

PEMBROKE CITY COUNCIL MEETING MINUTES

April 14, 2014

The monthly meeting of the Pembroke City Council was held on Monday April 14, 2014 at 7:00 p.m. in the City Hall Council Chambers with the following members present: Mayor, Mary Warnell; Councilmembers; Diane Moore, Ernest Hamilton, Johnnie Miller, Tiffany Walraven and Kimberly McGhee. Also in attendance: City Clerk, Betty Hill.

CALL TO ORDER, INVOCATION AND PLEDGE The meeting was called to order by Mayor Warnell; Dr. James H. Correll II, Pastor of Register Baptist Church gave the invocation and led the pledge to the flag.

MINUTES A motion was presented by Johnnie Miller and seconded by Ernest Hamilton to approve the minutes of the March 10, 2014 city council meeting as presented. The motion carried unanimously.

PUBLIC COMMENTS No requests for comments were submitted.

BRYAN COUNTY SUMMER LUNCH PROGRAM – Wendy Sims On behalf of Ms. Sims, who was unable to attend due to a conflict, Mayor Warnell relayed to the Council that Bryan County requests permission to utilize the J. Dixie Harn Community Center/Miller Teen Center as a distribution site for the summer lunch program. Diane Moore made a motion to approve the site as requested for the 2014 summer lunch program. Tiffany Walraven seconded the motion that carried.

AMERICAN LEGION AUXILIARY – Memorial Day Program Ms. Susie Magee ask for permission to host a Memorial Day program downtown on May 24, 2014 from 11:00 a.m. to 12:00 p.m. Ms. Magee reported that the Cub Scouts and Boy Scouts will be assisting with the assembly of the flag display. A motion was made by Tiffany Walraven to approve the Memorial Day Program be held on May 24th from 11:00 to 12:00 p.m. Kim McGhee seconded the motion that was agreed upon by all.

KEEP PEMBROKE BEAUTIFUL – Resolution The Mayor read a resolution establishing and administering a Keep Pembroke Beautiful Program. A motion was made by Johnnie Miller to adopt the resolution as read. The motion was seconded by Diane Moore and carried unanimously.

RAY BUTLER - Old Mill Apartments Mr. Butler presented a letter to the council asking for consideration of an outstanding debt he has for water/sewer tap and connection fees that were assessed in 2010 for the construction of Old Mill Apartments. Mr. Butler stated that he was not aware of the fees at the time of construction and is requesting that the council waive the fees that are due in lieu of his labor costs to install the infrastructure. The Mayor responded that in 2010 he received \$51,200 assistance when the Council voted to reduce the rates for everyone. Since that time he made two \$25,000 payments leaving a balance of \$55,600 which was due January 2014. Mr. Butler reported that he is proposing to build two more buildings with a total of 16 units and will be applying for another construction loan and asked what the rates would be for this next project. Following some discussion, it was agreed that a meeting would be scheduled with the appropriate parties to discuss this in detail as the Attorney, Water/Wastewater Superintendent and Project Manager were not in attendance to comment. Mr. Butler asked that this meeting be held soon as it is holding up his next project. He also said he would like to install one meter and charge his tenants for their water.

PLANNING & ZONING

1. **Second Reading & Adoption Amending Appendix D “City of Pembroke Tree Ordinance”** - The council held the second reading of the proposed amendment to Appendix D of the City of Pembroke Tree Ordinance which will make revisions to the member requirements. A motion was made by Johnnie Miller and seconded by Ernest Hamilton to adopt the amendment as submitted. The motion was approved by all.
2. **James H. Correll, II – Conditional Use Permit/Home Occupation** – Mr. Correll applied for a Conditional Use permit to operate a Home Occupation from his home located at 206 Ash Branch Road. The purpose of the permit is to facilitate overseas travel tours. Said property is listed on the Tax Digest as P05-01-010. Coming as a recommendation for approval from the Planning & Zoning Commission, a motion was made by Tiffany Walraven and seconded by Diane Moore to approve the Home Occupation Permit. The motion carried unanimously.
3. **W.H. Gross & C. C. Singleton, Sr. – 1st Reading of Ordinance to Rezone Parcel #012-047 from R-1 to R-3** – An application was filed requesting that Parcel #012 047 located at on Surrency St. be rezoned from R-1 (Single Family Residential) to R-3 (Multi Family Residential). Upon consideration of concerns expressed by adjacent land owners, the Zoning Commission recommend approval of the rezoning with the following stipulations: (1) Only Tax Credit Affordable Housing construction be allowed on the property (2) the city study traffic and/or congestion issues on Surrency Street and make changes to correct problems identified. This constituted the first reading of Ordinance 2014-03. The second reading and adoption of the amendment to the zoning of said parcel will be held at the May meeting.
4. **City of Pembroke – 1st Reading of Ordinance to Rezone Parcel # P12-01-001 and P012-087 from B-2 to I-1** – In order to expand the Industrial Park and market city parcels P12-01-001 and P012-087 the city requested that the parcels be rezoned from B-2 to I-1. Upon review, the Planning Commission recommended approval of the rezoning application as submitted. This constitutes the first reading Ordinance 2014-04 to rezone the parcels as requested. The second reading and adoption of the amendment to the zoning of said parcels will be held at the May meeting.

SAWMILL LANDING – Resolution of Support The Mayor read a resolution supporting the construction of Sawmill Landing as a residential affordable housing community. Councilman Miller noted that this proposed development will be located in his district and will enhance the area. Tiffany Walraven clarified that this “affordable housing” project is a state awarded tax credit project, which is in the application process at this time and that residents will be required to meet stringent guidelines. She then made a motion to approve the resolution as read. Diane Moore seconded the motion that carried unanimously.

BRYAN COUNTY HAZARD MITIGATION PLAN – Resolution to Adopt Bill Collins gave a brief description of the Hazard Mitigation Plan which is a joint plan with Bryan County to establish risks and mitigate consequences in order to better protect our citizens in case of emergencies. A motion was made by Diane Moore to adopt the resolution supporting the Hazard Mitigation Plan. The motion was seconded by Tiffany Walraven and approved by all.

RESCHEDULE MAY COUNCIL MEETING Due to a scheduling conflict, the Mayor asked if the May meeting could be rescheduled to Tuesday May 13, 2014. A motion was made by Tiffany Walraven to reschedule the May meeting of the City Council to, May 13, 2014. The motion was seconded by Ernest Hamilton and agreed upon by all.

DEPARTMENT REPORTS Chief Strickland asked Investigator Kelly Price to step up to the podium where he formally promoted him to Sergeant and presented him with his Sergeant insignia. Other department reports were issued and are on file.

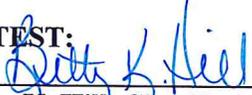
COMMITTEE REPORTS No reports presented.

EXECUTIVE SESSION – Property Acquisition A motion was made by Tiffany Walraven to enter into executive session to discuss property acquisition. This was seconded by Ernest Hamilton and agreed upon by all.

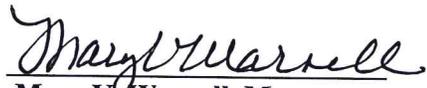
Following the executive session, a motion was made by Johnnie Miller to exit the executive session and enter back into the open council meeting. The motion was seconded by Tiffany Walraven and agreed upon by all.

No action was taken.

ADJOURNMENT The motion to adjourn the meeting was made by Tiffany Walraven, seconded by Diane Moore and agreed upon by all.

ATTEST:


Betty K. Hill, City Clerk



Mary V. Warnell, Mayor