

**PEMBROKE CITY COUNCIL MEETING MINUTES**  
**May 11, 2015**

The monthly meeting of the Pembroke City Council was held on Monday May 11, 2015 at 7:00 p.m. in the City Hall Council Chambers with the following members present: Mayor, Mary Warnell; Councilmembers; Johnnie Miller, Diane Moore and Ernest Hamilton. Absent: Kimberly McGhee and Tiffany Walraven. Also in attendance: City Administrator, Dustin Peebles and City Clerk, Betty Hill.

**CALL TO ORDER, INVOCATION & PLEDGE** . . . . . The meeting was called to order by Mayor Warnell; the invocation was given by Rev. Wilbur Polite; and the pledge to the flag was led by Police Chief Randy Alexander in recognition of National Police Week.

**MINUTES** . . . . . A motion was made by Diane Moore to approve the minutes of the April 13, 2015 council meeting. The motion was seconded by Johnnie Miller and agreed upon by all.

**PUBLIC COMMENTS** . . . . None submitted.

**GA DEPT. OF CORRECTIONS – Work Detail Contract Renewal.** . . . . . A motion was made by Johnnie Miller and seconded by Ernest Hamilton to renew the FY 2015/2016 contract with the Women’s Detention Center for two work detail crews. The motion carried unanimously.

**DOWNTOWN DEVELOPMENT AUTHORITY** . . . . . A motion was made by Diane Moore to accept the recommendation of the DDA to appoint Cameron Smith and Stephanie Morrison to the Downtown Development Authority Board. The motion was seconded by Ernest Hamilton and agreed upon by all.

**PLANNING SERVICES CONTRACT.** . . . . . Following a recommendation presented by the City Administrator, Johnnie Miller made a motion to enter into a contract with Dain Reams to provide planning services to the City. This contract (see attached) is temporary in nature until a clear position can be evaluated and a job description developed and approved. This contract comes following the resignation of Kay Hughes who currently provides administrative support for staff as well as the Planning Commission. Ernest Hamilton seconded the motion that carried unanimously.

**GMA DISTRICT 12 – Election of Officers** . . . . . The Council reviewed the ballot for the election of the GMA District 12 Officers. A motion was made by Johnnie Miller and seconded by Ernest Hamilton to approve the first three names on the ballot and vote for Cornell Harvey, Mayor of Brunswick as the Third Vice President. The motion was agreed upon by all.

**DECLARATION OF SURPLUS VEHICLES** . . . . . The Police Chief submitted a request to sell two police vehicles (see attached) on the GovDeals website as they are no longer in good condition for the department. A motion was made by Diane Moore to place the two vehicles on GovDeals as presented with minimum bids as requested. The motion was seconded by Ernest Hamilton and approved by all.

**J. DIXIE HARN COMMUNITY CENTER REGULATIONS** . . . . . Having had some abuse of the rental of the Community Center, it was recommended by staff to implement changes to deter this abuse. The changes recommended are to include in the application that no weapons or drugs are allowed on the premises; to include verbiage that states that the renter will be held responsible for damages; to require more contact information; and that employees be limited to one rental per year for the reduced rate of \$75.00 and if the regulations are not met that the employee will lose his or her rental privilege.

Following some discussion about installing a locked cover to restrict access to the thermostat and not charging for events that benefit the community, a motion was made by Diane Moore to accept the regulations as presented knowing that the thermostat issue will be addressed. The motion was seconded by Johnnie Miller and agreed upon by all.

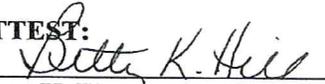
**CODE OF ORDINANCES AMENDMENTS – First Readings**

1. **#2015-01 General Government - Boards and Commissions 2-6-24 . . . . .** The first reading to amend Section 2-6-24 Exhibit A making changes to the Designation of the Downtown Development Area was held.
2. **#2015-02 Downtown Design Guidelines – Definitions 6-8-2 & Appendix . . . . .** The first reading to amend Section 6-8-2 & Appendices to differentiate commercial or mixed use structures versus residential and to amend the maps was held.

**DEPARTMENT REPORTS . . . . .** DDA Director, Sharroll Fanslau reported that Pembroke will once again support the House of Heroes Run on Saturday May 23, 2015 by manning the first rest/transition site for the participants. The participants run from Ft Stewart to Columbus Ga. to raise funds to assist with the rehabilitation of homes for veterans and first responders.

**COMMITTEE REPORTS . . . . .** None issued.

**ADJOURNMENT . . . . .** Having no further business to discuss, the meeting was adjourned by the Mayor.

**ATTEST:**  
  
Betty K. Hill, City Clerk

  
Mary V. Warnell, Mayor