

**PEMBROKE CITY COUNCIL
MINUTES
MAY 13, 2024**

The regular meeting of the Pembroke City Council was held on Monday, May 13, 2024, at City Hall with the following members present: Mayor Tiffany Zeigler, Councilmembers Diane Moore, Sharon Lewis, Ernest Hamilton, and Ed Bacon. Also, present were City Administrator Chris Benson, City Attorney Dana Braun, and City Clerk Arlene Hobbs. Mayor Pro-Tem Johnnie Miller was unable to attend.

CALL TO ORDER, INVOCATION AND PLEDGE...Mayor Zeigler called the meeting to order at 7:00 pm; followed by the invocation. The pledge of allegiance to the flag was led by Councilmember Diane Moore.

MINUTES... A motion was made by Diane Moore and seconded by Ernest Hamilton to approve the minutes of the April 8, 2024; regular council meeting as presented. The motion carried unanimously.

PUBLIC COMMENTS...There was one public comment.

1. Harley Doerfler of 80 McFadden thanked the Mayor and Council for work done at the Harn Center park area.

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

PROCLAMATION...A proclamation was read by City Clerk Arlene Hobbs naming the Month of May 2024 as National Cities, Towns, and Villages Month.

RESOLUTION...A resolution was read by City Clerk Arlene Hobbs for the dedication of Right-of-Way and Utility Easement on Judith Street by Smith Street Development to the City of Pembroke. A motion to approve was made by Diane Moore and seconded by Ernest Hamilton. A motion to disapprove was made by Ed Bacon and seconded by Sharon Lewis. Having a split vote, Mayor Zeigler was called upon to break the tie, voting to approve the dedication of Right-of-Way and Utility Easement on Judith Street.

CONSENT AGENDA...A motion to approve the consent agenda was made by Diane Moore, seconded by Sharon Lewis. The motion carried unanimously.

1. **Downtown Development Authority requests a street closure for the Whistle Stop Market on Church Street from Highway 280 to Anderson Lane from 1pm to 8:30pm on May 22nd, and from 4:30pm to 8:30pm on June 19th, July 3rd, July 17th, July 31st, August 14th, August 28th, and September 4th. Also, on June 5th from 4:30pm until 10pm in connection with a Friends of the TOS Theater and Bryan County Sheriff's office movie event as part of the market.**

PUBLIC HEARINGS

- 1. Applicant seeking a rezoning of Parcel 11 06 017, 33 Warnell Street, from R-1, Single Family Residential, to R-3, Multi-Family Residential.**
 - A. No public comments.

ORDINANCE READINGS

Motion to dispense with the reading of the Ordinances to follow was made by Diane Moore, seconded by Ed Bacon. The motion carried unanimously.

- 1. Second Reading and Approval of an Ordinance to Amend the City of Pembroke Zoning Ordinance to provide a zoning designation for land petitioned to be annexed on Harry Hagan Road, Parcel 015 052, and Georgia Highway 119, Parcel 0151 001.** A motion to approve was made by Diane Moore, subject to the attached memo, and seconded by Ernest Hamilton. The motion carried unanimously.
- 2. Second Reading and Approval of an Ordinance to Annex into the Corporate City Limits of the City of Pembroke as requested by Pamela Hagan King, Parcel 015 052.** A motion to approve was made by Diane Moore, seconded by Ed Bacon. The motion passed unanimously.
- 3. Second Reading and Approval of an Ordinance to Annex into the Corporate City Limits of the City of Pembroke as requested by Patrick H.K. King, Parcel 0151 001.** A motion to approve was made by Diane Moore, seconded by Ernest Hamilton. The motion passed unanimously.

ACTION AGENDA

- 1. Approval and Authorization to execute a contract with Tischler Bise in the amount of \$54,310.00 to provide a comprehensive evaluation of the City's infrastructure needs and establish an impact fee program pending legal approval.** A motion to approve was made by Diane Moore, seconded by Ernest Hamilton. The motion passed unanimously.
- 2. Approval of Interlocal Agreements for the transfer of property to the Downtown Development Authority of the City of Pembroke for the CHIP project, Old Ballfield and Dingle School property.** A motion to approve was made by Diane Moore, seconded by Ed Bacon. The motion passed unanimously.
- 3. Approval of request to rezone Parcel 11 06 017, 33 Warnell Street, from R-1, Single Family Residential, to R-3, Multi-Family Residential.** A motion to approve was made by Diane Moore, seconded by Sharon Lewis. A motion to disapprove was made by Ed Bacon and seconded by Ernest Hamilton. Having a split vote, Mayor Zeigler was called upon to break the tie, voting to approve the rezoning request from R-1 to R-3 for Parcel 11 06 017, 33 Warnell Street.

4. **Approval to request to place a new manufactured home on Strickland Street Extension, Parcel 04 02 002 01, zoned R-1, Single Family Residential.** A motion to approve was made by Sharon Lewis and seconded by Ed Bacon. The motion passed unanimously.
5. **Approval of site plan for a mini-storage facility on Parcel 012 003, N. Main Street, zoned B-2, General Commercial.** A motion to approve was made by Ed Bacon, seconded by Diane Moore. The motion passed unanimously.

DEPARTMENT REPORTS...

Police – Det. Brenda Tyson was present for the Police Department. Nothing to report.

Fire – Chief Waters reported that there were 69 calls during the month of April. Summer Camp is ½ full already with the expectation of a full camp again this year. The pool is scheduled to open May 30th once lifeguards have completed training and the pool inspected.

DDA – Fernanda reported on the upcoming Whistle Stop Farmers Market and the excitement of vendors scheduled to attend. She also shared that the city is sending a Birthday card to the Army for their upcoming birthday. Everyone is encouraged to add their signature and message.

City Administrator – Mr. Benson spoke on the new P&Z employee and thanked Steve Scholar for his ongoing support.

City Attorney – nothing to report.

City Clerk – Arlene Hobbs reported that the 2023 Audit is scheduled to be completed on time.

COMMITTEE REPORTS...nothing to report.

EXECUTIVE SESSION...For the purposed of discussing personnel, land acquisition, and/or litigation as allowed by O.C.G.A., Title 50, Chapter 14 – At 7:41pm a motion to enter executive session was made by Diane Moore, seconded by Ed Bacon. The motion passed unanimously.

At 8:15pm a motion to close executive session was made by Diane Moore, seconded by Ernest Hamilton. The motion passed unanimously.

ADJOURNMENT...There being nothing further to discuss, a motion to adjourn the meeting was made by Ernest Hamilton, seconded by Diane Moore. The motion passed unanimously.

ATTEST:



Arlene Hobbs, City Clerk

Tiffany M. Zeigler, Mayor