

**PEMBROKE CITY COUNCIL
MINUTES
OCTOBER 16, 2023**

The regular meeting of the Pembroke City Council was held on Monday, October 16, 2023, at City Hall with the following members present: Mayor Judy Cook, Mayor Pro-Tem Tiffany Zeigler, Councilmembers Diane Moore, Karen Lynn, Ernest Hamilton, and Johnnie Miller. Also present were City Administrator Chris Benson, City Attorney Dana Braun, City Clerk Arlene Hobbs, and Steve Scholar for Planning and Zoning.

CALL TO ORDER, INVOCATION AND PLEDGE... Mayor Cook called the meeting to order at 7:00 pm; Councilmember Johnnie Miller gave the invocation, with a special moment of silence for the war in Israel, followed by the pledge of allegiance to the flag.

MINUTES... A motion was made by Diane Moore and seconded by Karen Lynn to approve the minutes of the September 11, 2023; regular council meeting as presented. The motion carried unanimously. A motion was made by Tiffany Zeigler and seconded by Johnnie Miller to approve the minutes of the October 2, 2023; called meeting as presented. The motion carried unanimously.

PUBLIC COMMENTS

1. Travis Chassereau had a comment regarding the paving of Smith and Thigpen by the site of the new Huddle House. This was deferred to comments under Planning and Zoning.

PROCLAMATION – The Retired Educators Day Proclamation was read by Mayor Pro-Tem Tiffany Zeigler, naming Sunday, November 5, 2023 as “Retired Educators Day” in Pembroke.

APPROVALS...

1. **2023 Language Access Plan** - a motion to approve and adopt the 2023 Language Access Plan was made by Johnnie Miller, seconded by Ernest Hamilton. The motion carried unanimously.

PLANNING & ZONING...

1. **Approval to place a manufactured home on parcel 012 004. 530 W. Burkhalter. The property is zoned AR-1, 122 acres. Planning commission recommends disapproval based upon code that states accessory dwellings may not be manufactured homes.** – A motion to table the request was made by Karen Lynn and seconded by Diane Moore. The motion carried unanimously.
2. **Approval of site plan for Huddle House restaurant on W. Bacon Street, parcel 01-03-007. Property zoned B-3, 0.44 acres. Planning commission recommends approval** – Travis Chassereau inquired if Smith and Thigpen streets would be paved as a part of the construction. Only the portion of the street going into the restaurant will be paved at this time. A motion to approve was made by Tiffany Zeigler, seconded by Johnnie Miller. The motion carried unanimously.

DEPARTMENT REPORTS...

Police – Chief Collins not in attendance.

Fire – Chief Waters reported all going well within the department.

DDA – Fernanda Hauser reminded everyone about the drive-thru trick or treating event to be held Saturday, October 21st from 6 to 8 pm.

City Administrator – Chris Benson reported on GICH training retreat attended by Mayor Pro-Tem Tiffany Zeigler, Fernanda Hauser, and himself. He also reminded the council that we will be doing budget workshops in the next few weeks.

COMMITTEE REPORTS...nothing to report.

ADJOURNMENT...There being nothing further to discuss, a motion to adjourn was made by Tiffany Zeigler, seconded by Diane Moore. The motion carried unanimously.

ATTEST:



Arlene Hobbs, City Clerk



Judy B. Cook, Mayor