the increased match for the Year One Action Plan. *[Note: A copy of the potential funding scenarios will be attached to the approved minutes.]*

David King recalled the Policy Board's previous decision to select Columbiana's Sports Complex Baseball Fields Relight project if there were remaining CDBG funds. Ricky Ruston confirmed Columbiana already had an adopted resolution approving sufficient matching funds if selected. Glenn Dabbs expressed his concern that the Policy Board was asking Wilton to increase its match beyond the 15 percent requirement, noting they had other plans for the ARPA funds.

Christie Hester recounted the Policy Board's desire to fund both projects and the discussion related to the County receiving nearly \$150,000 less in CDBG funds than originally anticipated; this led the Policy Board to ask both Wilton and Wilsonville to increase their match.

Jesslan Wilson explained that Wilton's total project cost was \$413,225 and the Policy Board identified \$252,225 for Wilton, leaving a funding gap of \$161,000 before applying any match. She wondered if the Policy Board might consider a lesser project if Wilton wanted to scale it back since their original match of \$61,984 still would leave a shortage of approximately \$100,000. Ms. Wilson stressed that Wilton must assign the ARPA funds for a specific use before December 31, 2024, or the Town of Wilton will lose that funding source; thus, the reason the Policy Board had previously suggested increasing the match with the ARPA funds.

The Policy Board briefly discussed the challenge of renegotiating projects after submitting an application for consideration; there was a consensus against such adjustments in the interest of fairness among all applicants.

Following discussion, David King made a motion to select (1) the Town of Wilsonville's Wastewater Treatment Plant Project with \$606,079 in CDBG funds with a match of \$307,421; and (2) the City of Columbiana's Sports Complex Baseball Fields Relight Project with \$252,225 in CDBG funds with a match of \$157,775.

Connie Payton seconded the motion. The Policy Board approved the motion with 8 Member Municipalities voting Yes and Vincent voting No. *[Note: Wilton's Representative voted in favor and the Alternative voted against – since each Member Municipality has just one vote, Wilton's Representative vote was counted.]*

**4. Recommend Projects for Year One Action Plan to Shelby County Commission (Vote Required)**

David King made a motion to recommend the Shelby County Commission approve two projects for the Year One Action Plan and award the total CDBG funding amount of \$858,304 as follows:

- \$606,079 in CDBG funding for the Town of Wilsonville’s Wastewater Treatment Plant Project with Wilsonville’s match of \$307,421; and
- \$252,225 in CDBG funding for the City of Columbiana’s Sports Complex Baseball Fields Relight Project with Columbiana’s match of \$157,775.

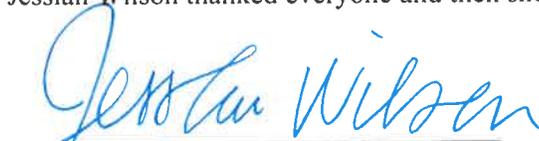
Roberta Stamp seconded the motion. The Policy Board approved the motion with 8 Member Municipalities voting Yes and the Town of Vincent abstaining.

**5. Important Dates to Remember**

- Consolidated & Annual Action Plans SCC Public Hearing/Adoption – no later than July 22, 2024
- Consolidated & Annual Action Plans HUD Submission – no later than July 26, 2024

---

Jesslan Wilson thanked everyone and then she adjourned the Policy Board meeting at 1:23 pm.



Jesslan Wilson, Deputy County Manager  
on behalf of Chad Scroggins, Chair  
Shelby Urban County Policy Board