

**PEMBROKE CITY COUNCIL
MINUTES
NOVEMBER 18, 2024**

The regular meeting of the Pembroke City Council was held on Monday, November 18, 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, City Clerk Arlene Hobbs, and City Engineer Marcus Sack.

CALL TO ORDER, INVOCATION AND PLEDGE... Mayor Zeigler called the meeting to order at 7:02 pm. Pastor Terrance Martin of Restoration Faith Deliverance Ministry offered the invocation. The pledge of allegiance to the flag was led by Mayor Pro-Tem Johnnie Miller.

MINUTES... A motion was made by Diane Moore and seconded by Johnnie Miller to approve the minutes of the October 14, 2024; regular council meeting as presented. The motion carried unanimously. A motion was made by Johnnie Miller and seconded by Sharon Lewis to approve the minutes of the October 22, 2024; called meeting as presented. The motion carried unanimously.

PUBLIC COMMENTS – Ms. Ella Moore of 32 Clara Street spoke about the drainage issues in her area.

AMENDMENT OF MEETING AGENDA... A motion to amend the meeting agenda to include items J3 and J4 was made by Diane Moore, seconded by Johnnie Miller. The motion carried unanimously.

APPROVAL OF MEETING AGENDA... A motion to approve the meeting agenda Johnnie Miller, seconded by Sharon Lewis. The motion carried unanimously.

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

1. **Film Permit Application – request permission to implement a new film permit application for future requests to film in and around the city.**
2. **Website Update with Appetgy – approval of service agreement and authorization for City Administrator to execute the agreement in the amount of \$10,700.00.**
3. **Approval to transfer two vehicles from the PD to the FD for training purposes, Dodge Charger VIN 348741, and Dodge Charger VIN 348742.**

PUBLIC HEARINGS

1. **Applicant, Jimmy Hinson, is requesting a Conditional Use Permit for a Ready-Mix Concrete Plant on E Industrial Blvd, Parcel 016 027 01.**
 - A. Chris Benson, City Administrator, presented the request and gave an overview of the project. Staff recommended with the condition of a fifty foot buffer. The planning commission recommended approval.
 - B. Michael Smith of Curb and Gutter Pros spoke on behalf of the owner, Jimmy Hinson. He shared the company's plans for the industrial property.

- C. Ken Copi of Wildwood Church Road inquired about the timing of the business, what route they would travel and how many trucks would be coming and going.
- D. Mark Sauer, who owns the property next to this proposed plant spoke in favor of the project.
- E. Michael Smith of Curb and Gutter Pros addressed Mr. Copi's questions saying it is difficult at this time to project just how many trucks will be going in and out. Certainly, in the beginning it will only be a few and future activities will be based on customer need. The issue of the 50 ft buffer was not discussed with the commission, but he asks that the buffer only be required on the east and south borders of the property and the west and north ends are already next to industrial zoned properties.

ORDINANCE READINGS

Motion to dispense with the reading of the Ordinance to follow. A motion to dispense with the reading of the ordinance was made by Johnnie Miller and seconded by Ernest Hamilton. The motion carried unanimously.

Second Readings

1. **Second Reading and Approval of an Ordinance Adopting and Enacting a new code for the City of Pembroke, Georgia providing for the repeal of certain ordinances not included therein, providing a penalty for the violation thereof, providing for the manner of amending such code, and providing when such code and this ordinance shall become effective.** A motion to approve was made by Diane Moore and seconded by Johnnie Miller. The motion carried unanimously.

ACTION AGENDA

1. **Approval of a Conditional Use Permit for a Ready-Mix Concrete Plant on E. Industrial Blvd, Parcel 016 027 01.** A motion to approve with the condition of a required 50-foot buffer on the east and south sides of the property was made by Johnnie Miller, seconded by Diane Moore. The motion carried unanimously.
2. **Consideration of proposal from EOM for operations and maintenance of Streets and Water/Sewer departments for FY 2025.** A motion to consider the proposal from EOM was made by Diane Moore, seconded by Ernest Hamilton. The motion carried unanimously. A motion to include fleet management in this consideration was made by Diane Moore, seconded by Ed Bacon.
3. **Approval of a Proposal for Coverage from GMA-GIRMA Georgia First Responder PTSD Program effective January 1, 2025, as mandated by House Bill 451.** A motion to approve was made by Johnnie Miller and seconded by Ernest Hamilton. The motion carried unanimously.
4. **Approval to authorize City Administrator to execute a contract with Altamaha Building Systems, Inc. in the amount of \$526,115 for construction of City Maintenance Building.** A motion to table this project for further consideration was made by Ed Bacon and seconded by Ernest Hamilton. The motion passed, but with Johnnie Miller opposed.

DEPARTMENT REPORTS...

Police – Chief Collins reported on a new vehicle in their fleet. He also reported that the city was given thirty-four car and body cameras, only two years old, from the Garden City PD. Municipal Court will be held in November (Nov 19) but will not have a court in December per the judge's request. The mayor commended the department and our officers for the time spent with our community's youth.

Fire – Chief Waters reported his department responded to seventy-four calls in October. On November 8th, our crew was deployed to assist Evans County with flood rescues.

City Administrator – Chris reported on hurricane debris collections, an estimated nine thousand cubic yards so far. A punch list is being developed to track the activity. He also reported on the National League of Cities conference attended by himself and the mayor. The workshops and joint sessions offered excellent information on shared issues such as housing, and an affirmation that Pembroke is headed in the right direction to address growth.

DDA – Fernanda reported that the Christmas market registration was officially closed. Our first Walking Tour will kick off this Saturday, November 23rd. She reminded everyone about the "Coffee & Conversation" and "Let's Discuss" events on November 25th.

Street – Dalton reported again on the debris pick-up efforts. He also thanked our fire department, DDA, and Brenda Tyson with the PD for their efforts to assist in our annual Christmas decorations.

Planning and Zoning – nothing to report.

City Attorney – reported on the recorded deeds conveying the Old Ballfield, Dingle School, and CHIP Properties to the DDA.

City Clerk – nothing to report.

City Engineer – Marcus Sack presented the council with a written report on our latest projects. He reported that the Service Line Pipe Inventory had been completed with all lines confirmed as being non-lead. He also reported that our request for additional groundwater withdrawal to meet future demand has been permitted with EPD approval.

COMMITTEE REPORTS – nothing to report.

EXECUTIVE SESSION... none.

ADJOURNMENT... There being nothing further to discuss, at 7:40pm a motion to adjourn the meeting was made by Ernest Hamilton, seconded by Diane Moore. The motion passed unanimously.

RECONVENE...at 7:44pm Mayor Zeigler asked to reconvene the meeting. City Administrator Benson requested to move the December council meeting from December 9th to December 16th due to a scheduling conflict. A motion to move the December council meeting to December 16, 2024, was made by Diane Moore, seconded by Ed Bacon. The motion passed unanimously.

ADJOURNMENT...There being nothing further to discuss, at 8:00pm a motion to adjourn the meeting was made by Johnnie Miller, seconded by Ernest Hamilton. The motion carried unanimously.

ATTEST:



Arlene Hobbs, City Clerk



Tiffany M. Zeigler, Mayor