



Council

Joe DeVito  
*Mayor*

Jerry Ashmore  
*Mayor Pro Tempore*

Mary Beth Heyward  
Darryl Owens  
Kevin Phillips

Van Willis  
*Town Manager*

T. Alan Beach  
*Chief of Police*

Jeffrey S. Coppinger  
*Operations*

Linda Bridges  
*Planning*

**Minutes  
Council Workshop  
Yvonne C. Butler Council Chambers, 700 Paris Avenue**

**June 3, 2020**

**Members Present:** Mayor Joe DeVito, Council Members Jerry Ashmore, Mary Beth Heyward, Darryl Owens and Kevin Phillips

**Staff Present:** Town Manager Van Willis, Town Planner Linda Bridges, and Municipal Clerk Brooke Plank-Buccola

**I. CALL TO ORDER**

Mayor DeVito called the Council Workshop to order at 6:30 PM.

**II. COUNCIL BRIEFING**

The suggestions made by the Port Royal Town Council for the scope of work at the Fort Frederick Landing was well received and approved by the County Council. The National Park Service also supported the notion of just a fishing pier and kayak landing at the site.

The rope and bollards have been installed at the Sands Beach. Overall, it has been well received. Town is still waiting for the permit to grade the entry road.

The County has awarded the engineering contract for the Spanish Moss Trail Crossing. Work will begin in the new fiscal year. The Department of Defense has a grant for quality of life improvements. This grant could go towards joining the Naval Heritage Park with the Spanish Moss Trail and improving the intersection of Ribaut Rd and Pinckney Blvd.

Next week, all of staff will be in office, but the door will remain closed to the public. Staff will continue to answer the door and maintain social distancing. We will continue to monitor what other municipalities are doing. The primary election will be held here at

the Town Hall on June 9<sup>th</sup>. The building will be closed the following day until noon for sanitizing.

Nothing new to report on Baynard Cove.

The Toole traffic study results will be explained during a public presentation to be scheduled once the Town Hall is open to the public.

The CBDG sewer grant will require a monetary match of \$413,000 by the Town. Mr. Willis has contacted BJWSA to see if they could partner on the grant submittal with the Town.

The redevelopment commission asked Mr. Shawn Hill with SK Signs and Design to create videos advertising local businesses. These videos have been broadcast over social media.

Porter's Chapel is nearing completion. Mr. Willis has met with Mr. Scott Teodorski (superintendent of the Reconstruction Park) about the building and help with staffing. This is a great opportunity for the Town to partner with the National Park Service. The gazebo will be enhanced to serve as an outdoor classroom.

The docks have recently had a significant amount of shrimp come through and have even added a couple new boats. This upcoming fiscal year, the Town will have the shrimp docks as its own enterprise, making oversight easier. Funds that were allocated for renovation of the dock may not be available any longer due to the budget impacts from COVID.

The wetlands project will begin after nesting season. The water at the wetlands has a reddish alga recently found on the surface. This will be discussed with the company that has been contracted to handle this project.

The CTC has changed their policy on the distribution of funding due to the decline in available funds. Priority will be for County-owned roads. Council Member Ashmore asked if the District 4 CTC seat was now open. Mr. Willis stated to his knowledge it is and that County Council Member Howard would be open to suggestions. The open position will be advertised on the County website, and applications can be found there. Council would like to schedule a joint meeting with the City of Beaufort to discuss this further. Bluffton and Beaufort are both considering the vehicle tag fee to help with road improvements.

The Town would like to formally recognize Mr. Bob Bender with a proclamation for all of his environmental work. Council will present it to him prior to next week's council meeting at his home.

The abandonment of the Old Shell Road right of way is still being worked on with the Department of Navy.

The Town had one small drainage project on Fort Frederick Circle that was completed. Some of the trees in the Village have been uprooting sidewalks, causing drainage issues now. Staff will have an arborist evaluate these trees and see if relocating them is an option.

The number of speeding vehicles in Port Royal has been increasing. Mr. Willis suggested considering speed tables to reduce the speed and/or more stop signs.

The new aerator has been ordered for the duck blinds pond.

The closing has occurred for the lot behind the Shed.

### **III. REVIEW AGENDA FOR THE JUNE 10, 2020 COUNCIL MEETING**

Mr. Michael Brock presented council with a power point presentation regarding his ordinance request for campgrounds to be allowed in the Town. This is referred to on the agenda as ordinance 2020-10. Please find presentation attached. Spots would be rented by the night with a max stay of between 28 to 30 days. The average cost would be roughly \$80 per night. They would pay the 6% property tax.

Mr. Bo Hodges and Ms. Liz Mitchell explained to council their ordinance request to retrofit hurricane frames to the billboards within the Town of Port Royal to make them hurricane/storm safe. This does not allow the addition of anymore billboards in the Town or change any dimension to the existing billboards. This ordinance is to create a structure that is safe for the community during hurricanes/inclement weather.

Pastor Taylor Burgess and Mr. Tim Rentz are requesting a rezoning for property located on Hamerick Drive to build a particular size building for Cross Community Church. They are under contract to close mid-July on this property, contingent upon being rezoned. The proposed square footage for the church to build is 16,000 for phase 1 and 25,000 for phase 2.

Council decided that they would like to interview applicants at the council workshop prior to appointing volunteers to open commission seats during the council meeting.

### **IV. IMPORTANT DATES AND INFORMATION:**

**A. Wednesday, June 10, 2020, 6:30PM Public Hearing**

**B. Wednesday, June 10, 2020, Immediately following the Public Hearing will be the Regular Council Meeting**

The Town Hall will be closed for the primary election which will be held on Tuesday, June 9<sup>th</sup>. The following day, the building will be sanitized/cleaned and open at noon the following day.

Council Workshop Minutes  
06/03/2020

**V. ADJOURNMENT**

Meeting adjourned at 8:28 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brooke Plank-Buccola". The signature is fluid and cursive, with the first name "Brooke" being the most prominent.

Brooke Plank-Buccola  
Municipal Clerk

THE TOWN OF PORT ROYAL DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY IN THE ADMISSION TO, ACCESS TO, OR OPERATIONS OF PROGRAMS, SERVICES, OR ACTIVITIES. QUALIFIED INDIVIDUALS WHO NEED ACCESSIBLE COMMUNICATION AIDS AND SERVICES OR OTHER ACCOMMODATIONS TO PARTICIPATE IN PROGRAMS AND ACTIVITIES ARE INVITED TO MAKE YOUR NEEDS AND PREFERENCES KNOWN TO THE 504/ADA COORDINATOR. IF AT ALL POSSIBLE, PLEASE GIVE US AT LEAST A THREE TO FIVE DAY ADVANCE NOTICE SO WE CAN ADEQUATELY MEET YOUR NEEDS. 504/ADA REQUEST – 986-2245