

**PEMBROKE CITY COUNCIL
MINUTES
MARCH 11, 2024**

The regular meeting of the Pembroke City Council was held on Monday, March 11, 2024, at City Hall with the following members present: Mayor Tiffany Zeigler, Mayor Pro-Tem Johnnie Miller, Councilmembers Diane Moore, Sharon Lewis, Ernest Hamilton, and Ed Bacon. Also, present were City Administrator Chris Benson, City Attorney Dana Braun, and City Clerk Arlene Hobbs.

CALL TO ORDER, INVOCATION AND PLEDGE... Mayor Zeigler called the meeting to order at 7:00 pm; Pastor Dan Bryant Grace Methodist Church gave the invocation. The pledge of allegiance to the flag was led by Mayor Pro-Tem Miller.

MINUTES... A motion was made by Diane Moore and seconded by Ernest Hamilton to approve the minutes of the February 12, 2024; regular council meeting as presented. The motion carried unanimously.

PUBLIC COMMENTS... There was one public comment.

1. Harley Doerfler of 80 McFadden thanked spoke to the council about the importance of our parks and keeping them maintained. He also thanked the council for their hard work.

APPROVAL OF MEETING AGENDA... A motion to approve the meeting agenda was made by Johnnie Miller, seconded by Diane Moore. The motion carried unanimously.

CONSENT AGENDA... A motion to approve the consent agenda was made by Diane Moore, seconded by Ernest Hamilton. The motion carried unanimously.

1. **Reappointment of Public Safety Director William Collins to Bryan County LVAP Board.**
2. **Approval to reschedule the Pembroke Fire Department and Team Fear Fighters yard sale and touch a truck event in the city parking lot on Saturday, April 6, 2024, from 8am to 2pm to benefit the Lymphoma and Leukemia Society.**
3. **Appointment of Don Poythress to the DDA Board.**

PUBLIC HEARINGS... none.

ORDINANCE READING... A motion to dispense with the reading of the Ordinance to follow was made by Johnnie Miller, seconded by Ed Bacon. The motion passed unanimously.

1. **First Reading of an ordinance to amend Sections 5-2-2, 5-2-3, and 5-2-12 of Chapter 2 of Title V of the Pembroke Code of Ordinances, and Sections 5-3-21 and 5-2-23(a) of Chapter 3 of Title V of the Pembroke Code of Ordinances as related to water and sewer cost recovery.**

ACTION AGENDA

- 1. Approval to allocate \$1,000,000.00 in SPLOST Funds for the renovation of the TOS Theatre.** A motion to approve was made by Diane Moore, seconded by Johnnie Miller. The motion carried unanimously.
- 2. Appointment of Pamela Gunter, Bryan County Tax Commissioner, as City of Pembroke Tax Collector, and approval of contract with Bryan County Tax Commissioner for fiscal year 2024.** A motion to approve was made by Johnnie Miller, seconded by Diane Moore. The motion carried unanimously.

DEPARTMENT REPORTS...

Police – Chief Collins reported on a software issue the department was experiencing that has now been resolved. He also reported on his research into an upcoming ammunition purchase. He then introduced his new officers, Kayla Mannon and Menis Schultz.

Fire – Chief Waters reported on the current hydrant flushing project and issues with brown water. Mayor Tiffany Zeigler suggested a product called Iron Out if any community members experience issues with laundry.

DDA – Fernanda reported on the grand opening of the city's newest business, The Flower Shop. She also announced the easter egg hunt scheduled for Saturday, March 30, 2024, to be held at DuBois Park.

City Administrator – Chris Benson informed the council that an offer had been extended and accepted for the Community Development position. The new hire will begin in May 2024. Steve Scholar has agreed to provide support until such time.

City Clerk – Arlene Hobbs reported on software training with I3Verticals with the Municipal and Assistant Municipal Court Clerks.

COMMITTEE REPORTS...nothing to report.

EXECUTIVE SESSION...For the purposed of discussing personnel, real estate, and/or litigation as allowed by O.C.G.A., Title 50, Chapter 14 – A motion to enter executive session was made by Diane Moore, seconded by Johnnie Miller. The motion passed unanimously.

At 7:28pm a motion to close executive session was made by Johnnie Miller, seconded by Diane Moore. The motion passed unanimously.

ADJOURNMENT... There being nothing further to discuss, a motion to adjourn the meeting was made by Diane Moore, seconded by Sharon Lewis. The motion passed unanimously.

ATTEST:



Arlene Hobbs, City Clerk

Tiffany M. Zeigler, Mayor