

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

August 7, 2013

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 Fire Chief Sammy Negrón

Staff Absent: Municipal Clerk Tanya Payne (vacation)

I. CALL TO ORDER:

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

II. COUNCIL BRIEFING:

Town Manager Willis told Council the transition for garbage service to Waste Pro was going smoothly. He said Paris Avenue was being swept weekly and the bridges are being swept more frequently. Mr. Willis discussed a corrected drainage problem on 12th Street and drainage problems on Battery Lane which were being looked into. He discussed landscaping and upcoming work at The Shed; said final floor drawings for the Police Department are being prepared with construction to begin in October. Mr. Willis said it will take about six months to complete the renovations. Mr. Willis told Council new dock manager Joey Morris was getting the shrimp docks cleaned up and working toward getting the retail business open. He said one derelict boat had been moved and he was working with OCRM to remove the two boats from the hill. Some equipment had been purchased for the docks and larger boats were showing interest in docking there. Mr. Willis said a new schedule had been setup for the Greenery, Casablanca drainage was being worked on, large brown directional signs will be installed for the Cypress Wetlands, no word yet on Parker's law suit, showed new route for Ribaut Road

sewer line, walking maps are here and will be placed at the Chamber and other visitor's centers and Port Royal Elementary School National Registry application has been submitted.

Fire Chief Negron said bids were out for the new fire truck and explained the cost of the truck would be approximately \$450,000.

Town Manager Willis said he had met with Lane Construction concerning road repair work on Greenway Court, Old Shell Court and 11th Street going into parking lot for Dockside Restaurant.

Planning Administrator Bridges updated Council on progress of the Form Based Code review.

Councilmember Klein asked about the plaque for Henry Robinson to be placed at the boardwalk and also the status of the promenade at the Port Property.

Town Manager Willis said the Boardwalk dedication would take place when the weather is cooler. He said he was working with the Port's Authority to acquire the property for the promenade. Mr. Willis explained one issue was to get the promenade to match with the Rail Trail Walking Path. He explained for it to be eligible for the matching funds program, it has to meet certain standards such as matching widths, etc. Mr. Willis said there was a problem with getting the path across Ribaut Road. He said it may not be feasible to do twelve feet in all sections of the path.

III. REVIEW AGENDA FOR THE AUGUST 14, 2013 COUNCIL MEETING:

Town Manager Willis read first reading Ordinance 2013-12 by title and explained it would bring the Town's building codes up to state standards which is periodically required. He also reviewed Ordinances 2013-13 and 14 to annex and zone property located at 508 Broad River Drive. Mr. Willis showed the property on the map and said it is located in the Town's future growth area. He said the Metro Planning Commission had unanimously recommended both the annexation and the zoning recommendation of General Residential with the Shell Point Neighborhood Overlay.

Town Manager Willis discussed upcoming Council Action for next week's meeting which included an appointment to the Design Review Board and the purchase of a new Fire Truck to replace the 1995 truck which is being used to replace the truck which was stolen and wrecked.

IV. IMPORTANT DATES AND INFORMATION:

A. Wednesday, August 14, 2013 6:30 pm - Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue

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

Samuel Smalls told Council the Old Fort Cemetery had historical significance and explained work was being done at the cemetery in order to apply for the National Historic Register. He said the SCDOT had donated dirt to fill in a sink hole at the site; Mr. Simmons of Simmons Trucking had agreed to haul the dirt at no charge but said he would need a backhoe to load the truck. Mr. Smalls asked if the Town could supply a backhoe or other equipment and an operator to load the dirt onto the trucks.

Council discussed the issue and agreed to provide the equipment and operator but said it would require a lot of coordination. Town Manager Willis said that could be done with a couple days notice.

Councilmember DeLoach told those present he and his wife were celebrating 50 years in their home and their 63rd wedding anniversary.

V. ADJOURNMENT:

Councilmember Heyward moved to adjourn.

The Workshop adjourned at 7:20 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 at the meeting location 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.

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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Council Meeting
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August 14, 2013

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

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

Due to a power outage, Council met in near darkness using only an emergency light and three flashlights to illuminate the room.

I. PLEDGE OF ALLEGIANCE:

Mayor Murray called the meeting to order and led the Pledge of Allegiance.

II. INVOCATION:

Councilmember DeLoach offered the invocation.

III. APPROVAL OF MINUTES:

- A. Minutes from the Special Meeting/Council Workshop of July 3, 2013**
- B. Minutes from the Special Meeting of July 17, 2013**

Councilmember Heyward moved to adopt the minutes from the Special Meeting/Council Workshop of July 7, 2013 and the Special Meeting of July 17, 2013. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

IV. COUNCIL BRIEFING:

Town Manager Willis briefed Council concerning the Ribaut Road Sewer Project. He explained relocation of the forced main and a new lift station. He also discussed the project's master plan including capacity, different elevations and possible air valves.

V. 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.

VI. FIRST READINGS:

- A. Ordinance 2013-11. An ordinance to amend Chapter 4, "Buildings and building regulations", Section 4-1, "Adoption of Codes by Reference" of the Code of Ordinances of the Town of Port Royal South Carolina to adopt the International Building Codes with South Carolina Building Code Modifications**

Town Manager Willis read Ordinance 2013-11 by title and explained this is a periodic update of the building code which is necessary to keep up with state standards. He said it takes into account every aspect of the code including the fire code.

Councilmember Lee moved to adopt first reading of Ordinance 2013-11 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

- B. Ordinance 2013-12. An ordinance annexing to the Town of Port Royal approximately .44 acres of real estate located in Beaufort County described as Beaufort County Tax District 100, map 33B, Parcel 107 located at 508 Broad River Drive**

Town Manager Willis read Ordinance 2013-12 by title and said this annexation request is in compliance with the Future Land Use Map and the Town's Comprehensive Plan. He said the Metro Planning Commission had unanimously recommended both the annexation and the requested zoning of General Residential (GR) with the Shell Point Overlay. Mr. Willis told Council the property was adjacent to properties located in the Town and zoned GR with the Shell Point Neighborhood Overlay.

Councilmember Lee moved to adopt first reading of Ordinance 2013-12 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

- C. Ordinance 2013-13. An ordinance to zone approximately .44 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 33B, Parcel 107, zoned as General Residential (GR) with the Shell Point Neighborhood Overlay (508 Broad River Drive)**

Councilmember Heyward moved to adopt first reading of Ordinance 2013-13 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

VII. FOR COUNCIL'S ACTION:

A. Appointment:

1. Design Review Board – appoint one

Town Manager Willis suggested that this appointment be postponed.

Councilmember Heyward moved to table the DRB appointment until next month and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

B. Potential Fire Truck purchase

Town Manager Willis explained an RFP had been issued to replace the 1995 fire truck which was stolen and subsequently wrecked. He said the only response was from Pierce, which was the maker of trucks currently owned by the Town and the City of Beaufort. He explained the amount of the bid was \$445,000 but said depending on how the truck is financed, there could be a reduction in that amount. Mr. Willis told Council at this time, he was seeking permission to negotiate a final contract with Pierce for purchase of the truck.

Fire Chief Negron told Council the discount would be \$15,000 bringing the cost to approximately \$430,000. He explained delivery date for the truck would be around March 2014.

Councilmember Heyward moved to allow Town Manager Willis to negotiate financing for the purchase of a new fire truck up to \$445,000. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

Town Manager Willis told Council he would be bringing the contract back for final approval.

C. Decision on Parker's litigation:

Town Manager Willis explained the Parker's issue had been thoroughly discussed at last week's workshop and that Parker's had requested another round of mediation. He explained he was looking for direction from Council on whether they wanted to continue with the mediation, tell Parker's to pursue their appeal of the DRB decision or to drop the issue.

Councilmember Heyward moved to continue with the Parker's mediation and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

VIII. IMPORTANT INFORMATION AND DATES:

- A. Saturday, August 17, 2013, 6:00 pm - Street Music featuring *Ronstadt Generations from Tucson* between 9th and 10th Streets on Paris Avenue**
- B. Monday, August 19, 2013, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- C. Saturday, August 31, 2013, 6:00 pm – Street Music featuring *Dwayne Dopsie and the Zyedco Hell Raisers* between 9th and 10th Streets on Paris Avenue**
- D. Wednesday, September 4, 2013, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- E. Wednesday, September 4, 2013, immediately following the scheduled Council Workshop, Yvonne C. Butler Council Chambers, 700 Paris**
- F. Thursday, September 5, 2013, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- G. Wednesday, September 11, 2013, 6:30 pm - Regular Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- H. Monday, September 16, 2013, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**

Town Manager Willis reviewed the list of important dates and information and added a Redevelopment Commission Meeting scheduled for Thursday, August 22nd.

IX. COUNCIL'S COMMENTS:

Councilmember Heyward reviewed highlights from an Emergency Management meeting she and Mayor Murray had attended that morning.

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.

David Kell who lives behind The Shed at 1003 9th Street told Council the music at Friday night's event was so loud it was unbearable at his home. He asked that this type of events not be booked at that location.

Z Prather asked if the Town had received insurance payment for the wrecked fire truck.

Town Manager Willis said a payoff had been received and banked and would be used toward the new truck.

XI. ADJOURNMENT:

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

The meeting adjourned at 7:07 pm.

Respectfully submitted,

Tanya L. Payne
Municipal Clerk

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