

PEMBROKE CITY COUNCIL

MEETING MINUTES

June 8, 2020

The monthly meeting of the Pembroke City Council was held on Monday, June 8, 2020 at 7:00 p.m. 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.

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

INVOCATION . . . The invocation was given by Johnnie Miller.

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

ADOPTION OF MINUTES . . . May 11, 2020 council meeting. A motion to approve the May 11, 2020 minutes as presented was made by Johnnie Miller; seconded by Diane Moore and agreed upon by all.

STATE OF EMERGENCY END DATE . . . We will reopen City Hall and the Police Department to the public in accordance with the Governor's order on June 15, 2020 unless otherwise ordered by the state.

CONTRACT WITH DEPARTMENT OF CORRECTIONS . . . A motion to accept the contract as presented was made by Johnnie Miller; second by Ernest Hamilton and approved by all.

CONTRACT EXTENSION WITH ALLGREEN SERVICES . . . A motion to accept the contract as presented and continue services through December 2023 was made by Diane Moore; second by Tiffany Walraven and agreed upon by all.

PLANNING AND ZONING – The Mayor opened the floor to public comments.

Ms. Deal ask to rezone the existing lot from R1 to R3 with a variance for frontage of 14'. The property is not site ready. Planning and Zoning did recommend the rezoning and variance. Tiffany Walraven asked if this would be approved by Bryan County and was answered yes by calculations according to Alex Floyd.

The Mayor closed the floor to public comments.

Anderson Lane would be required to be paved if rezoned. No building approval by council before approval of site plan by council. A motion was made to approve the recommendation under these conditions by Tiffany Walraven; second by Diane Moore and agreed upon by all.

DEPARTMENT REPORTS

Police – Chief Collins reported that they expect to begin court the third week of July pending COVID restrictions. We will begin with drive up court at the J Dixie Harn Center. The judge plans to hold two courts in August and continue schedule after that accordingly. The

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vehicle lease through Enterprise is moving forward again with the delay of COVID. We should expect vehicles late August early September. The protest last week went well with no issues. We need to address a protocol list for protests.

Bryan County Board of Education has requested a contract with the City of Pembroke Police to cover the three schools with a Resource Officer. We have agreed on cost with BOE and Sheriff's Department. A motion to authorize the Mayor to enter into the agreement was made by Johnnie Miller; second by Tiffany Walraven and agreed by all.

The Police Dept has a new hire, Brenda Tyson who will begin on June 10. She brings vast experience with knowledge of court procedures, detective experience, etc.

Reconstruction of the police department has begun and expected to take approximately 30 days.

FIRE - Grant was received in the amount of \$10,500 for equipment. Johnnie Miller asked about 3rd floor of Ash Branch Manor being assessable to fire equipment. Chief Waters explained testing which was done and our ability to handle if needed due to force water flow.

CLERK – Records room was cleaned and destruction of old records made.

Explanation of flags posted for Memorial Day was given on behalf of AL Flag Committee.

CITY ADMINISTRATOR – Survey is currently being handled. DDA has MOU for MainStreet ready. A motion to authorize the Mayor to sign the MOU was made by Diane Moore; second by Karen Lynn and agreed by all. Tiffany Walraven recused herself. The DDA has requested the City assist with the replacement cost of the air conditioning system at the Art Center. A motion was made to have the city pay the cost of repair and the DDA will reimburse the city monthly from rent proceeds until paid was made by Diane Moore; second by Karen Lynn and agreed by all. Tiffany Walraven recused herself. A request to hold a Business Parade was denied as well as closing Railroad St for a drive by parade. A Business Hop was suggested.

ATTORNEY – Mr. Braun suggested we place qualifications and bid package out at same time for building of new city hall. A motion to have Pre-qualification and Bid package presented at July meeting was made by Tiffany Walraven; second by Diane Moore and agreed 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 Diane Moore, seconded by Ernie Hamilton and agreed upon by all.

ATTEST:

Sharroll Fanslau, City Clerk

Judy B. Cook, Mayor