



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**

October 07, 2020

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

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Alan Beach, Fire Chief Reece Bertholf and Municipal Clerk Brooke Plank-Buccola

As per Ordinance 2020-15. "Members of the public may submit written public comments to the Town Clerk bplank-buccola@portroyal.org no later than one hour prior to any regular meeting, which shall be distributed to the members of the Governing Body at such meeting."

I. CALL TO ORDER

Mayor DeVito called the council workshop to order at 6:56 PM.

II. COUNCIL BRIEFING

Mr. Willis has emailed council the scope of work for the 11th Street stormwater issue. Michael Murphy has evaluated the trees in the village and has suggested sidewalk shaving as a potential remedy.

The Town is evaluating mowing the town-owned property on 8th Street. Due to the Townhome foundations remaining, it will need to be cut by hand. This would be an easier process if the port property fence came down. Staff is talking to property owners. The Madrid Pond will be receiving a new movable aerator which should help with the smell coming from the pond. The wasp issue has been taken care of.

Council has been provided a copy of the landscape rfp. Mr. Willis asked that if they have any input to let him know.

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Next week, Council will be formalizing the match for the streetscape project with CDBG. The Town should know more around Thanksgiving about the project.

An architect has created two designs for the shrimp facility. The first design is 1000 sq ft, and the other is 1900 sq ft. Feedback was given to the architect who will update the rendering.

The new construction on Baynard Cove has provoked numerous emails from the neighboring homeowners. At this point, the project has been following all codes and standards. Town staff will continue to monitor this project.

Friday is the deadline for this round of the Port Royal Pride Program applications. The redevelopment commission is moving forward with finalizing the entry signs for the Town.

The initial cost for the preliminary traffic engineering and survey work has been received. Staff is reassessing the project. Mr. Maglione and Mr. Coppinger are confirming where the stop signs/lines will go on Old Shell Road.

The Cypress Wetlands boardwalks have been roped off to visitors due to impending work. Space has been cleared out for the equipment, and the water will begin to get drawn down. The Friends of the Cypress Wetlands has created educational videos about the wetlands that can be found on the Town's Facebook page.

The traffic study will be presented by Toole during the November workshop.

The exterior work has been completed on Porter's Chapel. Council has decided to hold off the grand opening until after the new year.

Federal legislative delegates will be assisting the Town with the movement of the Naval hospital fence. The Mayor has met with the new Commanding Officer of the hospital and filled him in about the ongoing discussions about the relocation of their fence for a sidewalk.

Mayor DeVito and Mr. Willis attended the South Carolina Military Task Force meeting. At the end of the meeting, the potential closure of Parris Island was briefly discussed. Parris Island has a few years to comply with the new integration plan stipulated by the National Defense Bill.

Shrimp boats are offloading at the shrimp docks. It is still unknown about the approval of the DNR grant to remove the dilapidated boats.

Mr. Willis recently received an email from the county on the use of the tag fees and has distributed it to Council. Council can discuss it next week once they get a review the email.

Timelines are being discussed about a potential local option sales tax. This is in a discussion period only and just to be kept on everyone's radar.

Short term rental accommodations have been a bit confusing since the VRBO, Expedia, etc. began distributing the local accommodations tax to municipalities. There is no way of accounting that the Town is receiving all tax money due. Staff has reached out to the Municipal Association for assistance.

Ms. Linda Bridges informed Council that there will be a virtual meeting to discuss the comprehensive plan on October 13th at 6pm. Anyone wanting to attend must sign up ahead of time.

The police department will present to Council next week about the traffic grant that they have received.

III. DISCUSSION:

A. Parks within the Town

More requests are being received at the Town Hall for use of the parks. There is concern about social distancing being adhered to. Park users should be held to the CDC guidelines. Council never closed the parks, but when the Town Hall begins to take reservations again, guidelines should be handed out.

Mr. Willis received a message inquiring about Trick or Treating. Trunk or treat is canceled for this year. There are no regulations on Halloween. It is based on the discretion of the homeowners and parents of kids going trick or treating. Safety should be kept in mind.

IV. REVIEW AGENDA FOR THE OCTOBER 14, 2020 COUNCIL MEETING

Emergency ordinances will consist of the continuing of electronic meetings and re-establishing the face mask ordinance.

First readings will include ordinance 2020-27 an annexation and ordinance 2020-28 the zoning for the property being annexed in. Ordinance 2020-29 is an ordinance on the Town's fee schedule. A scrivener's error was found back in 2015. This error will be corrected in this ordinance, and in the meantime, department heads are reviewing and verifying that all fees are correct.

V. IMPORTANT DATES AND INFORMATION:

A. Wednesday, October 14, 2020, 6:30PM Regular Council Meeting

VI. ADJOURNMENT

Meeting adjourned at 7:58 PM.

Respectfully submitted,



Brooke Plank-Buccola
Municipal Clerk

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