

**PEMBROKE CITY COUNCIL MEETING MINUTES
MAY 9, 2016**

The monthly meeting of the Pembroke City Council was held on Monday, May 9, 2016 at 7:00 p.m. in the City Hall Council Chambers with the following members present: Mayor, Judy B. Cook; Councilmembers; Diane Moore, Tiffany Walraven, Ernest Hamilton, and Karen Lynn. Absent: Johnnie Miller and Attorney Tommy Branch. Also in attendance: City Clerk, Betty Hill.

CALL TO ORDER, INVOCATION & PLEDGE The meeting was called to order by Mayor Cook; the invocation was given by Alex Floyd, 4-H Program Associate; the pledge was led by Will Kroymann, 4-H Southeast District Jr. Board President & John Kroymann, Bryan County 4-H & Sgt. JROTC.

ADOPTION OF MINUTES The motion to adopt the minutes of the April 11, 2016 council meeting was made by Tiffany Walraven, seconded by Karen Lynn and agreed upon by all.

PUBLIC COMMENTS No comments were presented.

STIFEL, NICOLAUS, & CO. INC - Propriety Fund Debt Refinancing Bond Resolution – 1st Reading
A motion was made by Tiffany Walraven to dispense with the reading aloud of the entire resolution to authorize the refinancing of the Water/Sewer Debt. The motion was seconded by Diane Moore and agreed upon by all. This constituted the first reading of the document. The second reading and adoption will be held at the June meeting.

ETHICS BOARD APPOINTMENT This item was tabled at the last meeting due to no names being submitted by the committee to replace Mr. Wilbur Polite's non-renewal term on the board. A motion to name Edward Winter to fill this position was made by Karen Lynn, seconded by Ernest Hamilton and agreed upon by all.

DISTILLED SPIRITS RESOLUTION – 2ND reading and adoption A motion was made by Diane Moore to dispense with the reading of the entire resolution, seconded by Karen Lynn and agreed upon by all.

A motion to adopt the resolution authorizing the City Clerk to transmit a copy of the resolution to the Election Superintendent to issue a call for a referendum to allow issuing licenses for distilled spirits by the drink on premises was made by Tiffany Walraven, seconded by Karen Lynn and agreed upon by all.

COMMUNITY ACTION MONTH PROCLAMATION A proclamation to designate the month of May 2016 as Community Action Month in recognition of the hard work and dedication of Coastal Georgia Area Community Action Authority, Inc. was read by Diane Moore.

PEMBROKE POLICE DEPARTMENT RECORDS DISPOSAL Chief Randy Alexander reported that 25 boxes of police records dating from 1998-2008 had been destroyed through the Keep Pembroke Beautiful Shred-It Day on April 23, 2016. Chief Alexander verified that the records were allowed to be disposed of according to record retention rules and requested that the council to ratify the disposal of these inventory files. A motion was made by Tiffany Walraven to ratify the disposal of the designated records, seconded by Karen Lynn and agreed upon by all. A copy of the destruction form and the shredding documentation are attached.

GEORGIA POWER LED ROADWAY LIGHTING PROJECT This project was presented and explained to council by Ricky McCoy. After meeting with Georgia Power, Mr. McCoy brought it to the attention of the council that the city would be allowed to make an early request for street lights to be changed to LED. This initial change would take approximately six months and would be at no cost to the city. Any further changes to directional flood lights and off roadway lights would not be included. A motion was made to request Georgia Power to convert the street lights to LED by Diane Moore, seconded by Karen Lynn and agreed upon by all.

INTERGOVERNMENTAL AUTOMATIC AND MUTUAL AID AGREEMENT A newly proposed Automatic and Mutual Aid Agreement to clarify fire services between the City and Bryan County was presented for consideration. A copy of the agreement was sent to the Bryan County Commissioners and Bryan County Fire Chief, but to date there has been no response. A motion to enter into the agreement was made by Tiffany Walraven, seconded by Ernest Hamilton and agreed upon by all.

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ATHENS HOLINESS CHURCH – Bucket Brigade Request A written request was received by City Council to allow Athens Holiness Church Young Adult Youth Department to hold a bucket brigade in downtown Pembroke on June 4, 2016 from 8:30 a.m. until 12:00 noon. They requested June 11, 2016 as an alternate “rain” day. The purpose of the event is to assist in raising funds for the building of a new sanctuary in Lanier, Georgia. A motion was made by Tiffany Walraven to approve request as presented, seconded by Diane Moore and agreed upon by all.

DEPARTMENT REPORTS

Police: Chief Alexander announced that the Jr. Police program held their second volunteer meeting. The first official meeting will be held on May 16, 2016 at the Harn Community Center. He will be passing out flyers to the schools as well as posting it on social media.

Fire: Chief Peter Waters announced that he ordered new air packs for the department. Due to a May promotional, he was able to purchase fifteen (15) and receive an additional three (3) free. On April 28th a company held an onsite demonstration of a ladder truck.

Street: Ricky McCoy announced the striping of four streets were now complete with thermo plastic. The streets were Rogers Road, Williams Road, Bill Brown Road, and McFadden Street. He further stated that D.O.T. recommends Rogers Road and Williams Road be designated as a three-way stop due to the curve. D.O.T. will provide the new regulated signs for those streets at no cost. Any signs in the future would possibly require a 30% match by the City.

Clerk: Continuing with the current audit for 2015; training the replacement clerk and will begin working on the 2017 budget.

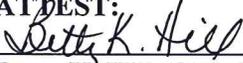
Downtown Development Authority: Sharroll Fanslau announced two upcoming events within the city. Saturday, May 28th between the hours of 7:30 a.m. and approximately 1:00 p.m., the House of Heroes, Run/Bike Across Georgia will again have Pembroke as one of their transition stops. Everyone is invited to attend and cheer runners on. The transition stop will be at the American Legion Lodge on Hwy. 280 West. The second event will be a Memorial Day Observance with will be held on Monday, May 30th in Downtown Pembroke across from The Heritage Bank. The service will begin at 11:00 a.m. and will be followed by volunteers meeting at the City cemetery to replace worn grave marker flags.

COMMITTEE REPORTS Councilwoman Diane Moore commented on how enjoyable the fire truck demo ride was.

Alex Floyd invited Mayor, Council, and all in attendance to 4-H banquet on June 7, 2016 to be held at Lucy Belle Farm in Black Creek.

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

ATTEST:



Betty K. Hill, City Clerk



Judy B. Cook, Mayor