

**PEMBROKE CITY COUNCIL
MINUTES
DECEMBER 12, 2022**

The regular meeting of the Pembroke City Council was held on Monday, December 12, 2022, at City Hall with the following members present: Mayor Judy Cook, Mayor Pro-Tem Tiffany Zeigler, Councilmembers Ernest Hamilton, Karen Lynn, Diane Moore, and Johnnie Miller. Also present were City Administrator Toby Harris, Fire Chief Peter Waters, City Attorney Dana Braun, and City Clerk Arlene Hobbs.

CALL TO ORDER, INVOCATION AND PLEDGE... Mayor Cook called the meeting to order at 7:04 pm; City Administrator Toby Harris gave the invocation, followed by the pledge of allegiance to the flag led by our local Bryan County 4-H.

RECOGNITION – Mayor Pro-Tem Tiffany Zeigler welcomed the junior and senior class members of Bryan County 4-H. She congratulated them on their accomplishments for 2022 and thanked them for their service to our community.

MINUTES... A motion was made by Diane Moore and seconded by Karen Lynn to approve the minutes of the November 14, 2022; regular council meeting as presented. The motion carried unanimously.

PUBLIC COMMENTS... There were no public comments.

APPROVALS...

1. **5% increase to 2023 Water & Sewer rates to become effective February 2023** – a motion to approve the increase was made by Johnnie Miller, seconded by Karen Lynn. The motion carried unanimously.
2. **5% increase to 2023 Water & Sewer tap and connection fees effective January 2023** – a motion to approve the increase was made by Diane Moore, seconded by Johnnie Miller. The motion passed unanimously.
3. **Increase to 2023 Fire Fees** – Karen Lynn made a motion to approve the increase as presented, seconded by Diane Moore. The motion carried unanimously.
4. **Increase to 2023 Community Center rental fee to \$250, plus \$75 rental fee for AV equipment** - A motion to approve the rental fees was made by Tiffany Zeigler, seconded by Johnnie Miller. The motion carried unanimously.
5. **2023 Budget as presented** – A motion to table this item was made by Tiffany Zeigler, seconded by Diane Moore. The motion carried unanimously.
6. **First reading of the amendment to Chapter 2 of Title 4 of the Code of Ordinances 4-2-4 Preparation and storage of acceptable waste** – A motion to dispense the reading of the entire document and accepting this as a first reading was made by Karen Lynn and seconded by Ernest Hamilton. The motion carried unanimously.
7. **Additional Surplus items for scrap metal to include one blue EZ Go golf cart and one Exmark ultra-cut 60 mower** – A motion to approve the items for surplus was made by Tiffany Zeigler and seconded by Ernest Hamilton. The motion carried unanimously.

- 8. Using SPLOST funds to complete the Fire Training Center** – approximately \$285,000 – A motion was made to approve the use of SPLOST funds for the Fire Training Center in the amount of \$285,000 was made by Diane Moore, seconded by Johnnie Miller. The motion carried unanimously.

PLANNING & ZONING...

PUBLIC HEARINGS and APPROVALS...

- 1. Rezoning of 231 Parcels from AR-1 to R-1** – City Attorney Braun suggested that all parcels be rezoned except those that are larger than 5 acres. Steve Scholar will advertise. A motion to continue to the January meeting was made by Karen Lynn, seconded by Diane Moore. The motion passed unanimously.
- 2. Lot width variance for 3 lots at 500 Main Street, parcel 07 21 001, for RJ Reynolds Construction Company** – A motion to approve was made by Tiffany Zeigler, seconded by Karen Lynn. The motion passed unanimously.
- 3. Variance of front setback for 75 Strickland Street, parcel 06 07 001, for Russell Lee** – A motion to approve was made by Diane Moore, seconded by Johnnie Miller. The motion passed unanimously.
- 4. Rezoning of .91-acre parcel from A-5 to R-1, parcel 011 022 01, for Ben Jones** – A motion to approve was made by Tiffany Zeigler, seconded by Ernest Hamilton. The motion passed unanimously.
- 5. Site plan approval for 96 garden apartments on Rogers Road, parcel 0121 063, for Harron Lee** – A motion to approve was made by Diane Moore, seconded by Tiffany Zeigler. The motion passed unanimously.

DEPARTMENT REPORTS...

Fire – Chief Waters reported on Police Chief Collins, that he is recovering nicely from his recent surgery. He also reported on the current downtown street closings and detours due to a filming project. It will span over a 24-hour period. All departments are working with the filming crew.

Administrator – Mr. Harris reported that the Christmas market and parade had a phenomenal turn out and complimented on a job well done by all departments involved. Working to get the 2023 budget finalized. Excited to get started on the new fire training center.

COMMITTEE REPORTS...Nothing to report.

ADJOURNMENT...There being nothing further to discuss a motion to adjourn was made by Karen Lynn, seconded by Ernest Hamilton. The motion carried unanimously.

ATTEST:



Arlene Hobbs, City Clerk

Judy B. Cook, Mayor