

# **PEMBROKE CITY COUNCIL**

## **MEETING MINUTES**

**September 16, 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, and Tiffany Walraven. 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 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 August 12, 2019 council meeting was made by Karen Lynn; seconded by Tiffany Walraven and agreed upon by all.

**PUBLIC COMMENTS . . .** none

**REQUEST FOR BRYAN COUNTY HIGH SCHOOL HOMECOMING PARADE . . .** A motion to approve as presented was made by Tiffany Walraven, second by Ernie Hamilton and agreed upon by all. Request for police and fire presence also. Tracy Robinson will handle the bonfire at the old PSC site. Motion for approval of bonfire was made by Tiffany Walraven, second by Karen Lynn and agreed upon by all.

**REQUEST FOR BUCKET BRIGADE – BCHS BAND BOOSTERS . . .** A motion to approve as presented was made by Diane Moore, second by Ernie Hamilton and agreed upon by all.

**REQUEST FOR BUCKET BRIGADE – AMERICAN LEGION . . .** A motion to approve as presented was made by Tiffany Walraven, second by Karen Lynn and agreed upon by all.

**CHIP . . .** Alex confirmed final negotiations from last meeting has been cleared and we are good to accept final bid. A motion to accept the bid as presented was made by Diane Moore, second by Karen Lynn and agreed upon by all. Tiffany Walraven recused herself.

**STREET DESIGN PROFESSIONAL . . .** Alex reported that all bids had been received and recommended we move forward with P.C. Simonton. A motion was made to accept the recommendation by Tiffany Walraven, second by Diane Moore and agreed upon by all.

**PLANNING AND ZONING / PUBLIC HEARING . . .** NONE

**DEPARTMENT REPORTS . . .**

DDA – Renee reported that the mural downtown should begin around September 25, 2019 and will take approximately one week to complete.

September 28 will be our End of Summer Bash at the Harn Center. She will need E. Gibson to Industrial closed on Lanier for food trucks. A motion to approve was made by Karen Lynn, second by Diane Moore and agreed upon by all.

Renee reported that the 5K has been postponed until possibly next year some time. She requested approval for the Spooktacular to be held on October 26 from 9:00 am – 3:00 pm.

Fall yard sale will be on November 9 from 7:00 am - 2:00 pm in downtown parking lot. A motion to approve was made by Karen Lynn, second by Diane Moore and agreed upon by all.

**COMMITTEE REPORTS**

Written reports turned in

Police Department – will host GOHS on Friday, September 20 and Ga. Chief’s Association on September 24 at the Harn Center at 10:00 am.

Water Committee - Mrs. Edenfield – Water committee made a motion that due to billing error, connection will be completed by the water department. Motion was made by Diane Moore, second by Karen Lynn and agreed upon by all.

Human Resources – A motion was made by Tiffany Walraven to begin including breathalyzer test in our random drug testing. Second by Ernest Hamilton and agreed upon by all.

Fire – A ribbon cutting will be held a Station #2 at 7:00 pm on October 7.

Administration – Alex proposed to select Lott & Barber as the architects for the new City Hall project. A motion was made by Tiffany Walraven to approve, second by Diane Moore 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**