

**PEMBROKE CITY COUNCIL MEETING MINUTES**  
**September 15, 2014**

The monthly meeting of the Pembroke City Council was held on Monday September 15, 2014 at 7:00 p.m. in the City Hall Council Chambers with the following members present: Mayor, Mary Warnell; Councilmembers; Ernest Hamilton, Johnnie Miller, Diane Moore, Tiffany Walraven and Kimberly McGhee. Also in attendance: City Clerk, Betty Hill and City Attorney Richard Braun.

**CALL TO ORDER, INVOCATION AND PLEDGE** . . . . . The meeting was called to order by Mayor Warnell; the invocation was given by Deacon, Daniel Moody of Jerusalem Baptist Church; and the pledge to the flag was led by the Bryan County 4-H staff and members, who then let the pledge to the 4-H flag.

**MINUTES** . . . . . A motion was made by Diane Moore to approve the minutes of the August 11, 2014 city council meeting as presented. The motion was seconded by Ernest Hamilton and agreed upon by all.

**PUBLIC COMMENTS** . . . . None presented.

**RESOLUTION – Ms. Altie Moody** . . . . . The Mayor read aloud and formally presented a resolution to Ms. Altie Moody in honor of her 103<sup>rd</sup> birthday. The resolution (see attached) commended Ms. Moody for her exemplary lifestyle and encouraged others to follow her example.

**BRYAN COUNTY 4H – National 4-H Week Proclamation** . . . . . A proclamation (see attached) was read by the Mayor recognizing October 5-11, 2014 as National 4-H Week. The Mayor then presented the proclamation to the new Extension Coordinator, Trish West.

At this time, the Mayor announced to Ms. Altie Moody that on behalf of the Christmas Parade Committee and the Bryan County 4-H that she has been selected as the Grand Marshall of the 31<sup>st</sup> Christmas Parade.

**AMERICAN LEGION Post 164 – Bucket Brigade Request** . . . . . A request was submitted by the American Legion Post 164 requesting permission to hold a Bucket Brigade on October 31, 2014 2:00 p.m. to 5:30 p.m. to raise funds for the Post. A motion was made by Tiffany Walraven, seconded by Diane Moore and agreed upon by all to approve the request as submitted.

At this time, Councilmember Walraven reminded attendees that funds are available, to veterans, to increase handicap accessibility to their homes through Home Depot Grant that the City received.

**PEMBROKE FIRE & WOMEN’S AUXILIARY – Boot Drive** . . . . . A request was submitted by Pembroke Fire Dept. Lt. Joseph Walraven requesting permission to hold a Bucket Brigade on October 4, 2014 from 8:00 to 2:00 to raise money for the Relentless Detroit Foundation. This foundation is a power lifting event that raises money for children diagnosed with life threatening illnesses. A motion was made by Johnnie Miller, seconded by Ernest Hamilton and agreed upon by all to approve the request as submitted.

**BRYAN COUNTY HIGH SCHOOL – Homecoming Parade & Route Permit** . . . . . Tiffany Walraven made a motion to approve the Bryan County High School Homecoming Parade & Permit request, scheduled to be held on October 16, 2014, beginning at 5:30 p.m. Diane Moore seconded the motion that carried unanimously.

**CHRISTMAS PARADE PERMIT & FESTIVAL** . . . . . The Mayor presented a request submitted by the Pembroke Christmas Festival Steering Committee and the Bryan County 4-H Club requesting permission to hold the 31st Annual Christmas Parade & Festivities on December 13, 2014. Diane Moore made a motion to approve the request as submitted. Tiffany Walraven seconded the motion that was agreed upon by all.

**CORRECTIONAL SERVICES AGREEMENT** . . . . . A motion was made by Johnnie Miller to enter into the agreement with Southeast Corrections, LLC to provide correctional services for Municipal Court. The motion was seconded by Ernest Hamilton and agreed upon by all.

**BRYAN COUNTY DRUG FREE COALITION – Fiscal Agent Agreement.** . . . . . BCDFC Program Coordinator, Bill Collins presented a request to the City of Pembroke to accept the responsibility as the fiscal agent for the Drug Free Coalition. A motion was made by Tiffany Walraven and seconded by Kim McGhee to agree to the fiscal agent agreement with the Bryan County Drug Free Coalition. The motion carried unanimously.

**DDA – Street Closure Request.** . . . . . A motion was made by Tiffany Walraven to approve the walk/run route and street closure request for the 3rd Annual Spooktacular 5K-10K and festival on October 25, 2014 as submitted. The motion was seconded by Diane Moore and passed by all.

**DECLARATION OF SURPLUS.** . . . . . The Public Works Department submitted a request to declare two mowers, one Ford Van and a Crown Victoria (see attached) as surplus, sell them on the GovDeals website. A motion was made by Johnnie Miller to declare the items as surplus and sell them on the GovDeals website. The motion was seconded by Ernest Hamilton and unanimously approved.

**HALLOWEEN TRICK OR TREATING** . . . . . Diane Moore made the motion that was seconded by Tiffany Walraven to set the time for city-wide Trick-or-Treating from 6:00 p.m. to 8:00 p.m. on Friday October 31, 2014. The motion carried unanimously.

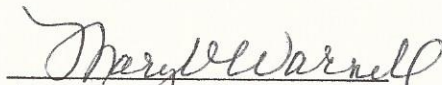
**DEPARTMENT REPORTS** . . . . . City Engineer, Matthew Barrow reported that the USDA Payne Drive project is officially complete; the major construction of the FY12 CDBG project is complete and that the hydrants are functional and need to be flow tested; extension A & B of the CDBG project are complete and clean up and restoration are underway; results of the USGS test well will be in next week to see if we will have a viable source for water.

**COMMITTEE REPORTS** . . . . .

**EXECUTIVE SESSION – Land Acquisition** . . . . . The executive session not held.

**ADJOURNMENT** . . . . . Having no further business to come before the council, the meeting was adjourned by the Mayor.

**ATTEST**  
  
Betty K. Hill, City Clerk

  
Mary V. Warnell, Mayor