

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

August 4, 2010

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

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Jim Cadien, Fire Chief Sammy Negron 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 2010-9. An ordinance amending Ordinance 93-8 under “Leasing/Renting of Non-Residential Buildings” of the Code of Ordinances of the Town of Port Royal, South Carolina**

Town Manager Willis read Ordinance 2010-9 by title and explained a loophole was discovered in the business license ordinance which allows those renting or leasing out commercial properties and making less than twelve thousand dollars per year to operate without a license. He said this ordinance would remove the loophole and require anyone who rents or leases non-residential properties in the town to purchase a business license.

III. COMMENTS:

There were no comments.

IV. ADJOURNMENT:

There being no further comment, the workshop adjourned at 6:37 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 meeting. A copy of the agenda was given to the local news media and posted at the meeting location twenty-five hours in advance of the meeting.

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

August 4, 2010

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

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Jim Cadien, Fire Chief Sammy Negrón and Municipal Clerk Tanya Payne

Mayor Murray opened the meeting at 6:38 pm and explained the Executive Session had been moved to next week's agenda and said there was no need for a special meeting. Therefore, Council proceeded to the workshop.

I. PLEDGE OF ALLEGIANCE

II. INVOCATION

III. EXECUTIVE SESSION:

A. Discussion of litigation of Burton Fire District law suite

IV. REVIEW AGENDA FOR THE AUGUST 11, 2010 COUNCIL MEETING:

Town Manager Willis briefed Council on the following issues:

- Stormwater drainage underway on 8th Street, 10th Street and Madrid Avenue, Duckblinds Pond and Cypress Wetlands
- TIF spending moving forward with mast arm signals for Lady's Island Drive and Ribaut Road under construction
- Port property vote by Budget and Control Board delayed until September meeting

- Landscaping, fence, sidewalk and plantings will be installed at the end of Columbia Avenue
- Waiting to plant beds in front of school until street lights are installed
- Light audit being conducted by SCE&G and Planning Administrator Bridges
- Northern Regional Plan, still working on Form Based Code; funded Phase 1 only, will determine later whether Phases 2 and 3 will be beneficial to the Town
- Metro Planning Commission approved by City of Beaufort and the Town; now in subcommittee at county level
- Still finalizing year end financials, will schedule audit to be completed by end of calendar year
- Legal issues, Delta Beaufort Partnership lawsuit dismissed
- Town awarded grant for Ft. Frederick Sewer Project
- Visitor Center and walking tour map, possibility of locating visitor center at the Estuarium location
- Working with state official to update 11th Street Church submittal for designation on Federal Register
- Recycling of yard debris, considering processing yard debris through LCR; working to compare cost
- Public Works, working with ATM engineer to develop a work-order to provide better performance of that department
- Code Enforcement, looking for more systematic approach with comprehensive coverage of the town

Town Manager Willis told Council Ordinances 2010-7 and 8 had been removed from the agenda. He reviewed Ordinance 2010-9 which would close a loophole in the Business License ordinance that excludes landlords of non-residential buildings making less than twelve thousand dollars per year from purchasing a business license.

Town Manager Willis told Council reappointments were needed to the Redevelopment Commission and the Zoning Board of Adjustments and Appeals. He reviewed the list of important information and dates. Mr. Willis told Council he had received a letter from the Department of Transportation which stated the re-designation of Highway 21 through Port Royal would not take place until certain requests have been fulfilled and local agreement to the change has been reached.

Councilmember DeLoach expressed concerns about golf carts riding on the Cypress Wetlands boardwalks. He suggested that signs be posted to keep motorized vehicles off the boardwalks.

John Ellerbe told Council the Walking Tour maps were almost completed and that the ad sales were very good. He credited Daria Paterson with the good sales.

V. IMPORTANT DATES AND INFORMATION:

- A. Thursday, August 5, 2010, 5:30 pm – Design Review Board, Town Hall, 700 Paris Avenue**
- B. Monday, August 9, 2010, 5:30 pm - Joint Municipal Planning Commission, 1901 Boundary Street, Beaufort, Municipal Court Building**
- C. Wednesday, August 11, 2010, 6:30 pm - Council Meeting, Yvonne Butler Council Chambers, 700 Paris Avenue**

VI. ADJOURNMENT:

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

The workshop adjourned at 7:06 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 prior to the meeting.

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

August 11, 2010

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

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

I. PLEDGE OF ALLEGIANCE:

Mayor Murray called the meeting to order at 6:30 pm and led the Pledge of Allegiance.

II. INVOCATION:

Councilmember DeLoach offered the invocation.

III. EXECUTIVE SESSION:

A. Discussion of litigation of Burton Fire District lawsuit

Councilmember Heyward moved to adjourn to Executive Session to discuss litigation of the Burton Fire District lawsuit. Councilmember Robinson seconded the motion.

Council adjourned to Executive Session at 6:35 pm.

Council returned from Executive Session at 6:42 pm.

IV. APPROVAL OF MINUTES:

- A. Minutes from the Council Workshop of July 7, 2010**
- B. Minutes from the Regular Council Meeting of July 14, 2010**

Councilmember Heyward moved to adopt the minutes from the Council Workshop of July 7, 2010 and the Regular Council Meeting of July 14, 2010. Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

V. AMENDMENTS TO THE AGENDA:

There were no amendments to the agenda.

VI. COUNCIL BRIEFING:

Town Manager Willis told Council he was working with the City of Beaufort to conduct a Business License Audit. He explained twenty to twenty-five businesses would be audited this year using a random selection process to choose the businesses. Mr. Willis explained the company performing the audits would also carry out the random selection. He also discussed drainage, paving, signal lights at the Shell Point intersection of Highways 802 and 280, the shrimp docks and cleaning the Duckblinds pond. Mr. Willis said Town staff was answering lots of questions in preparation of the Fort Frederick sewer project work for which the Town had received a grant.

VII. 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.

VIII. SECOND READINGS:

A. Ordinance 2010-9. An ordinance amending Ordinance 93-8 under "Leasing/Renting of Non-Residential Buildings" of the Code of Ordinances of the Town of Port Royal, South Carolina

Town Manager Willis read Ordinance 2010-9 by title and explained it would close a loophole in the Business License Ordinance which allowed commercial property owners to rent or lease buildings without a license if their income was less than twelve thousand dollars per year. He said the change would remove the limit and require all commercial landlords to purchase a business license.

Councilmember Robinson moved to adopt Ordinance 2010-9 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

IX. FOR COUNCIL'S ACTION:

A. Appointments:

- 1. Redevelopment Commission – reappoint Jason Ward and Matthew Brady**

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

The motion carried by unanimous vote.

- 2. Zoning Board of Adjustments and Appeals – reappoint Joslynn McLaughlin**

Councilmember Lee moved to reappoint Joslynn McLaughlin to the Zoning Board of Adjustments and Appeals and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

X. IMPORTANT INFORMATION AND DATES:

- A. Saturday, August 14, 2010, 6:00 pm - Street Music on Paris Avenue, *Vic Varner and Friends*, Between 9th and 10th Streets**
- B. Monday, August 16, 200, 6:00 pm – Joint Council Meeting with the City of Beaufort, Keyserling Cancer Center Board Room, 1680 Ribaut Road**
- C. Saturday, August 28, 2010, 6:00 pm – Street Music on Paris Avenue featuring *Dwayne Dopsie & the Zydeco Hellraisers*, between 9th and 10th Streets**
- D. Wednesday, September 1, 2010, 6:30 pm - Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- E. Wednesday, September 1, 2010, 6:30 pm - immediately following the scheduled Public Hearing, Council Workshop, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- F. Thursday, September 2, 2010, 5:30 pm – Design Review Board, Town Hall, 700 Paris Avenue**
- G. Monday, September 6, 2010, Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of Labor Day**
- H. Wednesday, September 8, 2010, 6:30 pm – Regular Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- I. Saturday, September 11, 2010, 6:30 pm, - Street Music on Paris Avenue featuring *Davina & the Vagabonds* between 9th and 10th Streets**

- J. Monday, September 13, 2010, 5:30 pm – Joint Municipal Planning Commission, 1901 Boundary Street, Beaufort, Municipal Court Building**
- K. Saturday, September 25, 2010, 6:30 pm – Street Music on Paris Avenue featuring *Stacy Mitchhart Band* between 9th and 10th Streets**

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

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.

Sammie Smalls thanked Council and Town staff for the way they handled a situation where an elderly and ill Town citizen was facing having her electricity turned off within sixty days. He said the Town acted quickly and efficiently in getting the situation resolved.

XII. ADJOURNMENT:

Councilmember Heyward moved to adjourn the meeting and Councilmember Robinson seconded the motion.

The meeting adjourned at 7:03 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 Town bulletin board two weeks before the meeting date. 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.