

# **PEMBROKE CITY COUNCIL MEETING MINUTES**

## **March 13, 2017**

The monthly meeting of the Pembroke City Council was held on Monday, March 13, 2017 at 7:00 p.m. in the City Hall Council Chambers with the following members present: Mayor Judy B. Cook; Councilmembers Tiffany Walraven, Ernest Hamilton, Karen Lynn, Diane Moore and Johnnie Miller. Attorney Dana Braun and City Clerk, Sharroll Fanslau were also present.

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

**INVOCATION & PLEDGE . . .** Bill Collins, Public Safety Director gave the invocation and led the pledge.

**ADOPTION OF MINUTES . . .** A motion to adopt the minutes as presented of the February 13, 2017 council meeting was made by Johnnie Miller, seconded by Ernest Hamilton and agreed upon by all.

**PUBLIC COMMENTS . . .** none

**PLANNING AND ZONING / PUBLIC HEARING . . .** The following requests were made by Dain Reams, Planning and Zoning.

- 1) Flanders Mortuary – Permission for Crematory – This was recommended by Planning and Zoning for approval. A motion for approval was made by Johnnie Miller, seconded by Diane Moore, and agreed upon by all.
- 2) Dayle James – Conditional Use Home Occupation – This was recommended by Planning and Zoning for approval. Questions were asked by Johnnie Miller regarding the following of Federal rules – Mrs. James has FFA license and military training. She also is licensed by FFA for drone flight. She stated she would be more than happy to be involved with anything the community might need assistance with. A motion was made by Tiffany Walraven to approve the conditional use, a second was made by Johnnie Miller, and agreed upon by all.
- 3) DDA-former BCES – Variance Permit Parking - This was recommended by Planning and Zoning for approval. This variance will be allowed due to the nature of the proposed business developing this parcel. A senior living facility only requires 1:1 ratio if passed by council. A motion was made by Diane Moore to approve the variance, a second was made by Karen Lynn, and agreed upon by all. Tiffany Walraven recused herself due to serving on the Downtown Development Authority.
- 4) Shuman Street – Variance Permit /Road Frontage – Mitch Mock with Olive Tree Development was present. This was recommended by Planning and Zoning for approval. A motion was made by Tiffany Walraven to approve the variance, a second was made by Diane Moore, and agreed upon by all.

**REQUEST FROM BRYAN COUNTY HIGH SCHOOL BAND** – A request for a Bucket Brigade to be allowed on April 15, 2017 was received. After discussion, it was recommended by the council to deny this date due to the downtown Easter Egg Hunt and allow submission for an alternate date. The clerk will contact the BCHS Band with this information.

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**HURRICANE MATTHEW** – Project Update Report presented by Public Safety Director Bill Collins. 91-180 day claim is appearing good at this time. The final debris cleanup is out for bid and if available to meet deadline then we could expect 75% reimbursement. We have 18 months for sprayfield completion.

**DEPARTMENT REPORTS**

**Police** – Chief Alexander gave report. He also announced the hiring of a new officer, Marissa Fleming. She will be working split shift once trained.

**COMMITTEE REPORTS**

**Finance** – It was recommended by the committee to pursue grants with Bill Collins overseeing the majority of them as Public Safety Director. A motion was made to give Bill Collins permission to seek and apply for grants by Diane Moore, seconded by Johnnie Miller and agreed upon by all.

**Police** – It was recommended by the committee to resend the sale of the Impact trailer due to possible involvement with Governor’s Office of Highway Safety Grants. A motion to resend the sell was made by Karen Lynn, seconded by Ernest Hamilton and agreed upon by all.

**Fire** - none

**Street** – none

**Water** - none

**Clerk** – none

**Attorney** – Bulloch County agreement has been signed and executed for water/well project.

**EXECUTIVE SESSION (if needed) – Discussion, Personnel, Litigation, Real Estate**

None needed

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

**ATTEST:**

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**Sharroll Fanslau, City Clerk**

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**Judy B. Cook, Mayor**