

# PEMBROKE CITY COUNCIL

## MEETING MINUTES

July 13, 2020

The monthly meeting of the Pembroke City Council was held on Monday, July 13, 2020 at 7:00 p.m. with the following members present: Mayor Judy B. Cook; Councilmembers Ernest Hamilton, Karen Lynn, and Johnnie Miller. Diane Moore and Tiffany Walraven attended via Zoom. City Administrator Alex Floyd, City Attorney Dana Braun, and City Clerk Sharroll Fanslau were also present.

**CALL TO ORDER . . .** The meeting was called to order by Mayor Cook.

**INVOCATION . . .** The invocation was given by Johnnie Miller.

**PLEDGE OF ALLEGIANCE . . .** The Pledge of Allegiance was given by Jeremiah Walraven.

**ADOPTION OF MINUTES . . .** June 8, 2020 council meeting. A motion to approve the June 8, 2020 minutes as presented was made by Karen Lynn; seconded by Ernest Hamilton and agreed upon by all.

### **AMEND AGENDA FOR PLANNING AND ZONING**

**PUBLIC COMMENTS . . .** none

### **REQUEST FOR BUCKET BRIGADE -**

BCHS Band Boosters – August 15<sup>th</sup> from 9am until 4 pm with a rain date of August 22<sup>nd</sup> – A motion to approve was made by Karen Lynn; seconded by Ernest Hamilton and agreed upon by all.

Bryan County Cheerleaders – July 25<sup>th</sup> from 9am until 4pm – A motion to approve was made by Karen Lynn; seconded by Johnnie Miller and agreed upon by all.

Bryan County Football Team – September 5<sup>th</sup> from 9am until 4pm – A motion to approve was made by Karen Lynn; seconded by Ernest Hamilton and agreed upon by all.

### **PLANNING AND ZONING –**

“0” Judith Street Extension: JLW Investments LLC – request street frontage variance on four proposed lots. Charlotte Bacon announced that the Planning & Zoning Board unanimously recommends denial of request. A motion was made by Johnnie Miller to approve the variance stating the city needs more housing; seconded by Karen Lynn and agreed upon by all.

During a sidebar, the Mayor requested a map of existing lots, square footages and frontages. Researched QPublic on both sides of the city.

“0” T. Fields (formerly Maple) Street – request for Mobile Home placement. A motion to approve was made by Karen Lynn; seconded by Tiffany Walraven and agreed upon by all.

A request for a Home Occupation was made for C & C Cleaning at 167 Harn Street. A motion to approve was made by Karen Lynn, seconded by Johnnie Miller and agreed upon by all.

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**APPROVAL OF ISSUANCE** – RFQ for new City Hall – A motion to approve the RFQ as presented was made by Johnnie Miller; seconded by Ernest Hamilton and agreed upon by all.

**CHIP 2020 GRANT – APPROVAL AND ADOPTION** - The grant was presented by Alex Floyd. A motion to approve and adopt as presented was made by Johnnie Miller; seconded by Karen Lynn and agreed upon by all. The location will be DuBois Square.

**RESOLUTIONS – CHIP GRANT**

A motion to accept eligibility requirements as presented was made by Karen Lynn; seconded by Tiffany Walraven and agreed upon by all.

A motion to adopt the Policy & Procedures as presented was made by Karen Lynn; seconded by Diane Moore and agreed upon by all.

A motion to adopt the Prohibition as presented was made by Johnnie Miller; seconded by Karen Lynn and agreed upon by all.

**HOME DEVELOPMENT RESOURCES, INC. – RECOMMEND AND APPROVE AS GRANT WRITER** – A motion to approve was made by Johnnie Miller; seconded by Karen Lynn and agreed upon by all.

**1<sup>ST</sup> BUDGET MEETING FOR 2021 BUDGET – 6:00 PM JULY 27**

Budget meetings will follow on the 4<sup>th</sup> Monday of the month (August 24, September 28) The next meeting will include a financial report with the budget, a wish list from department heads, and salary recommendations.

**DEPARTMENT REPORTS**

**Police** – Chief Collins reported that there has been an upswing in covid cases and recommends we keep a policy in place. McElveen- stolen vehicle; Bacontown vehicle took off, Harvey and Wayne 301 Claxton; Tappenton damage to police vehicle.

**Alex** - Recognize Lawquina Gilliard for working so hard on the cut-off list getting us down to 6.7%.

**Renee** – ½ page joint ad in Ga Trend Magazine; United Way school supply giveaway on August 11.

**Facemask Policy** – in effect (see attached)

**Johnnie Miller** asked Chief Collins to explain choke hold. Policy is being revised to remove choke hold and knee hold. Using Richmond Hill PD example.

**Johnnie Miller** commented that the NAACP Forum went over very well and very well received.

**Written** reports given by Water Dept., Street Dept., Mechanic Shop, and Downtown Development Authority.

**COMMITTEE REPORTS** - none

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**EXECUTIVE SESSION** (if needed) – Discussion, Personnel, Litigation, Real Estate

A motion to enter into Executive Session for the purpose of discussing real estate and personnel was made by Karen Lynn; seconded by Ernest Hamilton and agreed upon by all.

A motion to exit Executive Session and return to regular session was made by Karen Lynn; seconded by Ernest Hamilton and agreed upon by all.

**ADJOURNMENT** - Having no further business to come before the City Council, a motion to adjourn the meeting was made by Karen Lynn, seconded by Johnnie Miller and agreed upon by all.

**ATTEST:**

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**Sharroll Fanslau, City Clerk**

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**Judy B. Cook, Mayor**