**PEMBROKE CITY COUNCIL**

**MINUTES**

**JUNE 12, 2023**

The regular meeting of the Pembroke City Council was held on Monday, June 12, 2023, at City Hall with the following members present: Mayor Judy Cook, Mayor Pro-Tem Tiffany Zeigler, Councilmembers Ernest Hamilton, Karen Lynn, and Johnnie Miller. Also present were City Administrator Chris Benson, City Attorney Dana Braun, Deputy City Clerk Lawquina Gilliard, and Steve Scholar for Planning and Zoning. City Clerk Arlene Hobbs and Councilmember Diane Moore were unable to attend.

**CALL TO ORDER, INVOCATION AND PLEDGE…**Mayor Cook called the meeting to order at 7:00 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 Tiffany Zeigler to approve the minutes of the May 8, 2023; regular council meeting as presented. The motion carried unanimously.

**PUBLIC COMMENTS…**Marcus Sack with M.E. Sack Engineering presented the council with an update on our water and sewer projects, including the LAS expansion and mechanical plant.

**ANNOUNCEMENT…**

Wendy Sims with Bryan County Family Connection announced that DECAL (Georgia Department of Early Care and Learning) will be kicking off their summer lunch initiative here in Pembroke at Sawmill Landing, one of our two major summer lunch sites. The event will be held on Tuesday, June 27th from 10am to 12:30pm.

**RESOLUTION…**

A resolution to adopt the Pembroke 2018 – 2028 Comprehensive Plan Update was read by Tiffany Zeigler. A motion to approve was made by Tiffany Zeigler, seconded by Karen Lynn. The motion carried unanimously.

**SECOND READINGS…**

1. **Ordinance to amend Chapter 4 of Title 6 of the Zoning Code of Ordinances, Section 9-3 due to House Bill 1405 which amended zoning procedures law** – A motion to dispense with the reading of the entire document was made by Tiffany Zeigler, seconded by Johnnie Miller. The motion carried unanimously.
2. **Ordinance to amend Chapter 4 of Title 6 of the Zoning Code of Ordinances, Section 9-3, Subsection (1) due to House Bill 1405 which amended zoning procedures law** – A motion to dispense with the reading of the entire document was made by Johnnie Miller, seconded by Ernest Hamilton. The motion carried unanimously.
3. **Ordinance to amend Chapter 4 of Title 6 of the Zoning Code of Ordinances, Section 7-6, due to House Bill 916 which amended zoning procedure law** – A motion to dispense with the reading of the entire document was made by Karen Lynn, seconded by Tiffany Zeigler. The motion carried unanimously.

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**APPROVALS…**

1. **Reappointment of Steven Asplund as the non-public representative to the Coastal Regional Commission Council for the 2023-2023 term -** a motion to approve was made by Johnnie Miller, seconded by Ernest Hamilton. The motion carried unanimously.
2. **Bryan County High School Softball Bucket Brigade on July 15, 2023, from 8am to 12pm –** a motion approve was made by Karen Lynn, seconded by Tiffany Zeigler. The motion carried unanimously.
3. **Bryan County Middle School Softball Bucket Brigade on August 5, 2023, from 8am to 12pm –** a motion to approve was made by Johnnie Miller, seconded by Ernest Hamilton. The motion carried unanimously.
4. **Alcohol Beverage License for Taco Depot located at 11 W Railroad Street –** a motion to approve was made by Johnnie Miller, seconded by Karen Lynn. The motion carried unanimously.
5. **Bryan County Superior Court / Commission lease agreement for community center pending legal approval –** A motion to approve was made by Tiffany Zeigler, seconded by Karen Lynn. The motion carried unanimously.

**PLANNING & ZONING…**

**Public Hearings**

1. **Application for an 18-foot lot width variance on a proposed 18-lot subdivision on Ennis and Owens Roads. Property is zoned R-1, residential. Parcels include 0151-018,0151-019, 0151-020, 0151-021, 0151-022, 0151-023, 0151-024, and 0151-025 –** there were no public comments.
2. **Application to request a rezoning of parcel 012-003 from R-1 residential to B-3 village commercial located on N. Main Street. The use will be a climate-controlled self-storage facility –** Sarah McCoy spoke on behalf of developer Alex Long. Brent Conley, a resident located near the parcel spoke in opposition to the project.

**Approvals**

1. **Consideration and recommendation from Wilson Pickett for an 18-foot lot width variance for four parcels on Ennis Road and four parcels on Owens Road. Those eight parcels would be combined and subdivided into 18 lots with a width of 82 feet. The property is zoned R-1, residential. The parcels are 0151-018,0151-019, 0151-020, 0151-021, 0151-022, 0151-023, 0151-024, and 0151-025 –** a motion to approve was made by Johnnie Miller, seconded by Ernest Hamilton. The motion passed unanimously.
2. **Consideration and recommendation of request from Alex Long to rezone parcel 012-003 from R-1, residential, to B-3, village commercial. This applicant wishes to build a climate-controlled self-storage facility. –** after discussion regarding the differences between B-2 general commercial and B-3 village commercial, the applicant has withdrawn the request and will reapply to rezone the parcel to B-2 general commercial.

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1. **Consideration and recommendation of request from O-Reilly’s Auto Parts for a site plan. The property is 2.58 acres, parcel 012-009, located on W. Bacon Street east of**

**Storehouse Salvage. This is for the site plan only –** a motion to approve was made by Karen Lynn, seconded by Johnnie Miller. The motion passed unanimously.

**DEPARTMENT REPORTS…**

**Police –** Chris Benson reported on the chief’s attendance at a homeless workshop with other municipalities to discuss local codes and resolutions to address the homeless population.

**City Clerk –** The Deputy Clerk reported that the clerk’s office has worked on the 2023 CDBG application which has been submitted. Continuing to work on the bank reconciliations and the 2022 audit, as well as the implementation of fillable forms for our city website.

**City Administrator –** Chris Benson reported on the Tos Theatre board recommendation of 5 more board members, filling the president, vice president and secretary positions. They ae getting close to closing out the Fox theatre grant and working towards raising money to assist with the renovation. He also reported that the bid opening for demolition of the old school buildings is scheduled for June 26th.

**DDA –** Chris Benson reported that the new director, Fernanda Hauser, began work on May 24th. She has been attending committee meetings, training, researching grant opportunities and working on a beautification project for the downtown area.

**COMMITTEE REPORTS**…none

**EXECUTIVE SESSION – For the purpose of discussing personnel, land acquisition, and/or litigation as allowed by O.C.G.A., Title 50, Chapter 14 –** a motion to enter into executive session was made by Tiffany Zeigler, seconded by Karen Lynn. The motion carried unanimously. After discussion, a motion to adjourn the executive session was made by Johnnie Miller, seconded by Karen Lynn. The motion carried unanimously.

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

**ATTEST:**

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**Arlene Hobbs, City Clerk Judy B. Cook, Mayor**