

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

February 2, 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 6:37 pm and welcomed those present.

II. REVIEW AGENDA FOR THE FEBRUARY 9, 2011 COUNCIL MEETING:

Town Manager Willis told Council Josh Chastain from Cornerstone would be at the next meeting to give an overview of the website upgrade.

Tony Maglione, Vice President of ATM gave a briefing on work being done at the Cypress Wetlands. He showed slides of the existing area and told Council the drainage phase of the revitalization was almost complete. He said the natural drainage had been recreated and a RFP had been issued to remove invasive species from the wetland. Mr. Maglione said new additions would include a three-tier amphitheater, a walkway around the wetland and signage identifying animals, plants and birds.

Town Manager Willis discussed a potential, permanent building at the Sands to house vending and restrooms. He showed an aerial of the Sands and explained restriping of the parking lot at the boat ramp. He also briefed Council concerning TIF spending which would fund mast-arm signalization at Ribaut Road and Richmond Avenue,

resurfacing of the intersection and the installation of pedestrian cross walks. Mr. Willis told Council engineers were working on a design to install sewer on Ribaut Road. He said he was looking at ways to expand the Police Station since they were running short on space. Mr. Willis said he would be meeting with authorities concerning the port property. He said he had heard from several different parties interested in the property.

Ann Marie Adams told Council a recent meeting to set a calendar of Town events throughout 2011 was very successful. She explained twelve citizens and business owners had attended and great progress was made. Ms. Adams said three dates had been identified for events. They are March 10th through 13th for a Recycle/Spring Clean-up, September 23rd through 25th in celebration of Estuarium Week and the 100th Birthday for the Port Royal Elementary School and special events were being planned from Thanksgiving through Christmas. She said they also discussed other events to take place throughout the year including the Street Music Series', perhaps a sidewalk chalk event and an event at the skate park. Ms. Adams said another meeting was planned for February 24th at 3:30 pm. Once the calendar is complete, it will be made available in the form of an electronic newsletter and in the Town's mailed newsletter.

Town Manager Willis reviewed Ordinances 2011-1 and 2011-2 to annex and zone property located on Jefferson Drive. He explained the property was in the Town's future growth area and said the Metro Planning Board had recommended both the annexation and the MU-2 zoning with the Shell Point Neighborhood Overlay.

III. IMPORTANT DATES AND INFORMATION:

- A. Thursday, February 3, 2011, 5:30 pm – Design Review Board, Town Hall, 700 Paris Avenue**
- B. Wednesday, February 9, 2010, 6:30 pm - Council Meeting, Yvonne Butler Council Chambers, 700 Paris Avenue**

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

IV. ADJOURNMENT:

Councilmember Heyward moved to adjourn.

The workshop adjourned at 7:37 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 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 Public Hearing Yvonne C. Butler Council Chambers, 700 Paris Avenue

February 2, 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 Public Hearing to order at 6:30 pm and welcomed those present.

II. PURPOSE:

- A. Ordinance 2011-1. An ordinance annexing to the Town of Port Royal approximately .33 acres of real estate located in Beaufort County Tax District 100, Map 31B, Parcel 385 (915 Jefferson Drive)**

Town Manager Willis read Ordinance 2011-1 and explained this property is located within the Town's growth boundary. He said the Metro Planning Commission had recommended this request for annexation and also the requested MU-2 zoning with the Shell Point Neighborhood Overlay. He showed the property on the map and pointed out surrounding properties located in the Town and zoned MU-2.

- B. Ordinance 2011-2. An ordinance to zone approximately .33 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 31B, Parcel, (MU-2) Shell Point Neighborhood Overlay**

III. COMMENTS:

There were no further comments.

IV. ADJOURNMENT:

There being no further comment, the hearing adjourned at 6:35 pm.

Respectfully submitted,



Tanya L. Payne
Municipal Clerk

In accordance with South Carolina Code of Laws, Section 30-4-80(d), 1976, as amended, notification of the Public Hearing was posted in the local newspaper and on the Town bulletin board fifteen days before the hearing. A copy of the agenda was given to the local newspaper and posted at the meeting location twenty-four hours prior to the hearing.

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

February 9, 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. 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 Council Workshop of January 5, 2011
- B. Minutes from the Regular Council Meeting of January 12, 2011

Councilmember Heyward moved to adopt the minutes from the Council Workshop of January 5, 2011 and the Regular Council Meeting of January 12, 2011. Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

IV. AMENDMENTS TO THE AGENDA:

Town Manager Willis requested that Item C. be added to Council's Action authorizing him to approve a contract up to fifty thousand dollars to remove invasive species from the Cypress Wetlands. He explained that due to the time of year it was important to have this done in a timely matter.

Councilmember Lee moved to approve the agenda amendment as stated and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

V. COUNCIL BRIEFING:

Josh Chastain with Cornerstone unveiled progress made toward revamping the Town's website. He said the new website included a new branding and logo for the Town. Mr. Chastain said the citizens would have easy access to online forms and resources. He explained the color blue was chosen for the sight because of "Royal" in the Town's name and the brown was to signify history. Mr. Chastain showed the home page and said interviews had been done with local citizens and one councilmember telling why Port Royal is special. He explained the sight would have a calendar of events, listing of Town businesses and an interactive map showing points of interest and tourism related businesses. A "Things to Do" section would include the farmer's market page among other places of interest. Mr. Chastain said the sight would also include a local weather function and show the community with its citizens "doing things". He felt good progress had been made on the sight.

Town Manager Willis said although the paper newsletter would still be mailed out the newsletter would also be available on line.

Town Manager Willis told Council there was no new news on the sale of the port property. He said he had asked the Town attorney review the port development agreement which is in the fourth year of the five year term.

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 2011-1. An ordinance annexing to the Town of Port Royal approximately .33 acres of real estate located in Beaufort County Tax District 100, Map 31B, Parcel 385 (915 Jefferson Drive)**

Town Manager Willis read Ordinance 2011-1 by title and showed the property on the map. He explained it is in the Town's future growth area and pointed out surrounding properties with MU-2 zoning. Mr. Willis said the Metro Planning Commission had recommended this annexation with MU-2 zoning and the Shell Point Neighborhood Overlay.

Councilmember Heyward moved to adopt Ordinance 2011-1 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

- B. Ordinance 2011-2. An ordinance to zone approximately .33 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 31B, Parcel 385, (MU-2) Shell Point Neighborhood Overlay**

Councilmember Heyward moved to adopt Ordinance 2011-2 and Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

VIII. FOR COUNCIL'S ACTION:

A. Appointments:

- 1. Historic Preservation Commission – appoint one**

Planning Administrator Bridges explained an architect was needed to sit on the Historic Preservation Commission. No appointment was made at this time.

- 2. Metro Planning Commission – reappoint Joe DeVito and Jim Crower**

Councilmember Lee moved to reappoint Joe DeVito and Jim Crower to the Metro Planning Commission and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

- 3. Authorize Town Manager to sign contract for removal of Invasive Species from the Cypress Wetlands**

Councilmember Lee moved to authorize the Town Manager to sign a contract for up to fifty thousand dollars for removal of invasive species from the Cypress Wetlands. Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

B. Set date for Council Retreat:

Council chose Saturday, March 26th for this year's Council Retreat.

IX. COUNCIL'S INFORMATION:

A. Potential change in hours of operation of bars and restaurants

Town Manager Willis explained there was currently no limitation on the hours to sell alcohol within the Town limits. He said there had been some problems recently at certain businesses selling alcohol in the late hours.

Capt. Beach told Council problems at certain businesses were beginning around midnight and lasting until the wee hours. He requested that the hours to serve alcohol in the Town be cut off at 2:00 am. He explained the City of Beaufort was having similar issues.

Mayor Murray asked that this issue be placed on the agenda for the February 21st Joint Meeting with the City of Beaufort.

X. IMPORTANT INFORMATION AND DATES:

- A. Wednesday, February 16, 2011 – Legislative Action Day in Columbia**
- B. Monday, February 21, 2011 – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- C. Monday, February 21, 2011, 6:00pm – Joint Meeting with the City of Beaufort**
- D. Wednesday, March 2, 2011, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- E. Wednesday, March 2, 2011, immediately following the scheduled Public Hearing – Council Workshop, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- F. Thursday, March 3, 2011, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- G. Monday, March 21, 2011, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street, Beaufort**
- H. Wednesday, March 9, 2011, 6:30 pm – Regular Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**

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.

Hina Patel, owner of the Super 8 Motel located across the street from a bar told Council she expressed concerns for her patrons and said she did not want them to feel unsafe while staying at her establishment.

XII. 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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