

**PEMBROKE CITY COUNCIL
CALLED MEETING MINUTES
November 19, 2020**

A called meeting of the Pembroke City Council was held on Thursday, November 19, 2020 at 5:00 p.m. with the following members present: Mayor Judy B. Cook; Councilmembers Ernest Hamilton, Karen Lynn, Diane Moore and Tiffany Walraven. City Administrator Alex Floyd, Deputy City Clerk Arlene Hobbs, and City Attorney Dana Braun were also present. Councilmember Johnnie Miller was not in attendance.

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

INVOCATION . . . The invocation was given by Alex Floyd.

PLEDGE OF ALLEGIANCE . . . The Pledge of Allegiance was led by local girl scout Brooklyn Hingston.

PUBLIC COMMENT. . . Brooklyn Hingston presented the city with a Flag Retirement Collection Container as part of her Girl Scout project. She repurposed a used newspaper stand donated to her by Bryan County News. Members of the community now have a place to drop off their “retired” flags for proper disposal. John Duggar of American Legion Post 164 recognized Brooklyn for her efforts by presenting her with an American Legion Commander’s coin.

CONTRACT WITH LAVENDER & ASSOCIATES . . . A motion to approve the signing of contract with Lavender & Associates for construction of the new city hall was made by Tiffany Walraven, 2nd by Karen Lynn and agreed upon by all.

MULTI-VISTA CONSTRUCTION DOCUMENTATION SERVICES . . . Alex Floyd presented a contract for Multi-Vista to document the construction process of the new city hall. Multi-Vista will visit the site twice a week and take pictures to document the project as it is being built. They will also document the renovation of the current city hall into the public safety complex. Dana Braun commented that he had a positive experience with this company in the past. Cost of contract will be \$4168.00. A motion to approve the signing of contract with Multi-Vista for construction documentation was made by Tiffany Walraven, 2nd by Diane Moore and agreed upon by all.

GEORGIA ENVIRONMENTAL FINANCE AUTHORITY LOAN DOCUMENTS . . .
Alex Floyd reported this was currently still in process.

PLANNING & ZONING . . . Alex Floyd presented a map and layout for the Hudson property at 66 S Poplar. Ms. Hudson wishes to replace her current manufactured home with a new manufactured home. However, the new home is 64 ft wide which is 6 ft longer than her current home. She is aware of the new brick underpinning that will be necessary to bring the new home up to current ordinance. A motion to approve the new manufactured home at 66 S Poplar Street with the brick underpinning was made by Karen Lynn, 2nd by Tiffany Walraven, and agreed upon by all.

DEPARTMENT REPORTS

Street . . . Alex Floyd reported that the street department would like to remove the cyclone fencing around the old ball field at the intersection of Ash Branch and Hwy 119 and salvage it as scrap metal. A motion to approve the removal of fencing was made by Tiffany Walraven, 2nd by Karen Lynn, and agreed upon by all.

Fire . . . Chief Waters wishes to apply for a grant for 20 new radios. He would like to contract with Vickers Consulting to write the grant. The cost would be \$900.00. If we do not qualify, the city would not have to pay the \$900 fee. A motion to approve obtaining Vickers Consulting to write the radio grant was made by Diane Moore, 2nd by Tiffany Walraven, and agreed upon by all.

COMMITTEE REPORTS

Recreation . . . Alex Floyd reported that the city had been approached by Bryan County Recreation Department requesting use of the Mikell Foxworth Gym until the end of December for 12 & under basketball. They will meet twice per week, on Tuesday and Thursday, from 6 – 8 pm. Staff from Hendrix Park will conduct the games/practices. Timeline of 4 -5 weeks, or until the end of December. Hendrix Park staff will clean at the end of each meeting. A motion to approve Bryan County Recreation usage of the Mikell Foxworth Gym was made by Tiffany Walraven, 2nd by Karen Lynn and agreed upon by all.

Other Business . . . City Attorney Dana Braun reported on the GMA loan for the new city hall construction and renovation of current city hall. He presented 4 different lender quotes. After discussion of each option, it was decided that we would proceed with BBT/Truist. This option will offer a 1.92% interest rate over 10 years. A motion to proceed with the BBT/Truist loan for the new city hall and current city hall renovation was made by Tiffany Walraven, 2nd by Diane Moore and agreed upon by all.

Camellia Row . . . Tiffany Walraven reported that 3 of the homes on Camellia were set for closing on November 30th. She also reported that they expected to have a contract on the 4th home by the end of next week.

Executive Session . . . Not needed.

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ADJOURNMENT . . . Having no further business to come before the City Council, a motion to adjourn the meeting was made by Tiffany Walraven, 2nd by Ernest Hamilton, and agreed upon by all.

ATTEST:



Arlene Hobbs, Deputy City Clerk



Judy B. Cook, Mayor