

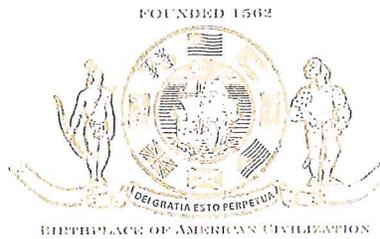
# Town of Port Royal, South Carolina

## Council

Samuel E. Murray  
Mayor

Henry Robinson  
Mayor Pro Tempore

Vernon H. DeLoach  
Mary Beth Heyward  
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

August 3, 2011

**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 and Municipal Clerk Tanya Payne

### I. CALL TO ORDER:

Mayor Murray called the workshop to order at 6:30 pm and welcomed those present. He thanked all who had attended the School Board meeting the previous evening in support of keeping the Port Royal Elementary School open.

### II. REVIEW AGENDA FOR THE AUGUST 10, 2011 COUNCIL MEETING:

Town Manager Willis reminded Council the rezoning ordinance for Kent's Court Mobile Home Park had been put on hold but could be added to the agenda by next week. He said split zoning was being considered for the property.

Kent Bishop, owner of the property, told Council he would prefer the whole parcel be zoned Highway Commercial but said he liked the idea of split zoning better than General Commercial.

Town Manager Willis discussed the possible closing of Port Royal Elementary School and said should this happen, the Town would take ownership of the land and building due to a clause in the deed.

Town Manager Willis briefed Council concerning stormwater drainage, duck weed at the Duck Blind pond, the Ft. Frederick boat landing, looking for funding sources to repair the

Sands Boardwalk, the website upgrade, TIF spending to include the vertical elements at the Cypress Wetland Project and Cypress Wetlands Ground Breaking and reception on Friday, still working on Police Department expansion and still working with BJWSA on sewer expansion.

Mr. Willis also discussed the upcoming Budget and Control Board meeting on August 9<sup>th</sup> when board would consider a proposal for sale of the port property. He said a meeting with the shrimpers had gone well and everything at the dock was running well, discussed RFP's for the Shed which were due on August 10<sup>th</sup>, and the Town's facebook page and website are up and running.

Town Manager Willis read Ordinance 2011-11 by title and explained it would allow up to six chicken hens per dwelling and said the hens must be kept in a clean structure at least forty feet from a dwelling.

Town Manager Willis read Ordinance 2011-12 by title and explained the old ordinance was difficult to enforce. He said rewriting of the ordinance had been requested by the Police Department.

Town Manager Willis told Council appointments were needed for a representative on the Rail/Trail Steering Committee and the Zoning Board of Adjustments and Appeals. He said one reappointment was needed for the Design Review Board. Mr. Willis also explained an eighth amendment to the State Ports Authority Agreement would allow the Town to operate the Shrimp Docks until December 31<sup>st</sup>. Also on the agenda was a resolution to accept an easement for the Cypress Wetlands Project from the Keith family, and a Change-Order revision of the vertical elements and pathways at the Wetlands.

### **III. IMPORTANT DATES AND INFORMATION:**

- A. Thursday, August 4, 2011, 5:30 pm – Design Review Board, Town Hall, 700 Paris Avenue**
- B. Wednesday, August 10, 2011, 6:30 pm - Council Meeting, Yvonne Butler Council Chambers, 700 Paris Avenue**

Town Manager Willis invited everyone to attend the Ground Breaking for the Cypress Wetlands Project on August 12<sup>th</sup> at 9:30 am and reviewed the list of important information and dates.

### **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 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.

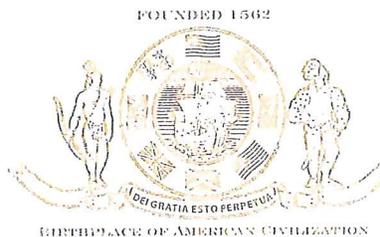
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## Minutes Regular Council Meeting Yvonne C. Butler Council Chambers, 700 Paris Avenue

August 10, 2011

**Members Present:** Mayor Pro Tempore Henry Robinson and Councilmembers Vernon DeLoach, Mary Beth Heyward and Joe Lee

**Member Absent:** Mayor Sam Murray (out of town)

**Staff Present:** Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Jim Cadien and Fire Chief Sammy Negron

### I. PLEDGE OF ALLEGIANCE:

Mayor Pro Tempore Robinson 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 Public Hearing of July 6, 2011
- B. Minutes from the Council Workshop of July 6, 2011
- C. Minutes from the Regular Council Meeting of July 13, 2011

Councilmember Lee moved to adopt the minutes from the Public Hearing of July 6, 2011, the Council Workshop of July 6, 2011 and the Regular Council Meeting of July 13, 2011. Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

#### **IV. AMENDMENTS TO THE AGENDA:**

Town Manager Willis requested the addition of Ordinance 2011-10 to the agenda for seconded reading.

Councilmember Heyward moved to amend the agenda to include Ordinance 2011-10 for seconded reading and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

#### **V. COUNCIL BRIEFING:**

Town Manager Willis informed those present that the School Board had voted to keep the Port Royal Elementary School open and to close Shell Point Elementary School. He told those present the Ground Breaking for the Cypress Wetlands Project would take place at 9:30 am on August 12<sup>th</sup>. Mr. Willis told Council the Budget and Control Board had voted unanimously to accept the contract for sale of the Port of Port Royal.

#### **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.**

Kent Bishop told Council the new parking lot at the Sands was retaining water.

Town Manager Willis explained that due to the drainage system, the lot was designed to retain water.

#### **\*SECOND READING:**

- A. Ordinance 2011-10. An ordinance to rezone in the Town of Port Royal, South Carolina, approximately 3.4 acres as shown and described as Beaufort County Tax District 111, Map 10, Parcel 121 from Mobile Home (MH) to General Commercial (GC) (1712 West Paris Avenue**

Town Manager Willis read Ordinance 2011-10 by title and explained it would rezone 2.1 acres to Highway Commercial (HC), and 1.1 acres to Mixed Use-1 (MU-1). He said the Metro Planning Commission had recommended General Commercial zoning for the property but after more discussion with the owner, it was felt split zoning would provide a buffer for the existing neighborhood.

Councilmember Lee moved to adopt Ordinance 2011-10 as stated and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**VII. FIRST READING:**

- A. Ordinance 2011- 11. An ordinance amending Chapter 22, “Zoning” Article IV, Sections 22-62. b(5), 22-63. b(5), 22-65. and b(6) and Article VI. Section 22-131 of the Code of Ordinances of the Town of Port Royal pertaining to allowance of chickens within residential zones as a dwelling accessory**

Town Manager Willis read Ordinance 2011-11 by title and explained it would amend the zoning ordinance to allow chickens in residential areas of the Town. He explained the chickens would be limited to six hens that could be housed no closer than forty feet of a dwelling.

Councilmember Lee moved to deny the ordinance and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

- B. Ordinance 2011-12. An ordinance to repeal in its entirety Section 15-18, “Noise control” and replace with a new section 15-18, “Noise control” of the Code of Ordinances of the Town of Port Royal, South Carolina**

Town Manager Willis read Ordinance 2011-12 by title and explained the current Noise Ordinance was difficult to enforce. He said the new ordinance which had been requested by the Police Department would allow the officer more discretion in a noise complaint situation.

Councilmember Lee moved to adopt first reading of Ordinance 2011-12 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**VIII. FOR COUNCIL’S ACTION:**

- A. Appointments:**

- 1. Rail/Trail Steering Committee - appoint one**

Councilmember Lee moved to appoint Dean Moss to represent the Town on the Rail/Trail Steering Committee and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**2. Zoning Board of Adjustments and Appeals – appoint one**

Councilmember Lee moved to appoint Juanita Findley to the Zoning Board of Adjustments and Appeals and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**3. Design Review Board – reappoint one**

Councilmember Lee moved to reappoint Andy Corrieveau to the Design Review Board and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**B. Eighth Amendment to the SPA Agreement concerning the Shrimp Docks**

Town Manager Willis explained the amendment to the SPA agreement would extend the Town's ability to operate the Shrimp Docks for another six months. Mr. Willis said hopefully this extension would carry over until the sale of the port is finalized and the new owners take over.

Councilmember Lee moved to adopt the amendment to the SPA Agreement allowing the Town to continue operating the Shrimp Docks for another six months. Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**C. Resolution on acceptance of easement for Cypress Wetlands Project**

Town Manager Willis read a resolution (Resolution 7 - 2011) accepting an easement for the Cypress Wetlands Project from John H. Keith.

Councilmember Lee moved to adopt the resolution and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**D. Change Order or Revision of vertical elements and pathways piece of Cypress Wetlands**

Town Manager Willis explained this revision would allow for funds to relocate the walkway around the Cypress Wetlands. He stated the Helena House had not agreed to an easement on their property making the additional funds necessary. Mr. Willis said this revision would provide approximately fifty thousand dollars to complete the project.

Councilmember Lee moved to accept and fund the revision to the vertical elements and pathways at the Cypress Wetlands. Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**E. Approving a letter requesting continuation of the current Stormwater Intergovernmental Agreement until December 31, 2011**

Town Manager Willis explained issues with the current Stormwater Agreement were being worked out but asked Council to approve a letter to the county asking them to continue collecting current Stormwater fees until December 31, 2011.

Councilmember Lee moved to approve a letter requesting continuation of the current Stormwater Intergovernmental Agreement until December 31, 2011. Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**IX. IMPORTANT INFORMATION AND DATES:**

- A. Friday, August 12, 2011, 9:30 pm – Cypress Wetlands Ground Breaking at the existing boardwalk and viewing tower on Paris Avenue**
- B. Saturday, August 13, 2011, 6:00 pm – Street Music on Paris Avenue with *A True Harp Hero*, between 9<sup>th</sup> and 10<sup>th</sup> Streets on Paris Avenue**
- C. Monday, August 15, 2011, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street, Beaufort**
- D. Saturday, August 27, 2011, 6:00 pm – Street Music on Paris Avenue with *Lost in Holland*, between 9<sup>th</sup> and 10<sup>th</sup> Streets on Paris Avenue**
- E. Monday, September 5, 2011 – Town Hall, Public Works and the business offices of the Police Department will be closed in observance of Labor Day.**
- F. Wednesday, September 7, 2011, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- G. Wednesday, September 7, 2011, immediately following the scheduled Public Hearing – Council Workshop, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- H. Thursday, September 8, 2011, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- I. Wednesday, September 14, 2011, 6:30 pm – Regular Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- J. Monday, September 19, 2011, 2011, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**

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

**X. 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.**

Jayson Gardner with the Beaufort Regional Chamber of Commerce thanked Council for its on-going support and told them the chamber had received an award for Best Campaign and Program in their budget class in regard to the new jets coming to the Air Station. He said they had also won Best of the Show for communications beating out eighty three other chambers throughout the nation. Mr. Gardner said these awards were presented by the American Chamber of Commerce Association.

**XI. ADJOURNMENT:**

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

The meeting adjourned at 7:10 pm.

Respectfully submitted,



Tanya L. Payne  
Municipal Clerk

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**\*agenda amended to include this item**