

Town of Port Royal, South Carolina

Council

Samuel E. Murray
Mayor

Vernon DeLoach
Mayor Pro Tempore

Mary Beth Heyward
Tom Klein
Joe Lee



Van Willis
Town Manager

James L. Cadien
Chief of Police

Jeffrey S. Coppinger
Daniel G. Lemieux
Operations

Linda Bridges
Planning

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

April 4, 2012

Members Present: Mayor Sam Murray and Councilmembers Vernon DeLoach, Mary Beth Heyward, Tom Klein and Joe Lee

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges, Interim Police Chief Alan Beach and Municipal Clerk Tanya Payne

I. CALL TO ORDER:

Mayor Murray called the Workshop to order at 6:30 pm and welcomed those present.

II. REVIEW AGENDA FOR THE April 11, 2012 COUNCIL MEETING:

Town Manager Willis said the insurance adjusters were evaluating the condition of the damaged fire truck and would be deciding whether it should be repaired or totaled. He explained he and Councilmember Heyward had met with City of Beaufort staff members for preliminary discussion on the fire service contract. Mr. Willis explained he had concerns about a couple issues but was checking into them. He also said they would be evaluating the fleet for its best possible efficiency.

Town Manager Willis said he had received word from Beaufort County Traffic Engineer Colin Kinton, stating that resurfacing Ribaut Road was on the list of projects to be completed. He told Council an encroachment permit application had been submitted to maintain the landscaping beds at the foot of the new bridge. Mr. Willis explained he had met with BJWSA on the sewer extension project and explained they had worked out details for a pump station, design and construction management for the project. He told Council the plaque for the Cypress Wetlands was ready for the May opening, final proofs for signage at the park were ready, the wash-over issue had been taken care of and the contractors are waiting for asphalt to complete the project. Mr. Willis said the park is already being used.

Town Manager Willis told Council port property buyers were in the forty-five day window to closing the sale. He said an inventory of properties on Paris Avenue with owner information was being compiled, the Police Department may be able to purchase the requested cameras or vehicles in the current budget year, he was working on an estimate for yard debris pickup using the knuckle boom truck and also the garbage service was being looked at, business license fees were coming in as expected, building permits were up and he was looking at a two percent cost of living increase for employees. Mr. Willis said increases in state retirement and insurance would absorb the two percent COLA increase. Council decided to hold the first Budget Workshop before the Council Workshop on May 2nd. Mr. Willis said he was still working on the management contract with 303 Associates for the Shed, the waterline issue on Ft. Frederick was taken care of, work will begin soon on second phase for street lights replacement and a grant request to replace playground equipment at Casa Blanca Park had been approved by Beaufort County Community.

Town Manager Willis told Council there would be a presentation to update them on the newly proposed Bridges Charter School at next week's meeting. He read Ordinance 2012-2 by title and explained it would extend the date for the port PUD until July 9th. Mr. Willis also said Ordinance 2012-3 would extend the date of the port development agreement until July 9th. He explained that Resolutions 1-2012 and 2-2012 would adopt the required Fair Housing policy and Non discrimination (ADA) policy as was required in order for the Town to receive funds through the CDBG system.

Town Manager Willis read first reading Ordinance 2012-4 by title and explained it would extend the development agreement with Lytleton Partners for property located on Lemon Island. He reviewed changes made to the development agreement which would lower the number of residences allowed from two hundred fifty units to one hundred twenty-five units. Mr. Willis said the agreement also would include new environmental standards which were now required by the Town.

Town Manager Willis reviewed the list of appointments needed for Town committees.

III. IMPORTANT DATES AND INFORMATION:

- A. Thursday, April 5, 2012, 5:30 pm – Design Review Board Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- B. Wednesday, April 11, 2012, 6:30 pm - Council Meeting, Yvonne Butler Council Chambers, 700 Paris Avenue**

Town Manager Willis reviewed the list of important information and dates.

Councilmember Lee said some residents from the Town would like to present a gift certificate to Senior Aid Silas Green for his dedication and hard work to the Town.

He said Mr. Green was a good ambassador for the Town. He also said some extension cords might be needed for the new light poles for use with the exhibits at the festivals and also that the farmer's market would be extending its hours beginning on Saturday. Mr. Lee also stated the dedication of the Union Church would be on April 27th.

Councilmember Heyward told those present the Relay for Life would be on April 27th at Beaufort Middle School.

IV. ADJOURNMENT:

Councilmember Lee moved to adjourn the workshop and Councilmember Heyward seconded the motion.

The workshop adjourned at 7:10 pm.

Respectfully submitted,


Tanya L. Payne
Municipal Clerk

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, notification of the Workshop was posted on the Town bulletin board two weeks before the workshop. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours before the meeting.

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