

# **PEMBROKE CITY COUNCIL**

## **MEETING MINUTES**

**June 10, 2019**

The monthly meeting of the Pembroke City Council was held on Monday, June 10, 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, and Tiffany Walraven. Attorney Dana Braun, City Administrator Alex Floyd, 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 Alfonzo Hagan.

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

**ADOPTION OF MINUTES . . .** A motion to adopt the minutes as presented on the May 13, 2019 council meeting was made by Karen Lynn; seconded by Ernest Hamilton and agreed upon by all.

**PUBLIC COMMENTS . . .** none

**REAPPOINTMENT RECOMMENDATION OF SEAN REGISTER TO CRC COUNCIL . . .** A motion to recommend reappointment was made by Tiffany Walraven; seconded by Karen Lynn and agreed upon by all.

**GMEBS (RETIREMENT BENEFITS COVERAGE) – ADOPTION OF RESTATED PLAN DOCUMENTS, 1<sup>ST</sup> READING . . .** A motion to recommend adoption was made by Tiffany Walraven; seconded by Karen Lynn and agreed upon by all. This constitutes the first reading of the adoption.

**REQUEST FOR BUCKET BRIGADE – HENDRIX PARK HAUNTED HOUSE COMMITTEE – September 14 . . .** A motion to approve was made by Karen Lynn; seconded by Tiffany Walraven and agreed upon by all.

**APPROVAL FOR SPRAY INSULATION OF MECHANIC SHOP . . .** Tiffany Walraven requested the item be tabled for further review.

**ANNOUNCEMENT OF WINNING BID FOR FIRE STATION #2 PAVING . . .** Matthew Barrow announced the bid openings and recommended the \$75,671.00 winning bid by Ellis Wood Construction, Statesboro. A motion to approve the winning bid was made by Tiffany Walraven; seconded by Karen Lynn and agreed upon by all.

**AGREEMENT FOR CONTRACT SERVICES RE: PUBLIC SAFETY COMPLEX . . .** Tiffany Walraven requested the item be tabled for further review. There will be a workshop on July 2, 2019 that we will review and make recommendations for July council.

**PLANNING AND ZONING / PUBLIC HEARING** – All were presented by Alex Floyd:

Mobile Home Placement – Kevin Smith – The current zoning is R1 however water is serviced by the city, but sewer is not. Due to the size of the lot, there is a question on whether or not the county will allow septic placed. It was requested the item be tabled for further review.

**DEPARTMENT REPORTS . . .**

City Administrator – Alex Floyd reviewed current bids, department head meetings, gave an update on our GIS, and reported the RFP for our CHIP contractor has been posted.

Police Department – Director Collins reported they are currently searching for grant opportunities and gave the department report.

Fire – Chief Waters gave an update on the recent fire and reported camp starts on Monday. He further reported that the camp was full.

Water Department - written report

Street Department – written report

Mechanic Shop – written report

Matthew Barrow – gave update on the water/well project

Recreation – none

DDA – A request was received for use of the pool and the field for June 29, July 27, and September 28 for various DDA events. A motion to approve the use was made by Karen Lynn; seconded by Tiffany Walraven and agreed upon by all.

**COMMITTEE REPORTS . . . none**

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

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

**ATTEST:**

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**Sharroll Fanslau, City Clerk**

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**Judy B. Cook, Mayor**