

**PEMBROKE CITY COUNCIL  
MINUTES  
DECEMBER 16, 2024**

The regular meeting of the Pembroke City Council was held on Monday, December 16, 2024, at City Hall with the following members present: Mayor Tiffany Zeigler, Mayor Pro-Tem Johnnie Miller, Councilmembers Diane Moore, Sharon Lewis, Ernest Hamilton, and Ed Bacon. Also, present were City Administrator Chris Benson, City Attorney Dana Braun, City Clerk Arlene Hobbs, and City Engineer Logan Irvine.

**CALL TO ORDER, INVOCATION AND PLEDGE...**Mayor Zeigler called the meeting to order at 7:00 pm. Mayor Pro-Tem Miller offered the invocation and led the pledge of allegiance to the flag.

**MINUTES...** A motion was made by Johnnie Miller and seconded by Sharon Lewis to approve the minutes of the November 18, 2024; regular council meeting as presented. The motion carried unanimously.

**PUBLIC COMMENTS**

1. Johnny Farley of Richmond Hill commented on the Bryan County Shrine Club and their participation in the annual Pembroke Christmas Parade.
2. Andrew Dunkle of Olive Branch Road commented on a situation that arose during the Christmas Parade with the Bryan County Shrine Club.

**APPOINTMENT OF MEMBERS TO MAYOR'S YOUTH COUNCIL...**Mayor Zeigler introduced three young ladies chosen to be appointed to the Mayor's Youth Council. They are Leah Johnson, Erianna Morgan, and Maddie Walraven. Each young lady is a junior at Bryan County High School. They were presented with certificates to officially commemorate this inaugural appointment to the Mayor's Youth Council.

**APPROVAL OF MEETING AGENDA...**A motion to approve the meeting agenda was made by Diane Moore, seconded by Sharon Lewis. The motion carried unanimously.

**RESOLUTIONS**

1. **Resolution to Add Membership in a Fund of Georgia Interlocal Risk Management for PTSD Coverage mandated by HB451.** A motion to approve was made by Johnnie Miller, seconded by Diane Moore. The motion carried unanimously.
2. **Resolution to name Jimmy T. Cook as Grand Marshal of the 2024 City of Pembroke Annual Christmas Parade.** A motion to approve was made by Diane Moore, seconded by Ed Bacon. The motion carried unanimously.

**CONSENT AGENDA...**A motion to approve the consent agenda was made by Johnnie Miller, seconded by Ernest Hamilton. The motion carried unanimously.

1. **Approval of alcohol license renewal for The Bazaar, 186 N. Main Street**
2. **Approval of alcohol license renewal for Quick Stop, 518 N. Main Street**
3. **Approval of alcohol license renewal for El Cheapo, 165 E. Bacon Street**
4. **Budget Adoption for FY 2025**

#### **PUBLIC HEARINGS**

1. **Applicant, Courtney Nunoz, is requesting a variance to reduce the side yard setback by 1', at 139 Ennis Rd, Parcel #0151-025. The variance would reduce the required corner lot setback from 20' to 19' for the side yard abutting a side street (dirt road, 40' ROW).** Derek Cathcart presented the applicant's request to reduce the corner lot setback. Staff and the planning commission recommend approval as not allowing presents a hardship for the current owner.
2. **Applicant, Darlene Shuman, is requesting a rezoning from R-1 to B-2 for Parcel B, of Parcel #0161-073, located at 1357 Camellia Dr. The applicant is proposing a two-lot subdivision. Rezoning Parcel B would bring an existing nonconforming use, a hair salon, into conformance.** Derek Cathcart presented the applicant's request to subdivide parcel 0161-073 into two lots and rezone the lot with an existing hair salon business from R-1 to B-2. The existing use is nonconforming and grandfathered in, allowing the use to continue to exist as it stands currently. Staff and the planning commission recommend approval with conditions that the lot revert back to R-1 when the existing use of a hair salon changes or ceases.

**ORDINANCE READINGS...none.**

#### **ACTION AGENDA**

1. **Approval to increase monthly solid waste residential cart rate from \$15.50 to \$16.50 and commercial cart rate from \$18.00 to \$19.00 due to increase in contract with AllGreen Services effective January 1, 2025.** A motion to approve was made by Johnnie Miller, seconded by Ed Bacon. The motion passed unanimously.
2. **Approval to authorize City Administrator to renew solid waste collection contract with AllGreen Services.** A motion to approve was made by Johnnie Miller, seconded by Ed Bacon. The motion passed unanimously.
3. **Approval to authorize City Administrator to execute a contract with Altamaha Building Systems, Inc. in the amount of \$526,115 for construction of City Maintenance Building.** A motion to approve was made by Johnnie Miller, seconded by Ernest Hamilton. The motion passed with Ed Bacon opposed.
4. **Approval of a Variance to reduce the side yard setback by 1', at 139 Ennis Rd, Parcel #0151-025. The Variance would reduce the required corner lot setback from 20' to 19' for the side yard abutting a side street (dirt road, 40' ROW).** A motion to approve was made by Johnnie Miller, seconded by Diane Moore. The motion passed with Ed Bacon opposed.

**DEPARTMENT REPORTS...**

**Police** – Chief Collins reported on staffing, with one voluntary termination of a patrol officer who has moved on to Bryan County. He commented on the Mayor’s Youth Council and the SADD program and commended the Mayor and Council for the support our city shows to our youth. He commented on the impressive job by Fernanda Camacho Hauser during the Christmas Market and Parade. Not an easy feat for one person. Mayor Pro-Tem Miller and Mayor Zeigler commended the police department for being community oriented and their participation in activities outside of their normal day to day.

**Fire** – Chris Benson reported for the Fire Chief who was not present. The department ran a drill in November and hosted a fire prevention program and the Bryan County Elementary School. There were sixty-one emergency calls. The department also did a boot drive and collected \$2341 in donations. Mayor Zeigler commended the department for their help in delivering meals for Thanksgiving.

**City Administrator** – Chris reported on the progress of hurricane debris. He also spoke about the current trip to South Korea that he and the mayor attended along with the City of Pooler, Savannah, Statesboro, Bryan County, and the Development Authority.

**DDA** – Fernanda reported the Walking Tour kicked off with less participation than hoped. She is collaborating with the Red Cross to schedule a Blood Drive. Mayor Zeigler commended her for her work in the community and in activities beyond her day-to-day tasks.

**City Attorney** – nothing to report.

**City Clerk** – Arlene commented on DOAA training.

**City Engineer** – nothing to report.

**COMMITTEE REPORTS** – nothing to report.


**EXECUTIVE SESSION...** none.

**ADJOURNMENT...** There being nothing further to discuss, at 8:05pm a motion to adjourn the meeting was made by Ed Bacon, seconded by Diane Moore. The motion passed unanimously.

**ATTEST:**



  
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Arlene Hobbs, City Clerk

  
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Tiffany M. Zeigler, Mayor