

PEMBROKE CITY COUNCIL MEETING MINUTES
October 13, 2016

The monthly meeting of the Pembroke City Council was held on Thursday, October 13, 2016 at 6:30 p.m. in the City Hall Council Chambers with the following members present: Mayor Judy B. Cook; Councilmembers Tiffany Walraven, Ernest Hamilton, Karen Lynn and Johnnie Miller. Attorney Dana Braun and City Clerk, Sharroll Fanslau was also present. Diane Moore was absent.

CALL TO ORDER, INVOCATION & PLEDGE The meeting was called to order by Mayor Cook; the invocation was given by Johnnie Miller, Mayor Pro-tem.

ADOPTION OF MINUTES A motion to adopt the minutes as presented of the September 19, 2016 council meeting was made by Karen Lynn, seconded by Ernie Hamilton and agreed upon by all.

PUBLIC COMMENTS No comments were presented.

PUBLIC SAFETY DIRECTOR A briefing was given by Director Bill Collins on the aftermath of Hurricane Matthew. Director Collins stated that all the departments within the city which needed to be on alert for the hurricane stayed in the old elementary school during Friday evening. The police, fire department, and the water department were present throughout the night and ready to respond if needed. All departments were dispatched the next morning to access and begin damage cleanup activity. Three phases are involved in the GEMA/FEMA Emergency Management planning. Stage 1 is damage assessment; Stage 2 is public assessment; and Stage 3 is individual assessment. The city and county expect to meet the minimum threshold required for reimbursement from GEMA and may expect to receive 70% to 80% of expenditures during the storm. The city will also file for insurance damages for any uncovered expenses. At this time, Mary St. is still closed and has no power. Our wastewater treatment facility was hit the worse with debris, etc. and must still be evaluated by GEMA/FEMA. Thanks to Bryan County loaning us a generator, the City never lost water. GEMA brought in a generator for us on Saturday evening for us to return Bryan County's to them. We need to pull the power meters from the poles and concession stand at the ball field to prevent any further damage. FEMA is attempting to obtain a grapple truck for the city to use for cleanup. The Red Cross will be in the city on Friday, October 14 with cleaning supplies, food, and water. Also, United Way should have food resources here within the next few days.

PLANNING AND ZONING / PUBLIC HEARING – 2nd reading and adoption

Changes to Article X – A motion to dispense with the entire reading was made by Karen Lynn, seconded by Johnnie Miller and agreed upon by all. A motion to approve and adopt the changes to Article X as presented was made by Johnnie Miller, seconded by Ernie Hamilton and agreed upon by all.

Changes to fees – A motion to dispense with the entire reading was made by Ernie Hamilton, seconded by Karen Lynn and agreed upon by all. A motion to approve and adopt the changes to fee schedule as presented was made by Karen Lynn, seconded by Johnnie Miller and agreed upon by all.

Accessory Dwelling Units Ordinance Draft - A motion to dispense with the entire reading was made by Johnnie Miller; seconded by Karen Lynn and agreed upon by all. A motion to approve and adopt the changes to the Accessory Dwelling Units Ordinance as presented was made by Karen Lynn, seconded by Ernie Hamilton and agreed upon by all.

Cottage Housing Development Ordinance - A motion to dispense with the entire reading was made by Johnnie Miller, seconded by Karen Lynn and agreed upon by all. A motion to approve and adopt the Cottage Housing Development Ordinance as presented was made by Karen Lynn, seconded by Ernie Hamilton and agreed upon by all.

Dain Reams offered to answer any questions from council, which there were none, and stated that we have several interested parties.

SIDEWALK PROJECT..... Bid proposals on the Payne Road sidewalk project were advertised. Only one bid was submitted by Swindell in the amount of \$26,955.00. A motion was made by Johnnie Miller to accept the bid from Swindell in the amount of \$26,955.00, a second to the motion was made by Karen Lynn and agreed upon by all.

RESOLUTION..... A motion to approve the Mayor and City Clerk to sign a Standard Utility Agreement between the City of Pembroke and the Ga. DOT (see attached) was made by Karen Lynn, seconded by Ernie Hamilton and agreed upon by all. The city will be responsible to pay \$5850.00 leverage toward the manholes.

HOMECOMING PARADE..... An announcement was made that Bryan County High School will have their Homecoming Parade on Thursday, October 20th, 2016 at 4:00 p.m. through downtown Pembroke. The parade route has been approved by Ga. DOT. A motion was made by Ernie Hamilton to assist with the closure of streets during the parade, a second was made by Karen Lynn and agreed upon by all.

DRUG TAKE-BACK DAY..... The city clerk announced that the city will participate in the National Drug Take-Back Day on Saturday, October 22. The take-back location will be at the Pembroke Police Department.

HALLOWEEN – Trick or Treating has been set officially by the City Council as Monday, October 31, 2016 from the hours of 6:00 p.m. – 8:00 p.m. A motion to approve was made by Johnnie Miller, seconded by Karen Lynn and approved by all.

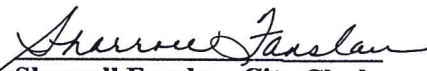
DOWNTOWN DEVELOPMENT AUTHORITY – There will be the annual Spooktacular events on October 28 and October 29. The parking lot will close at 4:00 p.m. on Friday, October 28 until Saturday, October 29 at 12:30 p.m. for the Bar-B-Que Cook-off and Yard Sale. Lanier Street from Railroad to just south of W Industrial Blvd and S Industrial Blvd will be closed (except to Sheriff's vehicles from 3:00 p.m. until midnight on October 29).

AMERICAN LEGION VETERAN'S DAY OBSERVATION – November 11 @ 11:00 at Pembroke Memorial Park. The street will be closed on Railroad St. during the ceremony.

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 Ernest Hamilton, seconded by Karen Lynn and agreed upon by all.

ATTEST:


Sharroll Fanslau, City Clerk


Judy B. Cook, Mayor