

Town of Port Royal, South Carolina

Council

Samuel E. Murray
Mayor

Mary Beth Heyward
Mayor Pro Tempore

Vernon DeLoach
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 Public Hearing

Yvonne C. Butler Council Chambers, 700 Paris Avenue

July 2, 2014

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 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 2014-7. An ordinance amending Chapter 19, "Traffic and Motor Vehicles", of the Code of Ordinances of the Town of Port Royal to include Section 19-___ Avoiding traffic control device prohibited**

Town Manager Willis read Ordinance 2014-7 and explained it would disallow vehicle operators from crossing private property to avoid a traffic device.

Chief Beach said signs have already been posted at some problem locations in town.

- B. **Ordinance 2014-8. An ordinance annexing to the Town of Port Royal approximately 10 acres of real estate located in Beaufort County described as Beaufort County Tax District 100, Map 31, Parcels 201, 51 and 227 (located off Castle Rock Road)**

Town Manager Willis read Ordinance 2014-8 and showed the property on the map. He explained the property located off Castle Rock Road is in the town's

growth boundary and said the Metro Planning Commission had unanimously recommended the annexation. Mr. Willis also reviewed Ordinance 2014-8 and explained the Metro Planning Commission had unanimously recommended the requested zoning of T3 Neighborhood. He said the request is in compliance with the town's Comprehensive Plan.

- C. Ordinance 2014-9. An ordinance to zone approximately 10 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 31, Parcels 201, 51 and 227, to be zoned as T3 Neighborhood (located off Castle Rock Road)**

III. COMMENTS:

There were no comments.

IV. ADJOURNMENT:

The public hearing adjourned at 6:45 pm.

Respectfully submitted,



Tanya L. Payne
Municipal Clerk

In accordance with South Carolina State Law, 1976, Section 30-4-80(d), as amended, notification of the public hearing was posted in the local news paper and on the town bulletin board fifteen days before the hearing. A copy of the agenda was given to the local news media and at the hearing location twenty-four hours prior to the hearing.

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

July 2, 2014

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 Municipal Clerk Tanya Payne

I. CALL TO ORDER:

Mayor Murray called the workshop to order at 6:45 pm and welcomed those present.

II. COUNCIL BRIEFING:

Town Manager Willis told Council the RFP for operation of the shrimp docks was ready and an ad would be in the newspaper this weekend. He said he had asked of those considering the RFP that the fish market be opened, the docks be operated and the equipment purchased by the Town be considered in the bid. Mr. Willis said hopefully some of the money spent upgrading the docks and equipment could be recouped. Mr. Willis said there was some stormwater backup near the Lowcountry Land Center on Paris Avenue and told Council the drainage boxes in that area would be pumped out. He told Council some stormwater work was included with the renovation of the Police Department. Mr. Willis said he was expecting Port Royal to be upgraded to a state stormwater grade of MS4 soon but explained the town was ahead in this process. He said this upgrade would be discussed in the next budget cycle. Mr. Willis said the audit would begin soon, told Council two more panels had been kicked out at the Cypress Wetlands Boardwalk, said Bruce Murdy would be presenting the branding results at next week's meeting and the capital sales tax option had not been approved by County Council. He explained funds from the tax would have been used toward purchase of the port. Mr. Willis invited Council to tour the Police Station to see the progress being

made with the renovations. He told them the stucco work would begin soon. Mr. Willis explained fund raising efforts were continuing to bring the Spanish Moss Trail across Ribaut Road to 15th Street. He said this quarter of a million dollar project would include an already approved HAWK signal at Ribaut Road.

Town Manager Willis told Council the Cypress Wetlands has been named one of the top 10 birding locations in Beaufort County. He said since the construction noise has quieted, the birds are returning to the wetlands and also to the Duck Blinds area. He said more citations have been issued for reckless driving at the Sands. Mr. Willis explained the Town would be working with Mr. Harris in the future for organizing the Sharks Tooth Hunt which took place at the Sands this past weekend. He said the newly adopted Form Based Code was being used and thus far was going well, the county has the encroachment permit for landscaping the beds on Savannah Highway, the Greenery contract expires in November, Street Music schedule is August 9th, and 23rd, and September 6th and 20th and repair work at the skate park is underway.

Councilmember Klein suggested roping of certain areas of the Sands to better control the traffic and reckless driving incidents.

III. REVIEW AGENDA FOR THE JULY 9, 2014 COUNCIL MEETING:

Police Chief Beach introduced newly hired Police Officer Marclynn Cherry who would be attending the academy in July.

Town Manager Willis read Ordinance 2014-7 which had been discussed in the preceding public hearing. He said the ordinance would prohibit motorist from crossing private properties to avoid a traffic control device. Mr. Willis reviewed Ordinances 2014-8 and 2014-9 to annex and zone property located off Castle Rock Road. He explained both the annexation and requested zoning of T3 Neighborhood had been unanimously recommended by the Metro Planning Commission. He also said the properties are located within the Town's future growth boundary.

Town Manager Willis read Ordinance 2014-10 establishing a Parks and Recreation Commission and Ordinance 2014-11 which would clear up some inconsistencies in the town code and bring it in compliance with state allowed fines imposed by a municipal judge. He also read Ordinance 2014-12 by title and explained it would amend the Animals section of the code concerning animals running at large.

Town Manager Willis told Council there were vacant seats on both the Municipal Election Commission and the Design Review Board.

IV. IMPORTANT DATES AND INFORMATION:

- A. July 4, 2014, 5:00 pm – 4th of July Celebration at the Sands, Sponsored by the Town of Port Royal and the Historic Port Royal Foundation**

B. Wednesday, July 9, 2014, 6:30 pm - Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue

Town Manager Willis reviewed the list of important dates and information and added the welcoming celebration for the F35B squadrons on Friday, July 11th at the Waterfront Park in Beaufort.

Jane Abrams said she felt the new logo was great but she did not like the proposed tag-line. She suggested the tag-line be Cool. Coastal. Anchored in history.

Kathleen Bray expressed concerns about the trash at the skate park. She said the skaters needed to be included in the clean up process. Ms. Gray also told Council large items placed on the street for pickup were unsightly and said some changes needed to be made in the way these items are picked up.

Kristina Wetzel agreed with Councilmember Klein that roping off certain areas of the Sands might be beneficial for traffic control and safety. She said she was willing to help with problems at the skate park and said closing the park was not an option.

Councilmember Lee introduced county council candidate Joe McDermit.

ADJOURNMENT:

Councilmember Heyward moved to adjourn.

The workshop adjourned at 7:30 pm.

Respectfully submitted,



Tanya L. Payne
Municipal Clerk

In accordance with South Carolina State law, 1976, Section 30-4-80(d), as amended, notification of the workshop was posted on the town bulletin board two weeks before the workshop. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours prior to the workshop.

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

July 9, 2014

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

Staff Present: Planning Administrator Linda Bridges, Police Chief Alan Beach and Municipal Clerk Tanya Payne

Staff Absent: Town Manager Willis (vacation)

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 June 4, 2014
- B. Minutes from the Council Workshop of June 4, 2014
- C. Minutes from the Regular Council Meeting of June 11, 2014

Councilmember Heyward moved to adopt the minutes from the Public Hearing of June 4, 2014, the Council Workshop of June 4, 2014 and Regular Council Meeting of June 11, 2014. Councilmember Klein seconded the motion.

Councilmember DeLoach pointed out an error in the June 4, 2014 Workshop minutes which should have stated he expressed concerns about traffic making left turns on Ribaut Road in order to enter the new Parker's Gas Station.

A correction was made and the minutes approved by unanimous vote.

IV. PRESENTATION:

A. Branding Logo Presentation – Bruce Murdy, Rawl Murdy Associates

Bruce Murdy from Rawl Murdy Associates gave a power point presentation explaining how the branding process had been accomplished and showed the recommendation for the new town logo and tagline, *COOL. COASTAL. FAR FROM ORDINARY.* Mr. Murdy explained the branding process included much research, public charettes and on-line and face-to-face surveys. He also gave recommendations on how to get the new logo and tagline into the public-eye.

V. COUNCIL BRIEFING:

There was no briefing.

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 2014-7. An ordinance amending Chapter 19, "Traffic and Motor Vehicles", of the Code of Ordinances of the Town of Port Royal to include Section 19-___ Avoiding traffic control device prohibited

Planning Administrator Bridges read Ordinance 2014-7 by title and explained this ordinance would prohibit vehicle operators from using private parking lots, driveways, etc. to avoid a traffic control device.

Councilmember Lee moved to adopt Ordinance 2014-7 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

- B. Ordinance 2014-8. An ordinance annexing to the Town of Port Royal approximately 10 acres of real estate located in Beaufort County described as Beaufort County Tax District 100, Map 31, Parcels 201, 51 and 227 (located off Castle Rock Road)**

Planning Administrator Bridges read Ordinance 2014-8 by title and explained this ordinance would annex approximately ten acres located off Castle Rock Road. She showed the properties on the map and explained they are land locked properties and do not as of yet have addresses. Ms. Bridges read Ordinance 2014-9 and told Council the parcels would be zoned as T3 Neighborhood. She showed the property on the zoning map and pointed out the zoning of neighboring properties located in the town. She said the metro Planning Commission has unanimously recommended both the annexation and requested zoning.

Councilmember Lee moved to adopt Ordinance 2014-8 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

- C. Ordinance 2014-9. An ordinance to zone approximately 10 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 31, Parcels 201, 51 and 227, to be zoned as T3 Neighborhood (located off Castle Rock Road)**

Councilmember Klein moved to adopt Ordinance 2014-9 and Councilmember Lee seconded the motion.

Councilmember DeLoach expressed concerns about the possibility of apartments being built on the property.

Mayor Murray and Councilmembers Heyward, Lee and Klein voted yes.
Councilmember DeLoach voted no.

The motion carried.

VIII. FIRST READING:

- A. Ordinance 2014-10. An ordinance establishing a Town of Port Royal Parks and Recreation Commission**

Planning Administrator Bridges read Ordinance 2014-10 by title and explained this ordinance would create a Parks and Recreation Commission for the town.

Councilmember Heyward moved to adopt first reading of Ordinance 2014-10 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

- B. Ordinance 2014-11. An ordinance amending Chapter 14, Section 5 and Chapter 10, Section 78 of the Code of Ordinances of the Town of Port Royal to be consistent with State Code and Chapter 1 Section 8 of the Town Code as pertaining to allowable fees imposed by a municipal judge**

Planning Administrator Bridges read Ordinance 2014-11 by title and explained this ordinance would bring the town's fees charged by a municipal judge in compliance with state allowed fees.

Councilmember Lee moved to adopt first reading of Ordinance 2014-11 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

- C. Ordinance 2014-12. An ordinance amending Chapter 3, "Animals", of the Code of Ordinances of the Town of Port Royal, Sections 3-54 (a), 3-53 and 3-62**

Planning Administrator Bridges read Ordinance 2014-12 by title and explained it would allow a penalty for allowing animals to run at large in the town. She said this is already against the law but no penalty was attached to the issue. Upon passage of this ordinance, a penalty will be in place for the violation.

Councilmember Heyward moved to adopt first reading of Ordinance 2014-12 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

IX. COUNCIL'S ACTION:

A. Appointment:

- 1. Municipal Election Commission – appoint one**

There was no appointment at this time.

- 2. Design Review Board – appoint one**

There was no appointment at this time.

3. Select logo and tag line for branding effort

Phil Alling, Redevelopment Commission, recommended that Council adopt the logo and tagline as put forth by Rawl Murdy Associates.

Councilmember Lee moved to adopt the proposed logo and tagline for the Town and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

X. IMPORTANT INFORMATION AND DATES:

- A. Friday, July 11, 2014, 6 – 9 pm – F35BCommunity Celebration at the Waterfront Park in Beaufort**
- B. Monday, July 21, 2014 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- C. Wednesday, August 6, 2014, 6:30 – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- D. Wednesday, August 6, 2014, immediately following the scheduled Public Hearing – Council Workshop Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- E. Thursday, August 7, 2014, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- F. Wednesday, August 13, 2014, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers**
- G. Monday, August 18, 2014, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**

Planning Administrator Bridges reviewed the important information and dates.

XI. COUNCIL'S COMMENTS:

Councilmember Lee told those present it had been ruled that municipalities no longer needed to prepare an agenda for a scheduled meeting. He said the Municipal Association was advocating for agendas to be published as before and stated he agreed with that policy. Councilmember Lee told those present the official unveiling of the new town logo would be Friday night on the new jumbo screen at the Water Festival in honor of Commodore Brandy Gray who is from Port Royal.

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.

There were no comments at this time.

XIII. EXECUTIVE SESSION:

A. Receiving legal advice

Councilmember Lee moved to adjourn to executive session and Councilmember Heyward seconded the motion.

Council adjourned to Executive Session at 7:16 pm.

Council returned from Executive Session at 8:13 pm.

No further action was taken.

XIV. ADJOURNMENT:

The meeting adjourned at 8:13 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 meeting was posted on the town bulletin board two weeks prior to 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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