

**PEMBROKE CITY COUNCIL  
MINUTES  
AUGUST 8, 2022**

The regular meeting of the Pembroke City Council was held on Monday, August 8, 2022, at City Hall with the following members present: Mayor Judy Cook, Mayor Pro-Tem Tiffany Walraven, Councilmembers Ernest Hamilton, Karen Lynn, and Diane Moore. Councilmember Johnnie Miller was unable to attend. Also present were City Administrator Toby Harris, Fire Chief Peter Waters, Attorney Bubba Hughes, and City Clerk Arlene Hobbs.

**CALL TO ORDER, INVOCATION AND PLEDGE...** Mayor Cook called the meeting to order at 7:00 pm; the invocation was given by City Administrator Toby Harris; followed by the pledge of allegiance to the flag.

**MINUTES...** A motion was made by Ernest Hamilton and seconded by Karen Lynn to approve the minutes of the July 11, 2022; regular council meeting as presented. The motion carried unanimously.

**PUBLIC COMMENTS...** No comments were presented.

**APPROVALS...**

1. **Bucket Brigade for BCHS JROTC Saturday, August 23, 2022, from 9am – 12pm** – a motion to approve was made by Diane Moore, seconded by Ernest Hamilton. The motion carried unanimously.
2. **2022 Millage Rate** – Tiffany Walraven made a motion to set the 2022 millage rate at 10 mils. Diane Moore seconded, and the motion passed unanimously.
3. **Second Reading and Adoption of Package Sales Ordinance** – Tiffany Walraven made a motion to dispense with the reading of the ordinance, seconded by Karen Lynn. This constitutes the second reading and adoption of the Package Sales Ordinance. The motion carried unanimously.

**DEPARTMENT REPORTS...**

**Fire** – Chief Waters updated council on the repairs and renovations being done on the community center and pool due to damage from April's tornado. The picnic shelter is being moved closer to the playground and will now be inside the fenced area. Summer camp was a tremendous success again this year.

**Administrator** – Mr. Harris reported on the I & I / Engineering LAS Phase 1 due to the consent order. Staff completed GIS/GPS Right Spot training recently and came away with a great deal of knowledge regarding the system. He also reported the 5-year comp plan project was underway. The first planning meeting for the Christmas Parade and Festival will be held next week.

**City Clerk** – Arlene reported that the 2021 financial report will be complete by August 12, 2022. The second and final round of funds from ARPA/CARES was deposited earlier this month. Continued training with Deputy Clerk.

**COMMITTEE REPORTS**...Nothing to report.

**ADJOURNMENT**...There being nothing further to discuss a motion to adjourn was made by Tiffany Walraven, seconded by Diane Moore.

**ATTEST:**



**Arlene Hobbs, City Clerk**



**Judy B. Cook, Mayor**