

PEMBROKE CITY COUNCIL MEETING MINUTES

December 12, 2016

The monthly meeting of the Pembroke City Council was held on Tuesday, November 14, 2016 at 7:00 p.m. in the City Hall Council Chambers with the following members present: Mayor Judy B. Cook; Councilmembers Tiffany Walraven, Ernest Hamilton, Karen Lynn, Diane Moore and Johnnie Miller. Attorney Dana Braun and City Clerk, Sharroll Fanslau were also present.

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

INVOCATION & PLEDGE . . . Jesse France, Pembroke Police Auxiliary Chaplain gave the invocation and led the pledge.

ADOPTION OF MINUTES . . . A motion to adopt the minutes as presented of the November 14, 2016 council meeting was made by Karen Lynn, seconded by Diane Moore and agreed upon by all.

PUBLIC COMMENTS . . . There was a request for public comment by Jacob Chassereau. Mr. Chassereau was given the opportunity to comment. He stated that on December 3, 2016 there was a dove hunt close to his home. He called the police department, which Officer McElveen responded. The officer advised him that this was a legal hunt. Mr. Chassereau stated his desire for Mayor and Council to consider changing the current ordinance which allows the legal hunt.

KEEP AMERICA BEAUTIFUL . . . A proclamation for "Bring One for the Chipper" was presented and read by Mayor Cook designating December 31, 2016 as the official Bring One for the Chipper Day.

FY 2017 MEETING SCHEDULE . . . A calendar for 2017 Council Meetings was presented by the City Clerk. A motion for adoption of calendar as presented was made by Diane Moore, seconded by Karen Lynn and agreed upon by all.

PLANNING AND ZONING / PUBLIC HEARING . . . The Mayor called for any public comments, hearing none, the public hearing was closed. A motion was made to Amend Section 7-5 by Karen Lynn, seconded by Johnnie Miller and agreed upon by all. This constitutes the first reading.

FIRE DISTRICT ESTABLISHMENT . . . A motion to approve the Fire District as presented with the exception of fire fee amounts which will be set by council at a later date, was made by Diane Moore, seconded by Karen Lynn and agreed upon by all. This constitutes the 2nd reading and adoption of the Fire District.

BRYAN COUNTY MARCHING BAND BOOSTERS . . . A request for Bucket Brigade on December 17, 2016 from 8:00 a.m. until 1:00 p.m. was made. A motion to approve was made by Johnnie Miller, seconded by Ernest Hamilton and agreed upon by all.

FIRE DEPARTMENT . . . A request to surplus and dispose of scrap metal located at the burn site and also at the city yard was made by Chief Waters. A motion to approve was made by Diane Moore, seconded by Karen Lynn and agreed upon by all.

AMENDMENT OF TITLE 7, CHAPTER 3: ALCOHOLIC BEVERAGES . . . Attorney Braun explained that the liquor sales approved in November did not include Sunday sales and the need for a separate vote citywide. It was further explained that the Board of Education will be holding a vote on March 21st for ESPLOST and will allow us to place Sunday sales on the ballot at that time. Mr. Braun

CITY COUNCIL MINUTES (continued)

December 12, 2016

PAGE 2 OF 2

specifically addressed the following sections: 7-3-5; 7-3-6; 7-3-9; 7-3-17; 7-3-42; 7-3-44; and 7-3-50. A motion was made to dispense with the reading of the amendment and allow this as 1st reading by Johnnie Miller, seconded by Karen Lynn and agreed upon by all. This constitutes the 1st reading.

DEPARTMENT REPORTS

Street – Deadline for debris pickup from Hurricane Matthew will be January 3, 2017 per Larry Todd and by recommendation of the Street Committee, Diane Moore and Ernest Hamilton.

Surplus – The Street department requested that they be allowed to list a mower on GovDeals for sale. 2014 Exmark Lazer S-series zero turn; Model LZS740EKC60RD; S/N 314633517; 27 Horsepower; Rear discharge; 1077 hours. A motion to approve the surplus sale was made by Johnnie Miller; seconded by Karen Lynn and agreed upon by all.

Downtown Development Authority – Alex Floyd reported that the Andy’s IGA downtown had sold and that Sawmill Landing was beginning to take applications. There will be a wrap up meeting on Thursday at 1:00 p.m. at city hall for the parade and tree lighting.

Police – no additional report.

Project Manager – Ricky McCoy reported that the school now had the lights flashing. Diane Moore remarked that the lights were flashing early at 2:30 but they have been contacted and should be adjusted now. They will be adjusted to the dismissal bell at school. It was also noted that teachers start around 7:30 and lights may need to be set earlier. Mr. McCoy also informed the mayor and the council that the Ash Branch Rd. project should be completed by January 1st.

COMMITTEE REPORTS

Finance Committee – Diane Moore made a motion that it was the recommendation of the committee to approve end-of-year salary adjustments for the employees. Karen Lynn seconded the motion and it was agreed upon by all.

Water Committee – Pembroke Christian Church requested a 1” tie-in to their new youth center. It was the recommendation of Keith Cook that it be changed to a 2” pipe off Burkhalter St. A motion was made by Johnnie Miller, second by Ernest Hamilton and agreed upon by all.

Human Resources – Karen Lynn made a motion to approve the human resources director job description. A second was made by Diane Moore and agreed upon by all.

EXECUTIVE SESSION (if needed) Discussion, Personnel, Litigation, Real Estate - None needed

ADJOURNMENT Having no further business to come before the City Council, a motion to adjourn the meeting was made by Diane Moore, seconded by Johnnie Miller and agreed upon by all.

ATTEST:


Sharroll Fanslau, City Clerk


Judy B. Cook, Mayor