

# Town of Port Royal, South Carolina

## Council

Samuel E. Murray  
Mayor

Vernon DeLoach  
Mayor Pro Tempore

Mary Beth Heyward  
Tom Klein  
Joe Lee



Van Willis  
Town Manager

T. Alan Beach  
Chief of Police

Jeffrey S. Coppinger  
Daniel G. Lemieux  
Operations

Linda Bridges  
Planning

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

October 2, 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 and Municipal Clerk Tanya Payne

### 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 he was working through issues with the transition of garbage service to Waste Pro. He explained there were not enough new collection carts but said more would be delivered by the end of the week.

Town Manager Willis said mechanical plans for the renovation of the Police Station were being worked on and Capt. Beach said he had met with the architect and final plans should be available next month.

Town Manager Willis told Council lots of improvements had been made at the shrimp docks and encouraged them to go see the work which has been done. He said the shrimp season has been bad so far but the docks are structurally sound, the wash room is ready and the market is almost ready for use when the shrimp is available. Mr. Willis said there are still some improvements to be made at the docks.

Town Manager Willis said the two derelict boats on the hill were being cut up into sections and loaded onto trucks and taken away and explained the process is very time consuming. He said plans were to bring in a track hoe to smash the boats up which

would be a much faster process. Mr. Willis said the boat in the water would then be dragged upon the bank and destroyed.

Town Manager Willis:

- said landscaping at the Casablanca Park was looking good and they were almost ready to install the fence
- showed the layout for the Ribaut Road Sewer Project which would go down Columbia Avenue, 16<sup>th</sup> Street and Old Shell Road; the Town's cap for this project is \$413,000 with BJWSA paying the remainder
- showed results from the Parker's mediation, changes included a new configuration, building frontage on Paris Ave, parking spaces added, eight pumps under two canopies, signs would be the same
- said the annual audit will begin within two weeks
- Explained that repair work on Old Shell walking path and 11<sup>th</sup> Street near Dockside will be done on Friday
- Redevelopment Commission working on branding RFP, hope to have a finished product by April 2014, will be a public input session

### **III. REVIEW AGENDA FOR THE OCTOBER 9, 2013 COUNCIL MEETING**

Town Manager Willis reviewed Resolution 6-13 and explained it would approve financing for a new Pierce Fire Truck. He said BB&T offered the best deal for the loan which would be paid over a period of ten years. Mr. Willis explained funds for three police cars would most likely be added to this resolution.

Town Manager Willis read Ordinance 2013-14 by title and showed the property on the map. He explained the owners were requesting Highway Commercial Zoning with the Robert Smalls Overlay. Mr. Willis told Council the annexation is in compliance with the Town's Growth Boundary Map, the Comprehensive Plan and the Northern Regional Plan. He said the Metro Planning Commission had unanimously recommended both the annexation and zoning.

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

- A. Thursday, October 3 2013, 5:30 pm – Design Review Board Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- B. Wednesday, October 9, 2013 6:30 pm - Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**

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

Councilmember Lee told everyone the Spanish Moss Trail was being built "as we speak" and said he hoped the dedication would be on the Port Royal end of the trail. He also had questions about businesses with second roll carts.

Councilmember DeLoach thanked everyone for their thoughts, prayers and cards during his recent illness.

Councilmember Heyward told everyone the Christmas Decoration Committee would be meeting next week if possible to discuss ordering more decorations. She explained the decorations were being ordered a little at a time as funds allowed.

**V. ADJOURNMENT:**

Councilmember Heyward moved to adjourn the workshop.

The workshop adjourned at 7:12 pm.

Respectfully submitted,



Tanya L. Payne  
Municipal Clerk

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

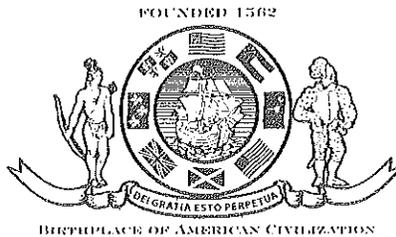
# Town of Port Royal, South Carolina

## Council

Samuel E. Murray  
Mayor

Vernon DeLoach  
Mayor Pro Tempore

Mary Beth Heyward  
Tom Klein  
Joe Lee



Van Willis  
Town Manager

T. Alan Beach  
Chief of Police

Jeffrey S. Coppinger  
Daniel G. Lemieux  
Operations

Linda Bridges  
Planning

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

October 9, 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 SSgt. Andre Massey 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 Public Hearing of September 4, 2013
- B. Minutes from the Council Workshop of September 4, 2013
- C. Minutes from the Regular Council Meeting of September 11, 2013

Councilmember Heyward moved to accept the minutes from the Public Hearing of September 4, 2013, the Council Workshop of September 4, 2013 and the Regular Council Meeting of September 11, 2013. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

#### IV. COUNCIL BRIEFING:

Town Manager Willis told Council Greenway Court had been paved along with the section of 11<sup>th</sup> Street near Dockside Restaurant; also repair work on the walking trail at Old Shell Court had been completed. He explained issues were being worked out with the conversion for garbage and recycle collections to Waste Pro.

#### 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**

John Ellerbe encouraged Council to stand its ground concerning the Parkers Project.

Philip Alling urged Council to reject the second mediation Parkers Project saying it violates Port Royal's current zoning standards and would not be allowed should the Form Based Code be in effect. He also expressed concerns about safety in getting in or out of the site.

Jim Crower opposed the project saying this is not the kind of building wanted at the entrance of Port Royal.

Tyler Melnick of Bluffton spoke in favor of Parker's project and urged Council to vote in favor of the mediation.

Ty Peichel spoke in favor of the Parker's mediation saying it would help strengthen Port Royal and bring business and patrons to the Town.

Elizabeth Bergmann opposed acceptance of the Parker's mediation.

Linda Pinckney-Hall (property owner) said she and her sisters had been working hard with Parker's and the Town to make this project happen. She said this was a good site for the type of business and that it would be beneficial to the Town.

Business owner John Winner spoke in favor of the business saying the project would line up next to his property. He said this is an opportunity to bring businesses to Paris Avenue and the Town.

Sing Pappas spoke in favor of the mediation and asked Council to come together with Parker's and make it work for the Town.

John Bender told Council Parker's had done everything asked of them and reminded them the Town architect had helped draw the plans. He encouraged them to move on with the project and find a way to make it work.

Elizabeth Bergmann apologized for saying "bulling" had been involved in the mediation process. She said the project didn't fit into the community.

Kay Pinckney (property owner) said the project will help Port Royal and asked if the Town doesn't want a gas station on that location what does it want.

## **VI. RESOLUTION:**

### **A. Resolution 6-2013. A resolution approving financing terms**

Town Manager Willis read Resolution 6-2013 by title and explained it would approve financing for a new fire truck and three new police vehicles. He said the financing with bid winner BB&T would be \$455,000 for the replacement fire truck and \$80,000 for the police vehicles. Mr. Willis said a performance bond would be included in order to prepay the fire truck and receive a 10% discount. He explained payments for the fire truck would be spread over a period of ten years and three years for the police vehicles.

Councilmember Lee moved to adopt Resolution 6-2013 approving financing terms for a new fire truck and three new police cars and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

## **VII. FIRST READING:**

### **A. Ordinance 2013-14. An ordinance annexing to the Town of Port Royal approximately .303 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 28, Parcel (portion of) 120D, located at 599 Robert Smalls Parkway and 3.88 acres of real estate located in Beaufort County described as Beaufort County Tax District 100, Map 28, parcel 254 located at 591 Robert Smalls Parkway**

Town Manager Willis read Ordinance 2013-14 by title and showed the property on the map. He explained the annexation was in compliance with the Town's Future Growth Map and adjusted growth line with the City of Beaufort. Mr. Willis told Council the Metro Planning Commission had unanimously recommended the annexation.

Town Manager Willis reviewed Ordinance 2013-15 to set the zoning of Highway Commercial with the Robert Smalls Parkway Overlay for both parcels. He explained this zoning was in compliance with the Future Land Use Map and the Comprehensive

Council Meeting  
October 9, 2013

Plan. Mr. Willis said this zoning request had also been unanimously recommended by the Metro Planning Commission.

Councilmember Klein moved to adopt first reading of Ordinance 2013-14 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

- B. Ordinance 2013-15. An ordinance to zone approximately .303 acres of real estate located in Beaufort County described as Beaufort County Tax District 112(formerly Beaufort County Tax District 100), Map 28, Parcel (portion of) 120D and approximately 3.88 acres described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 28, Parcel 254, with both parcels being zoned as Highway Commercial (HC) with the Robert Smalls Parkway Overlay (599 and 591 Robert Smalls Parkway)**

Councilmember Heyward moved to adopt first reading of Ordinance 2013-15 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

#### **VIII. COUNCIL ACTION:**

- A. Endorsement of branding effort of the Redevelopment Commission**

Town Manager Willis explained the Redevelopment Commission was seeking endorsement from Council to pursue an RFP for branding services for the Town. He said the Commission was looking for a professional group to assist with organizing the marketing of the Town and creating a plan of action for that process.

Councilmember Klein moved to endorse the branding effort as put forth in the RFP from the Redevelopment Commission to ensure that the Commission has the backing of Council. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

- B. Parker's Mediation Settlement**

Town Manager Willis explained the Parker's second mediation had resulted in two canopies and eight pumps. He said the building would face Paris Avenue and the canopies would have a Mantra Roof design. There would be less concrete than previously approved and one island would be omitted freeing up more parking spaces.

Council Meeting  
October 9, 2013

Attorney Mary Lohr reviewed changes made in the mediation and answered Council's questions. She explained that Council needed to approve or disapprove the mediation. Ms. Lohr explained if Council approved the mediation it would go forward as described. She said if the mediation were disapproved it would go to court.

Councilmember Klein moved to reject the second Parker's mediation settlement and Councilmember Lee seconded the motion.

Councilmembers DeLoach, Heyward, Lee and Klein voted yes.

Mayor Murray voted no.

After much discussion by Council and others present Councilmember Heyward said she did not realize some members of the DRB were against this and suggested a meeting of the Design Review Board and representatives from Council to further discuss this matter.

Councilmember Klein moved to amend his motion to state that Council reject the current mediation and enter into a third round of mediation. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

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

- A. Monday, October 21, 2013, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- B. Saturday, October 26, 2013, 4:30 - Volunteer Picnic at Live Oak Park**
- C. Wednesday, November 6, 2013, 6:30 – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- D. Wednesday, November 6, 2013, 6:30 pm - Council Workshop, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- E. Thursday, November 7, 2013, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- F. Monday, November 11, 2013 – Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of Veteran's Day**
- G. Wednesday, November 13, 2013, 6:30 pm - Regular Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- H. Monday, November 18, 2013, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- I. Thursday and Friday, November 28 and 29, 2013 – Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of Thanksgiving**

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

**X. COUNCIL'S COMMENTS:**

Councilmember Lee stated that more information needed to be distributed to residents concerning the new garbage service.

Councilmember Klein pointed out that it is very important to figure out the Parker's issue and not let it fall by the wayside.

Councilmember Heyward requested that a DRB Meeting be scheduled for next week if possible.

**XI. PUBLIC COMMENTS:**

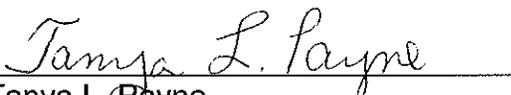
**At this time, the Mayor will recognize members of the audience who have submitted speaker forms to address the Council on non-agenda items. Each speaker will be limited to two minutes.**

**XII. ADJOURNMENT:**

Councilmember Klein moved to adjourn and Councilmember Heyward seconded the motion.

The meeting adjourned at 8:23 PM.

Respectfully submitted,

  
\_\_\_\_\_  
Tanya L. Payne  
Municipal Clerk

In accordance with South Carolina Code of Laws, 1976, Section 3-40-80(d), as amended, notification of the meeting 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.

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