

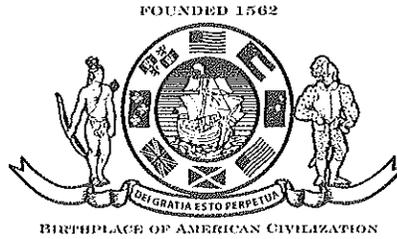
Town of Port Royal, South Carolina

Council

Samuel E. Murray
Mayor

Vernon DeLoach
Mayor Pro Tempore

Mary Beth Heyward
Tom Klein
Joe Lee



Van Willis
Town Manager

James L. Cadlen
Chief of Police

Jeffrey S. Coppinger
Daniel G. Lemieux
Operations

Linda Bridges
Planning

Minutes Public Hearing Yvonne C. Butler Council Chambers, 700 Paris Avenue

August 1, 2012

- Members Present:** Mayor Sam Murray and Councilmembers Vernon DeLoach, Joe Lee and Tom Klein
- Members Absent:** Councilmember Mary Beth Heyward (out of Town)
- Staff Present:** Town Manager Van Willis, Interim Police Chief Alan Beach and Municipal Clerk Tanya Payne

I. CALL TO ORDER:

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

II. PURPOSE:

- A. **Ordinance 2012- 12. An ordinance annexing to the Town of Port Royal approximately 2.64 acres of real estate located in Beaufort County described as Beaufort County Tax District 100, Map 31b, Parcels 327, and 340 located at 100, 102 and 104 Savannah Highway and 7036 LH Nelson Drive**

Town Manager Willis read Ordinance 2012-12 by title and showed the property on the map. He explained the property was located within the Town's Future Land Use Boundary and was contiguous to the Town. Mr. Willis reviewed Ordinance 2012-13 which would zone the property as General Residential with the Shell Point Neighborhood Overlay. He said the Metro Planning Commission had unanimously recommended both the annexation and GR zoning with the Shell Point Overlay.

- B. Ordinance 2012-13. An ordinance to zone approximately 2.64 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 31b, Parcels 327, and 340 as General Residential (GR) with the Shell Point Neighborhood Overlay District**

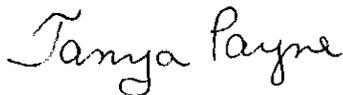
III. COMMENTS:

There were no further comments.

IV. ADJOURNMENT:

The hearing adjourned at 6:35 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 public hearing was posted in the local newspaper and on the town bulletin board fifteen days prior to the hearing. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours before the hearing.

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 COORDINATOR: DANIEL LEMIEUX, 986-2237

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

August 1, 2012

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

Members Absent: Councilmember Mary Beth Heyward (out of Town)

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

I. CALL TO ORDER:

Mayor Murray called the workshop to order at 6:35 pm.

II. REVIEW AGENDA FOR THE AUGUST 8, 2012 COUNCIL MEETING:

Town Manager Willis told Council he had met with SCDOT and BJWSA to discuss sewer on Ribaut Road. He said there was a sewer master plan for the entire town including the port property. Mr. Willis said BJWSA would be replacing some old valve boxes and disposing of abandoned services along the corridor before construction began in early October. He said he had walked the area with SCDOT officials and they had looked at damaged curbs and sidewalks which needed to be repaired. Work would also be done at the West Paris intersection to make it more pedestrian friendly. Mr. Willis explained the project had been extended to Reynolds Ave in the City of Beaufort.

Town Manager Willis told Council the Town would be participating in a weekly television program with the WHHI station in Hilton Head. He said Councilmember Lee had filmed the first two and one-half minute segment and that anyone was welcome to participate. Mr. Willis said the Military Enhancement Committee was requesting twenty thousand dollars in funding to address the upcoming round of base closures and sequestration. He discussed the proposed Metropolitan Planning Organization for urbanized areas and said it made sense to participate. Mr. Willis said Council would be discussing fire

services in Executive Session at next week's meeting. He said Council would need to appoint members to a committee that would review the town's newly prepared Form Based Code. He discussed TIF spending saying a remedy for the display signs at the Wetlands had been identified, the sewer master plan for the Ribaut Road is nearing completion, and there is the possibility of a group "Friends of the Cypress Wetlands" forming that would insure the proper maintenance and care of the wetlands. Mr. Willis said there was nothing new to report on the port, shopping was underway for playground equipment for the Casablanca Park and work had begun on the rear building at "The Shed". He said he is also looking at acoustics in the main building and landscaping for the exterior.

Town Manager Willis reviewed Ordinances 2012-12 and 2012-13 which had been discussed at the preceding Public Hearing. He said both were in compliance with the Town's Future Land Use Map and Growth Map and both had received recommendation from the Metro Planning Commission. Mr. Willis told Council the sidewalk request covered by Ordinance 2012-14 was in compliance with the Town's Sidewalk Policy. He said a resolution endorsing the Metropolitan Planning Organization would be on the agenda and appointments were needed for the DRB, the Redevelopment Commission. Mr. Willis said he was in the process of getting a survey and cost estimate of in-town roads in need of paving.

Councilmember DeLoach had questions concerning fees for vehicles which are towed at the request of the Town's Police Department.

Chief Beach said he was looking at an ordinance to set guidelines for towing.

Christina Wetzel expressed concerns about certain paraphernalia observed at the sands and boat landing while walking in the mornings. She also stated that loud noises late at night were disturbing residents on London Avenue as cars leave the Sands area. Ms. Wetzel suggested that maybe a gate in that area would help with the problem.

III. IMPORTANT DATES AND INFORMATION:

A. Wednesday, August 8, 2012, 6:30 pm - Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue

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

IV. ADJOURNMENT:

Councilmember Klein moved to adjourn the workshop. Councilmember Lee seconded the motion.

The meeting adjourned at 7:17 pm.

Council Workshop
August 1, 2012

Respectfully submitted.



Tanya L. Payne
Municipal Clerk

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Minutes Regular Council Meeting Yvonne C. Butler Council Chambers, 700 Paris Avenue

August 8, 2012

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

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

I. PLEDGE OF ALLEGIANCE:

Mayor Murray opened the meeting at 6:30 pm and led the Pledge of Allegiance.

II. INVOCATION:

Councilmember DeLoach offered the invocation.

III. APPROVAL OF MINUTES:

- A. Minutes from the Special Council Meeting of July 3, 2012
- B. Minutes from the Public Hearing of July 11, 2012
- C. Minutes from the Regular Council Meeting of July 11, 2012

Councilmember Heyward moved to adopt the minutes from the Special Council Meeting of July 3, 2012, the Public Hearing of July 11, 2012 and the Regular Council Meeting of July 11, 2012. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

IV. AMENDMENTS TO THE AGENDA

V. COUNCIL BRIEFING:

Town Manager Willis told Council Interim Police Chief Alan Beach had been doing a good job since he became interim chief in February. He said he had been screening Mr. Beach and that he had done well on preparing the Police Department's budget, was working well with the department's personnel and was working well with the public. Mr. Willis told Council he was appointing Mr. Beach as Police Chief for the Town of Port Royal.

New Police Chief Beach thanked Council for the opportunity to serve in this new capacity and said he was looking forward to working with them and the department's excellent staff.

Jayson Gardner representing the Chamber of Commerce told Council members of the Military Enhancement Committee along with Chamber President Blakely Williams had made a trip to Washington DC and met with dignitaries concerning the possible sequestration process and how it would affect Beaufort County and its three military bases. Mr. Gardner said the group had also met with a representative from Lockheed Martin concerning the F-35B jets which were expected to come to Beaufort in the near future. When asked by Mayor Murray if other municipalities had made financial commitments to the MEC Mr. Gardner said the Town Of Hilton Head had committed twenty thousand dollars.

Councilmember Lee introduced Port Royal resident and SLED investigator Dan Russell.

VI. PUBLIC COMMENTS:

At this time, the Mayor will recognize members of the audience who have submitted speaker forms to address the Council on agenda items. Each speaker will be limited to two minutes

There were no comments at this time.

VII. SECOND READINGS:

- A. Ordinance 2012- 12. An ordinance annexing to the Town of Port Royal approximately 2.64 acres of real estate located in Beaufort County described as Beaufort County Tax District 100, Map 31b, Parcels 327, and 340 located at 100, 102 and 104 Savannah Highway and 7036 LH Nelson Drive**

Town Manger Willis read Ordinance 2012-12 by title and showed the property on the map. He said the property is located within the Town's growth boundary. Mr. Willis read Ordinance 2012-13 by title and explained the proposed zoning for the property is General Residential with the Shell Point Overlay

District. He said the Metro Planning had unanimously recommended both the annexation and proposed zoning.

Councilmember Heyward moved to adopt Ordinance 2012-12 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

- B. Ordinance 2012-13. An ordinance to zone approximately 2.64 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 31b, Parcels 327, and 340 as General Residential (GR) with the Shell Point Neighborhood Overlay District**

Councilmember Heyward moved to adopt Ordinance 2012-13 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

- C. Ordinance 2012-14. An ordinance to authorize the Town Manager to convey excess real property to facilitate construction of sidewalks within the Town described as Beaufort County Tax District 110, Map 11, Parcel 70 (approximately 79 ft. on 8th Street and 100 ft. on London Avenue)**

Town Manger Willis read Ordinance 2012-13 by title and showed the property on the map. He told Council the property meets the requirements of the Town's Sidewalk Policy.

Councilmember Heyward moved to adopt Ordinance 2012-13 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

VIII. RESOLUTION:

- A. Resolution 5-2012. A resolution of endorsement of a Metropolitan Planning Organization**

Town Manger Willis read Resolution 5-2012 by title and explained the purpose and boundaries of the organization. He recommended endorsement of the Metropolitan Planning Organization.

Councilmember DeLoach moved to adopt Resolution 5-2012 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

IX. FOR COUNCIL'S ACTION:

A. Appointments:

1. Extended Design Review Board – reappoint one

Councilmember Lee moved to reappoint Tom Paterson to the Extended Design Review Board and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

2. Redevelopment Commission – reappoint one

Councilmember Heyward moved to reappoint Matthew Brady to the Redevelopment Commission and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

3. Zoning Board of Adjustments and Appeals – reappoint two

Councilmember Lee moved to reappoint Darryl Owens and Juanita Finley to the Zoning Board of Adjustments and Appeals and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

4. Form Based Code Committee – appoint five

Councilmember Lee moved to appoint Lee Helena, John Ellerbe, Jim Crower, Judy Alling, Reed Armstrong and Mary Klein to the Form Based Code Committee. Councilmember Heyward seconded the motion.

Mayor Murray and Councilmembers DeLoach, Heyward and Lee voted yes.

Councilmember Klein recused himself due to a conflict of interest.

The motion carried.

B. Approve bid to paint Skate Park

Town Manager Willis explained four bids had been received for painting the Skate Park. He recommended Neilson Construction who was the lowest bidder for the amount of \$47,800. Mr. Willis said other bids were as high as \$65,000.

Councilmember Lee moved to award the contract to paint the Skate Park to Neilson Construction and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

X. IMPORTANT INFORMATION AND DATES:

- A. **Saturday, August 11, 2012, 6:00 pm – StreetMusic on Paris Avenue featuring Gas House Gorillas, Paris Avenue at 10th Street**
- B. **Monday, August 20, 2012, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- C. **Saturday, August 24, 2012, 6:00 pm – StreetMusic on Paris Avenue featuring Zac Harmon, Paris Avenue at 10th Street**
- D. **Monday, September 3, 2012 – Town Hall, Public Works and the Administrative Offices of the Police Department will be closed in observance of Labor Day**
- E. **Wednesday, September 5, 2012, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- F. **Wednesday, September 5, 2012, Immediately following the scheduled Public Hearing – Council Workshop, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- G. **Thursday, September 6, 2012, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- H. **Saturday, September 8, 2012, 6:00 pm – StreetMusic on Paris Avenue featuring Savannah Jazz Orchestra Members play Ella, Sinatra and more, Paris Avenue at 10th Street**
- I. **Wednesday, September 12, 2012, 6:30 pm - Regular Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- J. **Monday, September 17, 2012, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- K. **Saturday, September 22, 2012, 6:00 pm – StreetMusic on Paris Avenue featuring The Kruger Brothers, Paris Avenue at 10th Street**

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

XI. PUBLIC COMMENTS:

At this time, the Mayor will recognize members of the audience who have submitted speaker forms to address the Council on non-agenda items. Each speaker will be limited to two minutes.

There were no comments.

XII. EXECUTIVE SESSION:

- A. **Discussion on fire service contract**

Councilmember Heyward moved to adjourn to Executive Session to discuss the fire service contract. Councilmember Klein seconded the motion.

Council adjourned to Executive Session at 7:00 pm.

Council reconvened the meeting at 7:45.

No action was taken.

XIII. ADJOURNMENT:

Councilmember Heyward moved to adjourn the meeting.

The meeting adjourned at 7:45 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 meeting was posted on the bulletin board two weeks in advance of the meeting. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours prior to the meeting.

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