

# **PEMBROKE CITY COUNCIL**

## **MEETING MINUTES**

**October 14, 2019**

The monthly meeting of the Pembroke City Council was held on Monday, September 16, 2019 at 7:00 p.m. in the City Hall Council Chambers with the following members present: Mayor Judy B. Cook; Councilmembers Ernest Hamilton, Karen Lynn, Diane Moore, Johnnie Miller and Tiffany Walraven. City Administrator Alex Floyd, Attorney Dana Braun, and City Clerk Sharroll Fanslau were also present.

**CALL TO ORDER . . .** The meeting was called to order by Mayor Cook.

**INVOCATION . . .** The invocation was led by Alex Floyd.

**PLEDGE OF ALLEGIANCE . . .** The Pledge of Allegiance was led by the council.

**ADOPTION OF MINUTES . . .** A motion to adopt the minutes as presented of the September 5, 2019 called council meeting was made by Tiffany Walraven; seconded by Karen Lynn and agreed upon by all.

A motion to adopt the minutes as presented of the September 16, 2019 council meeting was made by Diane Moore; seconded by Karen Lynn and agreed upon by all.

**PUBLIC COMMENTS - NONE**

**REQUEST FOR 5K COLOR RUN AT BRYAN COUNTY HIGH SCHOOL –** A motion to approve the request was made by Tiffany Walraven; seconded by Diane Moore and agreed upon by all.

**GMA CERTIFIED CITY OF ETHICS PROGRAM – RENEWAL -** A motion to approve and adopt the request was made by Tiffany Walraven; seconded by Diane Moore and agreed upon by all.

**ALGA -RESOLUTION FOR SUBMISSION OF FY2020 CDBG APPLICATION -** A motion to dispense of the reading of the entire document was made by Tiffany Walraven; seconded by Karen Lynn and agreed upon by all. A motion to adopt the resolution was made by Diane Moore; seconded by Karen Lynn and agreed upon by all.

### **PLANNING AND ZONING / PUBLIC HEARING**

**AR 1.5; AR 2.5; ACCESSORY BUILDING GUIDELINES -** A motion to dispense of the reading of the entire document was made by Tiffany Walraven; seconded by Karen Lynn and agreed upon by all. A motion to approve was made by Diane Moore; seconded by Tiffany Walraven and agreed upon by all. This constitutes the first reading. A moratorium until next council.

## **DEPARTMENT REPORTS**

Written reports given by **Police, Fire, Water, Street, Mechanic, and Clerk.**

**Downtown Development Authority** gave written report in addition to presenting. The DDA requested relocating the Halloween event from the Harn Center to the old ballfield due to voting. A motion to approve was made by Karen Lynn; seconded by Diane Moore and agreed upon by all.

The hayride will be down Ash Branch from Circle Dr to Hwy 119 (Camellia) and a portion of Circle Dr. A motion to approve was made by Diane Moore; seconded by Karen Lynn and agreed upon by all.

Halloween and Trick or Treating will be officially held on October 31 from 5:00 pm until 8:00 pm. A motion to approve was made by Tiffany Walraven; seconded by Diane Moore and agreed upon by all.

The downtown Christmas tree lighting will be held on Tuesday, December 3 at 6:00 pm. Food trucks will be placed in the city parking lot.

**Matthew Barrow** announced the bids received for the Strickland St. Project. Sikes was the winning bid at \$62,848.20. P C Simonton recommends awarding the contract to them. A motion to approve was made by Tiffany Walraven; seconded by Karen Lynn and agreed upon by all. He also mentioned the ribbon cutting of the new well and we are now replacing around 200 meters with read from vehicle technology. Over the next few years we will continue to replace meters until all have been updated.

**City Clerk** requested a bucket brigade be approved for Bryan County teachers raising funds for Joel Green Cancer Fund. They have requested November 2 from 8:00 am to 2:00 pm with a rain day of November 16. A motion to approve was made by Tiffany Walraven; seconded by Diane Moore and agreed upon by all.

## **COMMITTEE REPORTS**

**Street** - A motion to approve a street light at Kelly Dr and Waters Dr was made by Karen Lynn; seconded by Johnnie Miller and agreed upon by all.

A motion to approve the permanent closing of Bucks Lane between Railroad St. and Hwy 280 was made by Johnnie Miller; seconded by Ernest Hamilton and agreed upon by all.

## **EXECUTIVE SESSION (if needed) – Discussion, Personnel, Litigation, Real Estate**

None

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

**ATTEST:**

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**Sharroll Fanslau, City Clerk**

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**Judy B. Cook, Mayor**