

**PEMBROKE CITY COUNCIL MEETING MINUTES  
SEPTEMBER 19, 2016**

The monthly meeting of the Pembroke City Council was held on Monday, September 19, 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, Karen Lynn and Johnnie Miller. Attorney Tommy Branch and City Clerk, Sharroll Fanslau was also present.

**CALL TO ORDER, INVOCATION & PLEDGE . . . . .** The meeting was called to order by Mayor Cook; the invocation was given by Ricky McCoy, City Project Manager; the Pledge of Allegiance was led by Susie McGee, Ladies Auxiliary of the American Legion Post 164. Following the pledge, Jana Smolinski presented Mrs. McGee with a plaque in appreciation of 16 years of service. Mrs. McGee then presented a check from the Ladies Auxiliary in the amount of \$200.00 to Chief Randy Alexander for the Jr. Police.

**ADOPTION OF MINUTES . . . . .** A motion to adopt the minutes as presented of the August 8, 2016 council meeting was made by Diane Moore, seconded by Karen Lynn and agreed upon by all.

**PUBLIC COMMENTS . . . . .** No comments were presented.

**DOWNTOWN DEVELOPMENT AUTHORITY –** A request for street closure and closure of the downtown parking lot was submitted by the Downtown Development Authority for the Spooktacular events on October 28 and October 29. The parking lot will close at 4:00 p.m. on Friday, October 28 until Saturday, October 29 at 12:30 p.m. for the Bar-B-Que Cookoff and Yard Sale. Lanier Street from Railroad to just south of W Industrial Blvd and S Industrial Blvd will be closed (except to Sheriff's vehicles from 3:00 p.m. until midnight on October 29. A motion was made by Diane Moore to accept the request as presented for the parking lot closure, seconded by Karen Lynn and agreed upon by all. A motion was made by Johnnie Miller to accept the request as presented for the road closure, seconded by Diane Moore and agreed upon by all.

**PLANNING AND ZONING / PUBLIC HEARING – 1<sup>st</sup> readings**

*Changes to Article X* – A motion to dispense with the entire reading was made by Tiffany Walraven, seconded by Diane Moore and agreed upon by all constituting the 1<sup>st</sup> reading.

*Changes to fees* – A motion to dispense with the entire reading was made by Diane Moore, seconded by Tiffany Walraven and agreed upon by all constituting the 1<sup>st</sup> reading.

*Accessory Dwelling Units Ordinance Draft* - A motion to dispense with the entire reading was made by Tiffany Walraven, seconded by Karen Lynn and agreed upon by all constituting the 1<sup>st</sup> reading.

*Cottage Housing Development Ordinance* - A motion to dispense with the entire reading was made by Tiffany Walraven, seconded by Karen Lynn and agreed upon by all constituting the 1<sup>st</sup> reading.

**DEPARTMENT REPORTS . . . . .**

**Police:** Chief Alexander announced that \$374.00 was in the forfeiture account; \$4027.00 collected in drug bust which will be used to purchase 2 rifles and 8 hard-body armors for department. \$4400.00 and a 2003 BMW (which was divided by law). These funds may be used for equipment only. We have \$1027.00 to date.

**Fire:** Chief Waters announced that the Fire Department would be participating in an equipment show on Tuesday and will be bringing in dignitaries to Savannah on Wednesday. We need to advertise the smoke alarm grant to the churches for announcement.

**Street/Water:** Ricky McCoy announced that sidewalk projects are beginning in the next few months. DOT will begin their project on Hwy 119 at Miller Village to pipe ditch from Garrison to DuBois and will need approximately 100 loads of dirt. Lights have been approved for the school area.

COMMITTEE REPORTS . . . . .

**Police:** (see attached memo)

- 1) A request was made to dispose of surplus vehicles with the proceeds going to the police department vehicle revenue of the following items:  
2008 Dodge Charger – VIN# 2B3KA43H88H227380  
2008 Crown Victoria – VIN# 2FAFP71W67X142517
- 2) A request was made to move the Ford 250 Diesel pickup to the Police Department and dispose of it with proceeds being credited to the City's general funds:  
2007 Ford F-250 – VIN#1FTSW20P97EA12001

A motion was made by Tiffany Walraven to approve the request, seconded by Diane Moore and agreed upon by all.

- 3) A request was made to dispose of the large Impact trailer and approve proceeds by used to purchase a smaller trailer to the police department vehicle:  
2008 24' Pace Car Carrier PACE AMERICAN – VIN# 4FPWB24278G124341

A motion was made by Tiffany Walraven to approve the request, seconded by Karen Lynn and agreed upon by all.

- 4) A request was made to move the City owned Ford F-150 to the Police Department for general use:  
2004 Ford F-150 – VIN# 1FTPW12594FA23808

A motion was made by Diane Moore to approve the request, seconded by Tiffany Walraven and agreed upon by all.

**Street:**

A request was made to place a street light at Lanier and Gibson Street. It was also requested that the light be turned at an angle if possible to assist with the intersection as well as businesses. A motion was made by Tiffany Walraven to approve the request as presented, second was made by Karen Lynn and agreed upon by all.

**Finance:**

A budget workshop will be held on Tuesday, September 27 at 5:00 pm to begin budget preparation for the 2017 City budget. All City Council and Department Heads should attend.

**INTRODUCTION:** Attorney Thomas Branch introduced a partner, Dana Braun, in the law firm which represents the City of Pembroke. Mr. Braun will be the alternate attorney assisting the city should Mr. Branch not be available to us and needed.

**EXECUTIVE SESSION . . . . .** 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 Tiffany Walraven and agreed upon by all.

**ATTEST:**

  
Sharroll Fanslau, City Clerk

  
Judy B. Cook, Mayor