

**PEMBROKE CITY COUNCIL MEETING
MINUTES
JANUARY 10, 2022**

The regular meeting of the Pembroke City Council was held on Monday, January 10, 2022 at City Hall with the following members present: Mayor Judy Cook, Mayor Pro-Tem Tiffany Walraven, Councilmembers Ernest Hamilton, Karen Lynn, Diane Moore and Johnnie Miller. Also present were City Attorney Dana Braun, Fire Chief/Code Enforcement Peter Waters and Lawquina Gilliard.

CALL TO ORDER...Mayor Cook called the meeting to order at 7:00 pm.

INVOCATION...Councilman Johnnie Miller gave the invocation.

PLEDGE OF ALLEGIANCE...Mayor Pro-Tem Tiffany Walraven led the Pledge of Allegiance.

ADOPTION OF MINUTES...Councilwoman Lynn made a motion to approve the minutes from the meeting of December 13, 2021, and the Called meeting of December 27, 2021. Councilwoman Moore seconded the motion. The motion passed unanimously.

PUBLIC COMMENTS...Charlotte Bacon, P/Z Commission member, made a statement for P/Z concerning the Comprehensive Plan. Ms. Bacon would like to work closely with the city on the Comprehensive Plan.

Anne Burton, P/Z Commission member spoke to Council concerning subdivisions.

Sheila Fields had questions concerning Head Start.

ELECTION OF MAYOR PRO-TEM...Councilwoman Moore made a motion, with a second by Councilwoman Lynn, to elect Tiffany Walraven as Mayor Pro-Tem for 2022. The motion passed unanimously.

APPOINTMENTS...Councilman Johnnie Miller made a motion to appoint William Collins as Police Chief for 2022. Councilman Hamilton seconded the motion and it passed unanimously.

Mayor Pro-Tem Walraven made a motion, with a second by Councilwoman Moore, to appoint Dana Braun as City Attorney for 2022. The motion passed unanimously.

DESIGNATION OF DEPOSITORIES...Mayor Pro-Tem Walraven made a motion, with a second by Councilman Hamilton to designate First Bank of Coastal Georgia as a depository for the City of Pembroke for 2022. The motion passed unanimously.

Mayor Pro-Tem Walraven then made a motion to designate Ameris Bank as a depository for the City of Pembroke for 2022. Councilwoman Moore seconded the motion and it passed.

MAYOR'S FY 2022 COMMITTEE APPOINTMENTS...Mayor Cook stated that she would like to leave the committees as is for 2022.

APPROVAL OF COMPENSATION OF EMPLOYEES...Councilman Miller made a motion to approve the compensation of the City of Pembroke Employees for 2022. Mayor Pro-Tem Walraven seconded the motion and it passed.

ADOPTION... Mayor Cook presented for second reading and adoption an Ordinance Amending Section 5-2 (3) & (4), Section 5-3 (3) of Article V of the City of Pembroke Zoning Ordinance and Section 4-3 of Article IV Presently Captioned as "Section 4-3 of Article IV of Chapter 4 of Title 6 (Section 6-4-4-3) Lot and Building Requirements" So as to Enact that Section as Section 4-4 of Article IV as Amended. Mayor Pro-Tem Walraven made a motion to dispense with the reading of the entire document. Councilwoman Lynn seconded the motion and it passed unanimously. Councilman Miller then made a motion to adopt the Ordinance Amendment. Councilman Hamilton seconded the motion. The motion passed.

Mayor Cook presented for second reading and adoption an amendment to the Subdivision Regulation of the City of Pembroke adding Subsections 7.4.3, 7.4.4, 7.4.5 and 7.4.6 to Section 7.4 with Section 7.4, as amended. Mayor Pro-Tem Walraven made a motion, with a second by Councilwoman Lynn, to dispense with the reading of the entire document. The motion passed. Councilwoman Lynn then made a motion to adopt the amendment. Mayor Pro-Tem Walraven seconded the motion and it passed unanimously.

Mayor Cook presented the second reading and adoption of an Ordinance for a Mobile Food Truck. Councilwoman Moore made a motion to dispense with the reading of the entire document. Councilwoman Lynn seconded the motion. The motion passed unanimously. Mayor Pro-Tem Walraven made a motion to adopt the Mobile Food Truck Ordinance. Councilwoman Lynn seconded the motion and it passed unanimously.

Presented for First Reading was an Ordinance to Amend the Zoning Ordinance for the City of Pembroke Georgia to include a fee schedule of \$100.00 for Demolition Permits. Mayor Cook explained that currently that fee is \$25.00. She stated that the amount of work involved on the City's part warrants the \$100.00 fee. This constitutes the First Reading.

Mayor Pro-Tem Walraven made a motion to adopt the following Cemetery Fees:

-10 x 10 - \$1,100.00

-10 x 20 - \$1,800.00

Councilwoman Lynn seconded the motion. The motion passed unanimously.

Councilwoman Moore made a motion to approve Option 2 from Ghost Coast Landscape for the City of Pembroke's ground maintenance for the main Downtown area, new City Hall location, old City Hall location and the Northside Cemetery location. Councilwoman Lynn seconded the motion and it passed unanimously.

Mayor Pro-Tem Walraven made a motion to authorize Mayor Cook to sign the Consent Order as set forth by EPD. Councilwoman Moore seconded the motion and it passed unanimously.

Councilwoman Lynn made a motion to appoint Shalah Beckworth to the Planning/Zoning Commission to replace Wayne Porter, whose term has expired. Councilwoman Moore seconded the motion. The motion passed unanimously.

COMMITTEE REPORTS...Mayor Pro-Tem Walraven presented a recommendation from the Police Committee to withhold the 2022 Business License for Inn's of Pembroke until such time the Police Chief can meet with the owners to discuss a safety plan. Once that is done the Chief will notify the Clerk to issue the 2022 License. Councilman Miller seconded the recommendation and it passed unanimously.

ADJOURNMENT.....With no further business Councilman Miller made a motion to adjourn. Mayor Pro-Tem Walraven seconded the motion and it passed unanimously. The meeting adjourned at 7:20 pm.

ATTEST:



Cathy D. Rushing

Cathy D. Rushing, City Clerk

Judy B. Cook

Judy B. Cook, Mayor