

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

September 3, 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 2014-13. An ordinance amending Chapter 19, Article I. of the Code of Ordinances of the Town of Port Royal concerning parking, storage or use of campers or other major recreational equipment**

Town Manager Willis read Ordinance 2014-13 by title and explained the ordinance would move the section pertaining to campers and other major recreational equipment from the Zoning Chapter of the town code to the more appropriate Traffic and Motor Vehicles Chapter. He said the content was not being changed.

- B. Ordinance 2014-14. An ordinance amending Article 5, Section 5.9.100, Table B, Section 5.9.170; Article 9, Section 9.1.40 and Article 2, Section 2.5.20 of the Port Royal Code adopted May 14, 2014**

Town Manager Willis read Ordinance 2014-14 by title and explained this is a clean-up ordinance to address a scribers' error and also address some exemptions pertaining to signs and subdivision plats.

Planning Administrator Bridges explained this ordinance would remove the requirement for political and real estate signs to be permitted. She further explained the ordinance would give a more concise list of reasons for stamping subdivision plats bringing the town in sync Beaufort County Auditor' office.

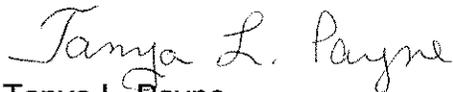
III. COMMENTS:

There were no comments at this time.

IV. ADJOURNMENT:

There being no further comment, the Public Hearing adjourned at 6:37 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 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 news media and posted at the meeting 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.

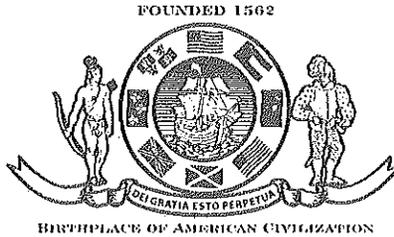
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Minutes Council Workshop Yvonne C. Butler Council Chambers, 700 Paris Avenue

September 3, 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 6:38 pm.

II. COUNCIL BRIEFING:

Town Manager Willis told Council Andrula Wieland, events coordinator, who was working with the Old Village Association would be present at next week's council meeting to request funds and police assistance for the upcoming OCKTOPRFEST on October 17th and 18th. Mr. Willis said he was working with Mr. Reaves concerning lease of the dock. He said they had requested air conditioning for the retail store and said the dock needs to be made structurally sound. Mr. Willis discussed a sink hole at 11th Street and Paris Avenue, removing the sediment island from the Duck Blinds Pond, and said the RFP was out for the social media element of the branding effort. He also discussed proposed sidewalk for Waddell Road, the Spanish Moss Trail and said several proposals have been made for purchase of the port property. Mr. Willis said they are still awaiting the appraisal of the port property. Mr. Willis said the front section of the police station was finished and staff would be moving into those offices to allow work at the rear of the building, said problems at the Sands have slowed down, the landscaping RFP would go out in October, he was working with Mr. Harris on the next shark tooth hunt at the Sands and said he was considering the first Monday or Friday of each month for bulk pickup.

III. REVIEW AGENDA FOR THE SEPTEMBER 10, 2014 COUNCIL MEETING:

Town Manager Willis read Ordinance 2014-13 and said it was basically a clean-up ordinance which would move some items from the zoning chapter of the town code to the more appropriate traffic and motor vehicle section. He said Ordinance 2014-14 would correct a scribes' error in the new Port Royal Code and make changes to allow political and real estate signs on private property without a permit. Mr. Willis told Council seats needed to be filled on the Municipal Election Commission, the Design Review Board, the Redevelopment Commission and the newly formed Parks and Recreation Commission. He further stated they would be asked to approve a Memorandum of Agreement between the Police Department and CODA.

IV. IMPORTANT DATES AND INFORMATION:

- A. Saturday, September 6, 2014, 6:00 pm – Street Music on Paris Avenue featuring *Karp Foley Band*, between 9th and 10th Streets on Paris Avenue**
- B. Wednesday, September 10, 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 MASC Regional Advocacy meeting to be held at "The Shed" on September 30th.

Councilmember Joe Lee welcomed County Council candidate Alice Howard to the meeting and invited everyone to attend the lecture on Santa Elena being held at the Union Church on September 8th at 6:00 pm.

Councilmember Klein said a new town map using the newly designed town logo was underway.

V. ADJOURNMENT:

The workshop adjourned at 7:10 pm.

Respectfully submitted,



Tanya L. Payne
Municipal Clerk

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Council Workshop
September 3, 2014

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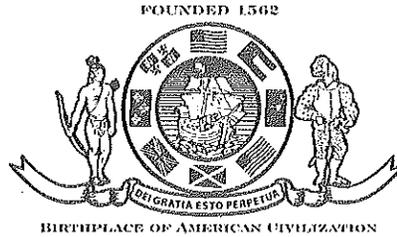
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Minutes Regular Council Meeting Yvonne C. Butler Council Chambers, 700 Paris Avenue

September 10, 2014

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

Members Absent: Councilmember Mary Beth Heyward (out of town)

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 August 6, 2014
- B. Minutes from the Council Workshop of August 6, 2014
- C. Minutes from the Regular Council Meeting of August 13, 2014

Councilmember Lee moved to adopt the minutes from the Public Hearing of August 6, 2014, the Council Workshop of August 6, 2014 and the Regular Council Meeting of August 13, 2014. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

IV. FOR COUNCIL'S INFORMATION:

A. Beaufort Regional Chamber of Commerce update on the Military Enhancement Committee, Blakely Williams, President and CEO

Town Manager Willis explained due to unforeseen events the MEC session was postponed until the October meeting.

V. COUNCIL BRIEFING:

Town Manager Willis told Council there have been four offers for purchase of the port property. He said these prospects were working with the Port's Authority and that the new appraisal has been completed but not released. Mr. Willis the 2011 development plan which was approved by Council is still in effect. Mr. Willis asked Council to review proposals from Adams Outdoor Advertising concerning the new logo. He said the social media RFP's were due next week.

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

Jim Crower discussed the empty businesses in Port Royal and encouraged Council to approve the lease of the dock and retail store to the Reaves family.

Patty Crower spoke in support of leasing the dock and the retail store to the Reaves family.

Bob Bender said he had been working with the Sea Eagle Market and felt leasing the dock and retail store to the Reaves family would be beneficial to the town. He asked Council to sign the contract with the Sea Eagle Market.

John Ellerbe urged Council to vote in favor of the contract with the Reaves family.

Kristina Wetzel urged Council to vote for the contract.

VII. SECOND READINGS:

A. Ordinance 2014-13. An ordinance amending Chapter 19, Article I. of the Code of Ordinances of the Town of Port Royal concerning parking, storage or use of campers or other major recreational equipment

Town Manager Willis read Ordinance 2014-13 by title and explained with adoption of the new Port Royal Code, some items needed to be moved to more appropriate sections of the Code of Ordinances. He explained this ordinance would move regulations concerning parking and storage of campers and other recreational equipment from the zoning section to the traffic and motor vehicles section of the code.

Councilmember Lee moved to adopt Ordinance 2014-13 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

B. Ordinance 2014-14. An ordinance amending Article 5, Section 5.9.100, Table B, Section 5.9.170; Article 9, Section 9.1.40 and Article 2, Section 2.5.20 of the Port Royal Code adopted May 14, 2014

Town Manager Willis read Ordinance 2014-14 by title and explained this ordinance would also make changes relating to the adoption of the form based code. He said the changes included correcting a scribes' error and changes to requirements for real estate and political signs.

Councilmember Lee moved to adopt Ordinance 2014-14 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

VIII. COUNCIL'S ACTION:

A. Appointment:

1. Municipal Election Commission – appoint one

There was no appointment at this time.

2. Design Review Board – appoint two

Councilmember Lee moved to reappoint Rob Merchant to the Design Review Board and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

3. Parks and Recreation Commission – appoint five

Councilmember Lee moved to appoint Laurel Rhoden to a one year term on the Parks and Recreation Commission. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

Councilmember Klein moved to appoint Lundy Baker to a two year term on the Parks and Recreation Commission. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

Councilmember Lee moved to appoint Samuel Smalls to a two year term on the Parks and Recreation Commission. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

Councilmember Klein moved to appoint Jane Abrams to a one year term on the Parks and Recreation Commission. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

Councilmember Lee moved to appoint Lisa Redwine to a one year term on the Parks and Recreation Commission. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

4. Redevelopment Commission – appoint one

Councilmember Klein moved to appoint Elizabeth Bergmann for a two year term on the Redevelopment Commission. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

B. CODA Memorandum of Agreement

Town Manager Willis explained this was a request for renewal of an agreement with CODA. He said this agreement has been in effect for many years.

Councilmember Lee moved to approve the Memorandum of Agreement with CODA and Councilmember Klein seconded the motion.

C. Consideration of OVA's request for OKTOPRFEST support

Nancy Plank, Old Village Association chairperson asked Council for consideration of financial support for the upcoming OKTOPRFEST and updated them on the progress of revamping the Old Village Association. She said the by-laws have been updated, all bills are paid and the application to regain their nonprofit status has been submitted. Ms. Plank told Council the festival will include an adults only event at "The Shed" on October 17th and Family Day on Paris Avenue on the 18th.

Eric Fennell, treasurer of OVA said the group would be holding a membership drive after the festival. He said they hoped to eventually be financially able to purchase items the group now rents for the festivals.

Town Manager Willis explained the OVA was requesting \$5,000 to be used for advertising, entertainment and equipment rentals plus approximately \$1,750 for event manager fees. He said the total would be \$6,750 plus in-kind fees for the Police Department and Public Works.

Councilmember Klein moved to approve \$6,750 in funding to the OVA for the OKTOPRFEST and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

D. Contract approval for dock

Town Manager Willis told Council some changes had been made to the lease agreement for the dock at the suggestion of Craig Reaves. He said some numbers had been changed as indicated in the most recent copy which was sent for Council's review earlier in the week.

Mayor Murray pointed out that Councilmember Heyward was absent and said he did not feel comfortable making a decision without a full council.

Councilmember Klein expressed concerns about the lease and said he could not vote for it at this time.

Councilmember Lee discussed the issue and said it was time to move forward.

Councilmember DeLoach said five years was too long for the lease considering the possible sale of the port. He said this issue should be held over for two or three months.

Mayor Murray said he would like to hold off until all questions are answered concerning the lease. He asked Town Manager Willis to continue working on this issue until all questions are answered.

Councilmember DeLoach moved to hold off the decision on the lease of the dock for at least three months.

After much discussion Council decided that Town Manager Willis would continue working with Mr. Reaves on the lease until issues were ironed out.

Councilmember DeLoach withdrew his motion.

IX. IMPORTANT INFORMATION AND DATES:

- A. Monday, September 15, 2014 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- B. Saturday, September 20, 2014, 6:30 pm – Street Music on Paris Avenue featuring *Bonnie Bishop*, between 9th and 10th Streets on Paris Avenue**
- C. Tuesday, September 30, 2014, 11:00 am – MASC Regional Advocacy Meeting at “The Shed”, 809 Paris Avenue**
- D. Wednesday, October 1, 2014, 6:30 – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- E. Wednesday, October 1, 2014, immediately following the scheduled Public Hearing – Council Workshop Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- F. Thursday, October 2, 2014, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- G. Wednesday, October 8, 2014, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers**
- H. Monday, October 20, 2014, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**

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

Town Manager Willis told those present Pulte Homes would be building a home for a Wounded Warrior in Shadow Moss. He explained the town will waive permit fees, inspection fees and has authorized over-time costs for the inspections. He said the house would be ready to move into in November. Mr. Willis said there had been a surprise revealing and reception for this worthy family this morning at the site

X. COUNCIL’S COMMENTS:

Councilmember Klein asked what the town needed to do to be included in the Bailey Bill. He explained this bill would allow taxes to be frozen for ten years on homes at least fifty years old when the owner provides seventy-five percent of the current value toward rehabilitation of the house.

Town Manager Willis explained he was working with the county to have the town’s historic homes included in the funding. He said he had spoken with County Administrator Gary Kubic who said there should not be a problem including the town in the bill.

Councilmember Klein told those present the School Improvement Council of Port Royal Elementary has requested that 12th Street be turned into a one way street during drop off and pick up hours at the school. He said barricades would be used and asked if the town might provide signs stating this in the area.

Councilmember Klein also said the SIC was checking into making the school an environmental school of choice in hopes of increasing the attendance. He said they were looking for a date to unveil the historic designation sign at the school.

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.

Former Mayor and Councilmember Henry Robinson told Council he was very pleased with the sign at the boardwalk naming the boardwalk in his honor.

Mayor Murray said a dedication of the sign is being planned in the near future.

Bob Bender told Council he was working on an outline for a new estuarium website and asked for inclusion when the town begins its social media presence. He said salt water aquariums had been placed in the third grade classrooms at Riverview School.

XII. ADJOURNMENT:

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

The meeting adjourned at 7:50 pm.

Respectfully submitted,



Tanya L. Payne
Municipal Clerk

In accordance with South Carolina Code of Laws, notification of the meeting was posted on the town bulletin board two weeks before the meeting date. 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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