

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

December 8, 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, Police Lt. 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 2010-13. An ordinance amending Chapter 22, Zoning and Chapter 15.5, Overlay Districts of the Code of Ordinances of the Town of Port Royal, South Carolina pertaining to automobile service stations and gas stations**

Mayor Murray read ordinance 2010- by title.

Town Manager Willis explained the ordinance would set standards for service stations and gas stations in the Shell Point Overlay District, the Robert Smalls Corridor and Parris Island Gateway areas of the Town. He said there were currently no guidelines for the development of these types of businesses.

III. COMMENTS:

There were no comments.

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IV. ADJOURNMENT:

There being no further comment, the Public Hearing adjourned at 6:32 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 to the meeting was posted in the local newspaper and on the town bulletin board fifteen days before 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.

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

December 8, 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, Police Lt. Alan Beach and Municipal Clerk Tanya Payne

I. PLEDGE OF ALLEGIANCE:

Mayor Murray called the meeting to order at 6:34 pm and led the Pledge of Allegiance.

II. INVOCATION:

Councilmember Robinson offered the invocation.

III. APPROVAL OF MINUTES:

- A. Minutes from the Public Hearing of November 3, 2010**
- B. Minutes from the Council Workshop of November 3, 2010**
- C. Minutes from the Regular Council Meeting of November 10, 2010**

Councilmember Heyward moved to adopt the minutes from the Public Hearing of November 3, 2010, the Council Workshop of November 3, 2010 and the Regular Council Meeting of November 10, 2010. Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

IV. AMENDMENTS TO THE AGENDA:

There were no amendments to the agenda.

V. COUNCIL BRIEFING:

Town Manager Willis briefed Council concerning drainage work being done throughout the Town. He explained once approval was received from OCRM, a small section of pipe would be replaced at 16th Street and then the repaving would begin. He also said BJWSA would be replacing a four inch line. Mr. Willis told Council water was flowing from the wetlands and that engineers were working on the vertical elements of the project which included an amphitheatre. He said Councilmember Lee had contacted the local Audubon Society and they would be listing the many different species found at the wetlands. Also to be completed was signage for the area. Mr. Willis said the RFP for the vertical elements and pathways would be going out soon. He further briefed Council concerning the resurfacing of Ribaut Road, replacing palms along Ribaut Road, updating the website and TIF funds disbursement

Mr. Willis told Council the Union Church on 11th Street was approved for placement on the National Historic Register. He said there was discussion to relocate the Mossy Oaks Fire Station, nothing new on the port property and the Town's financials were looking good.

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.

Jo Shirley, Port Royal Elementary School Principal, thanked Council for allowing the school children to be a part of the Christmas Tree Lighting Ceremony on December 1st. She told Council the school would be one hundred years in 2011 and said they were working toward a celebration event.

Tom Klein, Historic Port Royal Foundation member explained the school building was the fourth oldest in the state and the second or third in continuous as a school.

Tom Klein expressed opposition to the proposed vending ordinance. He had concerns about litter control, safety issues, environmental impact and blocking the vistas. Mr. Klein asked how many vendors would be allowed at a time.

VII. AUDIT REVIEW:

A. Fiscal Year 2009-2010 Audit results – Doug Crowley, CPA

Doug Crowley gave a presentation on the 2009-2010 audit results and said he found no irregularities or problems for the year. He said the Town's assets exceeded the liabilities by 7.8 million dollars and the fund balance of 10.8 million dollars included an increase of 122 thousand dollars. Mr. Crowley said long term debt decreased by 571 thousand dollars and there was no new debt.

Councilmember DeLoach asked questions about funds received from BJWSA for sale of the water department and wanted to know if they were relying on these funds to pay the long term debt.

Lisa Wechsler, PA explained some of the amount owed was TIF debt and that it was paid by property taxes from the TIF district. She said the balance still owed the Town by BJWSA was more than the Town's debt.

Town Manager Willis explained the long term debt would mature about the same time the water funds expired.

VIII. SECOND READINGS:

A. Ordinance 2010-13. An ordinance amending Chapter 22, Zoning and Chapter 15.5, Overlay Districts of the Code of Ordinances of the Town of Port, South Carolina pertaining to automobile service stations and gas stations

Town Manager Willis read Ordinance 2010-13 by title and explained the ordinance would set design guidelines for services stations and gas stations within the Town in the Shell Point Overlay District, the Robert Smalls Parkway Corridor and on Parris Island Gateway.

Councilmember Robinson moved to adopt Ordinance 2010-13 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

B. Ordinance 2010-14. An ordinance authorizing vending at the "Sands Beach" in the Town of Port Royal and setting guidelines for that purpose

Town Manager Willis read Ordinance 2010-14 by title and explained it would allow and regulate vendors at the Sands Beach.

Council had concerns about the ordinance and discussed the number of vendors that would be allowed and where they would be allowed to park.

Councilmember Lee moved to table Ordinance 2010-14 for further discussion and Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

IX. RESOLUTION:

A. Resolution 9-2010. A resolution approving financing for four (4) police vehicles and equipment.

Town Manager Willis explained the purchase of four police vehicles was included in the budget and this resolution would finalize the financing for the purchase. He said the financing had been put out for bid and that the interest rate for the loan would be 2.57 percent.

Lt. Beach told Council they would be purchasing four, six cylinder, Ford Explorers with internal lights and stripe package included. He said these vehicles would save on gas and explained since the Town has a no chase policy, they would not be pursuit vehicles.

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

The motion carried by unanimous vote.

X. FOR COUNCIL'S ACTION:

A. Appointments:

1. Municipal Election Commission – reappoint Harold Johnson

Councilmember Heyward moved to reappoint Harold Johnson to a second term on the Municipal Election Commission and Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

2. Zoning Board of Adjustments and Appeals – appoint one

There was no appointment at this time.

XI. IMPORTANT INFORMATION AND DATES:

- A. Thursday, December 9, 2010, 6:30 pm - Dinner at the Union Church on 11th Street sponsored by the Historic Port Royal Foundation**
- B. Saturday, December 11, 2010, 5:30 pm – Golf Cart Christmas Parade and Home Decoration Contest, Paris Avenue sponsored by OVA, Historic Port Royal Foundation and local merchants**
- C. Friday, December 24, 2010, 6:00 pm – Christmas Eve Services at the Union Church on 11th Street,**
- D. Friday and Monday, December 24 and 27, 2010 – Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of Christmas**

- E. Friday, December 31, 2010 – Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of New Year’s Day**
- F. Wednesday, January 5, 2010, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- G. Wednesday, January 5, 2010, immediately following the scheduled Public Hearing – Council Workshop, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- H. Thursday, January 6, 2011, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- I. Monday, January 17, 2011, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street, Beaufort**
- J. Wednesday, January 12, 2011, 6:30 pm – Regular Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- K. Monday, January 17, 2011 – Town Hall, Public Works and the administrative office of the Police Department will be closed in observance of Martin Luther King, Jr. Day**

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

XII. 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.

Tom Klein discussed the deed to the school and asked Councilmember Robinson if he had the deed.

Councilmember Robinson said the hand-written deed was in possession of the Town.

Mr. Klein said he was interested in the date on the deed. He also thanked Town staff for the Town and Town Hall decorations and the Tree Lighting Ceremony. Mr. Klein also thanked Nancy Vista for her work in decorating Town Hall.

Councilmember DeLoach said he had had several calls about the Tree Lighting /Christmas in the Park and thanked town staff for their work.

XIII. ADJOURNMENT:

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

The meeting adjourned at 7:24 pm.

Regular Council Meeting
December 8, 2010

Respectfully submitted,

Tanya L. Payne
Municipal Clerk

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