

**PEMBROKE CITY COUNCIL  
CALLED MEETING MINUTES  
October 26, 2020**

A called meeting of the Pembroke City Council was held on Monday, October 26, 2020 at 6:00 p.m. with the following members present: Mayor Judy B. Cook; Councilmembers Ernest Hamilton, Karen Lynn, Diane Moore and Tiffany Walraven. City Administrator Alex Floyd, Deputy City Clerk Arlene Hobbs, and City Attorney Dana Braun were also present.

**CALL TO ORDER . . .** The meeting was called to order by Mayor Cook.

**INVOCATION . . .** The invocation was given by Alex Floyd.

**PLEDGE OF ALLEGIANCE . . .** The Pledge of Allegiance was given by council.

**PLANNING & ZONING-Alex Floyd**

Michael Taylor... A request for placement of a manufactured home at 650 Harry Hagan Rd (AR1 - P 0161 084) was approved. Motion to approve by Karen Lynn, 2<sup>nd</sup> by Ernest Hamilton and agreed upon by all.

Bobby Simmons...A request for variance from the under-skirting requirements for the manufactured home located at 7 Bing St (R1 – P 0710 001) was denied. Materials requested are not brick which is the preferred material per ordinance. Motion to deny by Tiffany Walraven, 2<sup>nd</sup> by Diane Moore and agreed upon by all.

Alex Floyd... Proposed amendment to the manufactured home request process to designate manufactured homes as a Conditional use. Create guidelines for P & Z review board to review manufactured home requests using set criteria. After P & Z review, will proceed to council for final approval or denial. Motion to create guidelines by Tiffany Walraven, 2<sup>nd</sup> by Karen Lynn and agreed upon by all.

**GROUND BREAKINGS AND RIBBON CUTTINGS**

City Hall...initially proposed for November 12<sup>th</sup> at 4pm – after discussion date moved to November 19<sup>th</sup> at 4pm.

Camellia Row...proposed late November – after discussion date moved to some time in December. All 4 units sold, but working on closing papers, etc.

National Church Residences...proposed mid to late December – Tiffany Walraven will coordinate.

**RECREATION**

Alex Floyd discussed opening the community center back up to allow parties of 25 or less. The \$50 deposit will not be returned but kept to use for the additional cleaning that will be necessary due to COVID guidelines. A notice will be put in the newsletter. Motion to approve by Karen Lynn, 2<sup>nd</sup> by Diane Moore, and agreed upon by all.

**DEPARTMENT REPORTS**

**Police . . .** Chief Collins will be conducting a two-week traffic study on Church Street to address speeding concerns from the community.

**EXECUTIVE SESSION . . .** A motion to go into executive session to discuss litigation, real estate and personnel was made by Tiffany Walraven, 2<sup>nd</sup> by Diane Moore. Attorney Dana Braun recorded executive session minutes. A motion to resume regular meeting was made by Diane Moore and 2<sup>nd</sup> by Ernest Hamilton.

Following the executive session, no action was taken.

**ADJOURNMENT . . .** Having no further business to come before the City Council, a motion to adjourn the meeting was made by Karen Lynn, seconded by Ernest Hamilton and agreed upon by all.

**ATTEST:**



**Arlene Hobbs, Deputy City Clerk**



**Judy B. Cook, Mayor**

## EXECUTIVE SESSION AFFIDAVIT

Personally, appeared before the undersigned-attesting officer, duly authorized to administer oaths, Judy B. Cook, Mayor, who, after being duly sworn, deposes and on oath states the following:

1. I was the presiding officer of a meeting of the Pembroke City Council held on October 26, 2020.
2. It is my understanding that O.C.G.A. 50-14-4(b) provides as follows:

When any meeting of an agency is closed to the public pursuant to subsection (a) of this Code section, the chairperson or other person presiding over such meeting shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting or the closed portion thereof was devoted to matters within the exceptions provided by law and identifying the specific relevant exception.

3. The subject matter of the closed meeting or closed portion of the meeting held on the 26th day of October, 2020, which was closed for the purpose of discussing personnel, land acquisition, and/or litigation as allowed by O.C.G.A., Title 50, Chapter 14, was devoted to matters within those exceptions and as provided by law.
4. This affidavit is being executed for the purpose of complying with the mandate of O.C.G.A. 50-14-4(b) that such an affidavit be executed.

  
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Judy B. Cook, Mayor

Affirmed before me on this the 26th day of October 2020.

  
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Notary

