



**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*

COOL. COASTAL. FAR FROM ORDINARY.

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

**October 1, 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 6:30 pm and welcomed those present.

**II. COUNCIL BRIEFING:**

Town Manager Willis discussed the latest copy of the shrimp dock lease agreement. Council asked that this item to be placed on next week's agenda. Mr. Willis told Council the police department parking lot has been completed, and said work to repair drainage at 11<sup>th</sup> Street and Paris Avenue is underway. Mr. Willis discussed the two bids received for the Social Media Branding contract, said the proposed sidewalk plans for Waddell Road were being revised at the request of SCDOT and explained there were some problems with the requirements for federal grants but said he still plans to pursue the match grants. Mr. Willis said he was working with the county and SPA on location of the Spanish Moss Trail on the port property, said white goods pick-up door hangers were being prepared, a group of potential buyers are working with the SPA but the appraisal has not been released, landscaping at the newly renovated Police Department is in place and that staff has moved into the front part of the building. He said a dedication would be scheduled within the next month. Mr. Willis told Council the landscaping RFP has been sent out for bids and explained the indigent legal issue was going well.

### **III. REVIEW AGENDA FOR THE OCTOBER 8, 2014 COUNCIL MEETING:**

Town manager Willis told Council there would be a presentation of the Tree City Award and also a presentation by the Historic Port Royal Foundation at next week's meeting.

Town Manager Willis read Ordinance 2014-15 by title and explained the requested annexation meets the Town's future growth boundary and complies with the Future Land Use Map. He said the Metro Planning Commission had unanimously recommended the annexation and showed the property on the map. He pointed out the property in relation to surrounding properties already located in the Town. Mr. Willis read Ordinance 2014-15 to zone the property. He explained although the property owners had requested T4 NC zoning for the property the Metro Planning Commission had recommended T3 zoning.

Town Manager Willis read Ordinance 2014-17 by title and explained this would change the zoning for some properties on 7<sup>th</sup> and 8<sup>th</sup> Streets from T5 MS to T4 Neighborhood Center. He said staff had looked at the surrounding areas and decided it was more appropriate to soften the zoning which backed up to residential properties. Mr. Willis said this change was unanimously recommended by the Metro Planning Commission.

Town Manager Willis told Council a proclamation would be presented to National Alliance of Mental Illness, appointments were needed for the Municipal Election Commission and the Design Review Board and a decision was needed on making 12<sup>th</sup> Street one way during arrival and dismissal hours at the school. He also said two responses to the Social Media RFP had been received and they would need to make a decision for that contract.

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

#### **A. Wednesday, October 8, 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.

Councilmember Lee asked the status of the standardized business license form.

Craig Reaves from Sea Eagle Market read a letter from himself explaining the importance of the shrimping industry and the importance of the Port Royal Dock. He said he hoped to be an asset to the town and the seafood industry.

Kristina Wetzel asked questions about what is in the proposed lease.

Elizabeth Bergmann asked questions about whether or not the dock and the store would be leased separately and if the town wanted to keep the dock open.

Town Manager Willis explained the town did not plan to close the dock and that when the port is sold the dock would become the Town's property.

Judy Alling spoke in support of signing the lease with Craig Reaves and Sea Eagle Market.

**V. ADJOURNMENT:**

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

The workshop adjourned at 7:33 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 Hall bulletin board two weeks prior to 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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COOL. COASTAL. FAR FROM ORDINARY.

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

**October 8, 2014**

**Members Present:** Mayor Sam Murray, 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. PLEDGE OF ALLEGIANCE:**

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

**II. INVOCATION:**

Councilmember DeLoach offered the invocation.

**III. APPROVAL OF MINUTES:**

- A. Minutes from the Public Hearing of September 3, 2014**
- B. Minutes from the Council Workshop of September 3, 2014**
- C. Minutes from the Regular Council Meeting of September 10, 2014**

Councilmember Heyward moved to adopt the minutes from the Public Hearing of September 3, 2014, the Council Workshop of September 3, 2014 and the Regular Council Meeting of September 10, 2014. Councilmember Klein seconded the motion.

Mayor Murray pointed out an error on page 4, item 4 of the September 10<sup>th</sup> Council Meeting minutes where it stated Councilmember Klein had seconded the motion to

appoint Elizabeth Bergmann to the Redevelopment Commission when in fact it was Councilmember Lee who had seconded the motion.

The correction was made and the motion carried by unanimous vote.

#### **IV. PRESENTATION:**

##### **A. Tree City Award, Frances Waite, South Carolina Forestry Commission**

This item was held over to the November meeting.

##### **B. Historic Port Royal Foundation, Jim Crower, President and Phil Alling, Treasurer**

Jim Crower presented a \$10,000 check from the Historic Port Royal Foundation to the Town to help with maintenance cost on the town owned Union Church.

#### **V. FOR COUNCIL'S INFORMATION:**

##### **A. Beaufort Regional Chamber of Commerce update on the Military Enhancement Committee, Jimmy Boozer**

Frankie Denmark representing the Military Enhancement Committee thanked Council for their continued support and updated them on how the committee is working to protect the local bases.

#### **VI. COUNCIL BRIEFING**

There was no briefing at this time.

#### **VII. 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**

Dennis Feuerbacher said he felt leasing the shrimp dock was a win-win situation for both the town and the lessee.

Kayla Baker read a letter from Eagle Eye Fishing Boats encouraging Council to approve the lease of the docks to Craig Reaves of Sea Eagle Market.

Frank Blum spoke about the importance of the seafood industry in South Carolina and encouraged Council to approve leasing the dock to Craig Reaves.

Craig Reaves asked Council to give him the opportunity to make a difference at the dock. He said there was an out for each party in the contract if something didn't work out and said he would do a good job for the Town.

Sing Pappas asked Council to please keep the shrimp dock here and offered her assistance if she could help in any way.

Patty Crower explained she enjoys eating local fresh seafood and said she would like to see Sea Eagle (Craig Reaves) manage the dock and the retail market.

Bob Bender encouraged Council to adopt the lease agreement.

Shrimper David Chisholm discussed the importance of the dock to area shrimpers and asked Council to "give it a chance".

#### **VIII. FIRST READING ORDINANCES:**

- A. Ordinance 2014-15. An ordinance annexing to the Town of Port Royal approximately 3.94 acres of real estate located in Beaufort County described as Beaufort County Tax District 100, Map 28, Parcel 100A (located at 547 Broad River Blvd)**

Town Manager read Ordinance 2014-15 by title and showed the property on the map. He said the annexation complies with the Town's Future Land Use Map and Future Growth Boundary Map. Mr. Willis told Council the Metro Planning Commission had unanimously recommended the annexation.

Town Manager Willis read Ordinance 2014-16 by title and explained the Metro Planning Commission reviewed the request for T4 NC zoning. He explained the commission recommended T3 N zoning for the property.

Councilmember Lee moved to adopt first reading of Ordinance 2014-15 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

- B. Ordinance 2014-16. An ordinance to zone approximately 3.49 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 28, Parcel 100A, to be zoned as T4 Neighborhood Center(T4NC) (located off 547 Broad River Blvd)**

Councilmember Heyward moved to adopt first reading of Ordinance 2014-16 with the T3 N zoning. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

- C. Ordinance 2014-17. An ordinance to rezone in the Town of Port Royal, South Carolina, approximately 3.68 acres as shown and described as Beaufort County Tax District 113, Map 11, Parcel 206 and Beaufort county Tax District 110, Map 11, Parcels 67B, 73, 68, 69, 69A, 70, 67A, 72, 71, 261, 352, 80, 81, 82 and 427 to be rezoned from T5 Main Street (T5 MS) to T4 Neighborhood Center (T4 NC) (various addresses on 7<sup>th</sup> and 8<sup>th</sup> Streets between Paris and London Avenues)**

Town Manager Willis read Ordinance 2014-17 by title and showed the property on the map. He said these properties were located on 7<sup>th</sup> and 8<sup>th</sup> Streets between London and Paris Avenues. Mr. Willis said this change would be more in sync with the neighborhood and that the Metro Planning Commission had recommended the change. He explained this change would take the zoning from T5 MS (Main Street) to T4 NC (Neighborhood Center).

Councilmember Klein moved to adopt first reading of Ordinance 2014-17 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

#### **IX. PROCLAMATION:**

- A. NAMI, National Alliance of Mental Illness, Beaufort County Division, Suzanne Hassett**

Mayor Murray read a proclamation proclaiming October 5<sup>th</sup> through October 11<sup>th</sup> as Mental Illness Awareness Week in the Town of Port Royal and presented it to Suzanne Hassett who was representing the National Alliance of Mental Illness.

Ms. Hassett thanked the Mayor and Council for its support of Mental Health Awareness.

#### **X. COUNCIL'S ACTION:**

- A. Appointment:**
  - 1. Municipal Election Commission – appoint one**
  - 2. Design Review Board – appoint one**

There were no appointments at this time.

**B. Decision on making 12<sup>th</sup> Street one-way during certain hours on school days**

Town Manager Willis told Council the trial period for making 12<sup>th</sup> Street one-way during drop-off and pick-up times at the school had gone well. He said the School Improvement Committee and the Police Department were pleased with the results.

**C. Social Media Contract**

Town Manager Willis explained that responses for the social media RFP were received from Rawl Murdy in the amount of \$3,000 per month and SK & Associates in the amount of \$699 per month. He explained the Redevelopment Commission recommended Rawl Murdy for the contract with a cap of \$2,500 per month. Mr. Willis said Rawl Murdy had declined the reduction. He said the SK & Associates quote was for a period of three months only.

Councilmember Klein moved to try SK & Associates for the three month period and see how it plays out. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

**D. Shrimp Dock Contract**

Town Manager Willis explained the most up-to-date version of the shrimp dock lease had been given to Council for review. He said he had been working with attorneys as late as 5:30 today.

Council asked questions and discussed concerns they had concerning the length of the lease, possible interference with sale of the port property, sub-leasing the dock and termination of the lease should either party choose to do so.

Councilmember Heyward moved to not accept the lease agreement and Councilmember Klein seconded the motion.

Councilmembers DeLoach, Heyward and Klein voted yes.

Mayor Murray and Councilmember Lee voted no.

The motion carried.

**XI. IMPORTANT INFORMATION AND DATES:**

- A. Saturday, October 11, 2014, 4:30 pm – Port Royal Volunteer Picnic at “The Shed”**

Town Manager Willis explained the town did not plan to close the dock and that when the port is sold the dock would become the Town's property.

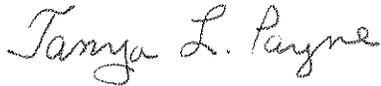
Judy Alling spoke in support of signing the lease with Craig Reaves and Sea Eagle Market.

**V. ADJOURNMENT:**

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