

**PEMBROKE CITY COUNCIL  
MINUTES  
JANUARY 9, 2023**

The regular meeting of the Pembroke City Council was held on Monday, January 9, 2023, 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 6:58 pm; Councilmember Johnnie Miller gave the invocation, followed by the pledge of allegiance to the flag.

**MINUTES...** A motion was made by Karen Lynn and seconded by Ernest Hamilton to approve the minutes of the December 12, 2022; regular council meeting as presented. The motion carried unanimously.

**PUBLIC COMMENTS...**

1. Ella Moore of 32 Clara Street had comments about the drainage issues of Clara and Lucious Streets. The City Clerk will work with Ms. Moore to obtain additional data.
2. Harley Doerfler of 80 McFadden Drive had comments about the lack of a dog park within the city limits of Pembroke and the possibility of making this a project for 2023.

**RESOLUTION...** Mayor Pro-Tem Tiffany Zeigler presented a resolution recognizing Mr. Jimmy T. Cook as a former long-time Fire Chief for the City of Pembroke to name Fire Station One as the Chief Jimmy T. Cook Building. The motion was seconded by Diane Moore. The motion carried unanimously.

**APPOINTMENTS...**

1. **City Attorney – Dana Braun** – Tiffany Zeigler made a motion to appoint Dana Braun as the City Attorney for FY 2023. The motion was seconded by Johnnie Miller. The motion carried unanimously.
2. **City Clerk – Arlene Hobbs** – Diane Moore made a motion to appoint Arlene Hobbs as the City Clerk for FY 2023. The motion was seconded by Karen Lynn. The motion carried unanimously.
3. **Chief of Police – William Collins** – Karen Lynn made a motion to appoint William Collins as the Chief of Police for FY 2023. The motion was seconded by Ernest Hamilton. The motion carried unanimously.

**APPROVALS...**

1. **Designation of Depositories 2023 – First Bank of Coastal Georgia and Ameris Bank** - a motion to approve was made by Tiffany Zeigler, seconded by Karen Lynn. The motion carried unanimously.
2. **Mayor’s FY 2023 Committee Appointments** – a motion to approve was made by Diane Moore, seconded by Karen Lynn. The motion passed unanimously.

3. **Approval of City of Pembroke Employee Salaries as presented in the 2023 Budget** – Tiffany Zeigler made a motion to approve, seconded by Diane Moore. The motion carried unanimously.
4. **Second 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 the second reading was made by Karen Lynn and seconded by Diane Moore. The motion carried unanimously.
5. **Increase in monthly solid waste residential cart rate from \$13.00 to \$15.50 and commercial cart rate from \$16.00 to \$18.00 due to increase in contract with AllGreen Services effective February 1, 2023** – A motion to approve the increase was made by Tiffany Zeigler and seconded by Johnnie Miller. The motion carried unanimously.
6. **Set Qualify Fees for November 2023 election – Mayor = \$216.00, Council = \$144** – A motion to approve the qualifying fees was made by Diane Moore, seconded by Johnnie Miller. The motion passed unanimously.

## **PLANNING & ZONING...**

### **APPROVALS...**

1. **Rezoning of 231 Parcels from AR-1 to R-1** – A motion to approve the rezoning was made by Karen Lynn, seconded by Ernest Hamilton. The motion passed unanimously.

## **DEPARTMENT REPORTS...**

**Fire** – Chief Waters reported that moving the training center is in progress. He also reported that a total of 874 calls were responded to in 2022.

**Administrator** – Mr. Harris reported on the new contract with SAFEbuilt to provide building inspections, plan reviews and code enforcement services. Upon approval the city will then be able to terminate the building inspection IGA with Bryan County. A motion was made by Tiffany Zeigler to accept the contract with SAFEbuilt upon approval of the City Attorney, and to terminate the building inspection IGA with Bryan County. The motion was seconded by Diane Moore. The motion was passed unanimously.

**City Clerk** – Arlene reported that the 2023 budget has been input in the accounting software, and the FY 2022 has been rolled over into 2023.

**COMMITTEE REPORTS...**Nothing to report.

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

**ATTEST:**



**Arlene Hobbs, City Clerk**

**Judy B. Cook, Mayor**