

PEMBROKE CITY COUNCIL

MEETING MINUTES

May 11, 2020

The monthly meeting of the Pembroke City Council was held on Monday, May 11, 2020 at 7:00 p.m. through ZOOM webcast teleconference with the following members present: Mayor Judy B. Cook; Councilmembers Ernest Hamilton, Karen Lynn, Johnnie Miller, Diane Moore, and Tiffany Walraven. City Administrator Alex Floyd, City Attorney Dana Braun, and City Clerk Sharroll Fanslau were also present. Also, in attendance were Peter Waters, Bill Collins, Renee Hernandez, and Jeff Whitten.

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

INVOCATION . . . The invocation was given by Alex Floyd.

PLEDGE OF ALLEGIANCE . . . The Pledge of Allegiance was led by Ellis Floyd.

ADOPTION OF MINUTES . . . April 13, 2020 council meeting. A motion to approve the April 13, 2020 Minutes as presented was made by Karen Lynn; seconded by Ernest Hamilton and agreed upon by all.

PROCLAMATION – Municipal Clerks Week May 3-May 9

INCLEMENT WEATHER / HAZARDOUS DUTY POLICY . . . A motion to approve the policy as presented was made by Ernest Hamilton; seconded by Diane Moore and agreed upon by all.

PLANNING AND ZONING – The Mayor opened the floor to public comments...hearing none public comments were closed.

Brenda Reese 80 Gorham Street mobile home request – Compatible if meeting updated requirements. A motion to approve was made by Karen Lynn; seconded by Ernest Hamilton and agreed upon by all.

Bart Redmond “Redmond Construction” Lot 38 Barrington Point side setback variance request – Triangle shaped lot; will go into 10’ setback, requesting a variance. P&Z approved the variance as long as it is not on the property line. A motion to approve was made by Diane Moore; seconded by Karen Lynn and agreed upon by all.

Logan Jones 185 Kayton Ct Home Occupation Permit request – Web design business, no extra traffic, etc. A motion to approve was made by Diane Moore; seconded by Karen Lynn and agreed upon by all.

CHRISTMAS PARADE (Renee) – DDA board has taken a poll and would like to keep the parade at evening time again this year. Survey showed 75% in favor. Parade would start at 5:30 pm; need to have a meeting soon to begin preparation.

City of Pembroke
May 11, 2020
Minutes (continued)
Page 2 of 3

ACTION ITEMS: (Alex)

Resume Utility Disconnects and Penalties date – Recommend starting in July. We need to notice in June’s newsletter and May billing. We may be able to offer payment plan if needed. A motion to approve was made by Karen Lynn; seconded by Tiffany Walraven and agreed upon by all.

Pool reopening X no - A motion to approve was made by Diane Moore; seconded by Karen Lynn and agreed upon by all.

Gym reopening – Not at this time, will follow Bryan County’s direction. A motion to approve was made by Diane Moore; seconded by Karen Lynn and agreed upon by all.

Playground and Parks Not at this time, will follow Bryan County’s direction. A motion to approve was made by Diane Moore; seconded by Karen Lynn and agreed upon by all.

Community Center Not at this time; other than possibly drive through court (Chief Collins will work this out with our Judge); Wendy Simms is holding summer drive lunch program for kids there also.

Municipal Court – other than possibly drive through court (Chief Collins will work this out with our Judge) at the Harn Center starting in June.

Opening City Hall and Police Department - Not at this time, will follow Bryan County’s direction. A motion to approve was made by Karen Lynn; seconded by Tiffany Walraven and agreed upon by all.

Criteria for opening to public - will follow Bryan County’s direction. A motion to approve was made by Tiffany Walraven; seconded by Diane Moore and agreed upon by all.

Employees return to full operations – Employees to return on May 27, 2020. Sick leave & Vacation accrual stops also. will follow Bryan County’s direction. A motion to approve was made by Karen Lynn; seconded by Tiffany Walraven and agreed upon by all.

JUNE CONFERENCE - CANCELLED

UPDATE – NEW CITY HALL & RENOVATION FOR PD & FIRE – Interior design choices: take to Tiffany Walraven and then out for bid.

DEPARTMENT REPORTS

Alex – water pressure at new senior complex is low. We need to extend the 8” line down Ash Branch. Y-Delta will charge \$82,000 plus plan cost. A motion to approve was made by Johnnie Miller; seconded by Diane Moore and agreed upon by all.

Alex – The railroad crossings that need repaired will cost approximately \$82,000 including removing the crossing at Bucks Lane. They will start at Ledford St. crossing. A motion to approve was made by Diane Moore; seconded by Johnnie Miller and agreed upon by all.

Alex – Lott Barber did a walk thru last Friday, May 8 to get the city a set of drawings in order to proceed.

Peter – Fire department began painting fire hydrants throughout the city.

Renee – Friday at city hall will begin t-shirt delivery for those that ordered.

CHIP houses are near completion. Next round of CHIP will be Mary St. including paving. Eason will be contacted for lot determination along with M E Sack.

COMMITTEE REPORTS - none

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

NEXT MEETING – LOCATION WILL BE ANNOUNCED

ADJOURNMENT - Having no further business to come before the City Council, a motion to adjourn the meeting was made by Johnnie Miller, seconded by Ernie Hamilton and agreed upon by all.

ATTEST:

Sharroll Fanslau, City Clerk

Judy B. Cook, Mayor