



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

September 2, 2015

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

Staff Present: Town Manager Van Willis, Police Lt. Andre Massey and Municipal Clerk Tanya Payne

I. CALL TO ORDER:

Mayor Murray called the workshop to order at 6:30 pm and welcomed those present. He held a moment of silence in memory of employee Dan Lemieux who passed away August 30th.

II. COUNCIL BRIEFING:

Town Manager Willis told Council the needs assessment list which was read at last month's meeting had been formally forwarded to Lowcountry Council of Governments for consideration. He said the grant application would be ready for the spring cycle. Mr. Willis said the Parks & Recreation Committee was working with contractors for playground equipment to be placed at the Naval Heritage Park. He told Council rejuvenating the tennis court would cost approximately one-hundred to one hundred fifty thousand dollars so the town was considering using the new paving material for the court, they were considering taping The Shed for pickle ball courts and said tables have already been added at the Live Oaks Park. He said staff was working toward a tree ordinance which would not discourage development but would still allow for a tree fund for replacement trees. Mr. Willis told Council he had had a conference call with the proposed port buyers but still had not received requests from them to amend the development agreement. He explained the buyers are inside their 120 days due diligence period. Mr. Willis said he was still working to restore electricity and fuel service at the recently burned seafood market and warehouse, the new pot hole patching material has arrived, the police department is working to solve problems with

traffic at the new Montessori school, discussed the study for creating an Historic District, discussed the Spanish Moss Trail, said there would be a CIP meeting on September 9th, discussed stormwater management saying the Beaufort County Natural Resources Council was still working on the rate study for next year and the speed bump has been ordered for Edinburgh Avenue.

III. REVIEW AGENDA FOR THE SEPTEMBER 9, 2015 COUNCIL MEETING:

Town Manager Willis read Ordinance 2015- 22 by title and showed the property on the map. He said the requested zoning of T3 Neighborhood meets the standards of the future land use map and said the Metro Planning Commission had recommended the rezoning with one member opposed.

Town Manager Willis told Council three reappointments were needed for the Parks and Recreation Commission, two for the Design Review Board and one for the Zoning Board of Adjustments and Appeals. Councilmember Klein said an appointment was also needed for the Historic Preservation Board.

IV. IMPORTANT DATES AND INFORMATION:

- A. Wednesday, September 9, 2015, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**

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

Councilmember Klein expressed concerns about lack of birds at the Cypress Wetlands.

Town Manager Willis said he would have Naturalist, Bridget Lussier check out the problem.

IV. ADJOURNMENT:

Councilmember Heyward moved to adjourn.

The workshop adjourned at 7:36 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 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**

September 9, 2015

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 Lt. 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 August 12, 2015**
- B. Minutes from the Regular Council Meeting of August 12, 2015**

Councilmember Lee moved to adopt the minutes from the Public Hearing of August 12, 2015 and the Regular Council Meeting of August 12, 2015. Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

IV. COUNCIL BRIEFING:

Town Manager Willis explained due to very few birds in the Cypress Wetlands Naturalist, Bridget Lussier had toured the wetlands and reported some problems she found. He said the report described masses connecting the islands to the main land which allowed predator's access to the islands. Mr. Willis said there were also invasive plant species in the wetlands. He explained samplings of the water would be taken for testing, said he would ask State Management to evaluate the invasive species and the land masses would be removed.

Town Manager Willis told Council he had received an estimate for twelve overhead lights plus labor to be placed in The Shed at a cost of four-thousand dollars. He said he was moving forward with the work which should be completed in a few days. Mr. Willis told Council the floor of The Shed had been measured and plans were set to tape off two pickleball courts in the building. He explained a Pickleball League sponsored by the YMCA would use the courts. Mr. Willis said some new picnic tables had already been placed at the Live Oaks Park and the tennis courts have been completely cleaned. He explained the new patching material would be used to repair the courts. Mr. Willis said this material has already been used on the basketball court at John Parker Park and if it holds up well it will be used on the tennis courts. He said both courts would then be repainted and striped.

Town Manager Willis told those present a Spanish Galleon presently docked at St. Augustine might possibly be coming to Port Royal in October. He said the 160 foot long and 175 foot tall ship would be a good opportunity to draw visitors into the town.

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 2015-22. An ordinance to rezone in the Town of Port Royal, South Carolina, approximately 5.29 acres as shown and described as Beaufort County Tax District 112, Map 28, Parcel 110 and Beaufort County Tax District 112, Map 31, Parcel 1 to be rezoned from T4 to T3 Neighborhood (located south of 128 Castle Rock Rd.)**

Town Manager Willis read Ordinance 2015-22 by title and showed the property on the map. He said the Metro Planning Commission had recommended the rezoning by a vote of five to one.

Councilmember Heyward moved to adopt first reading of Ordinance 2015-22 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

B. Ordinance 2015-23. An ordinance amending Article II., Section 20-30, replacement of trees of the Code of Ordinances of the Town of Port Royal, South Carolina

Town Manager Willis read Ordinance 2015-23 by title and explained this ordinance would create a method for removal of trees on commercially developed property. He read the body of the ordinance and explained this would apply when four or more parcels are to be developed. Mr. Willis said funds received would be put into a tree fund which would be used to help restore the town's tree canopy.

Councilmember Klein suggested that specifics of how the funds would be used be included in the ordinance. He also suggested the tree fund be named for Dan Lemieux, an employee who was instrumental in developing the fund and had recently passed away. He explained Mr. Lemieux was instrumental in acquiring the town's Tree City designation and was in fact working toward establishing the fund prior to his death.

Councilmember Heyward moved to adopt first reading of Ordinance 2015-23 with the stipulation the fund be named the Dan Lemieux Tree Fund. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

VII. COUNCIL'S ACTION:

A. Appointment:

1. Parks and Recreation Commission – reappoint three

Councilmember Lee moved to reappoint Jane Abrams, Lisa Redwine and Laurel Rhoten to two year terms on the Parks and Recreation Commission. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

2. Design Review Board – reappoint two

Councilmember Lee moved to reappoint Judy Alling to a two year term on the Design Review Board and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**3. Zoning Board of Adjustments and Appeals – reappoint one
(1 year term)**

There was no appointment at this time.

VIII. IMPORTANT INFORMATION AND DATES:

- A. Saturday, September 12, 2015, 6:00 pm – Street Music on Paris Avenue featuring *Harper & Midwest Kind*, between 9th and 10th Streets on Paris Avenue**
- B. Tuesday, September 15, 2015, 4:00 pm – Redevelopment Commission Meeting, Town Hall, 700 Paris Avenue**
- C. Tuesday, September 15, 2015, 5:30 pm – Parks and Recreation Commission Meeting, Town Hall, 700 Paris Avenue**
- D. Monday, September 21, 2015, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- E. Friday & Saturday, September 25th and 26th, 2015 – Oktoprfest sponsored by the Town of Port Royal and the Old Village Association, Friday, Party Port Royal Style, 6:00 pm until 10:00 pm (adults only) – Saturday, Oktoprfest, 11:00 am until 5:00 pm**
- F. Saturday, September 26, 2015, 6:00 pm, Street Music on Paris Avenue featuring *Professor Louie & The Crowmatix*, between 9th and 10th Streets on Paris Avenue**
- G. Monday, September 28, 2015, 5:00 pm – Municipal Election Commission, Town Hall 700 Paris Avenue**
- H. Wednesday, October 7, 2015, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers**
- I. Wednesday, October 7, 2015, immediately following the scheduled Public Hearing – Council Workshop, Yvonne C. Butler Council Chambers**
- J. Wednesday, October 14, 2015, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers, Paris Avenue**
- K. Monday, October 19, 2015, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**

Town Manager Willis reviewed the list of important information and dates. He added the Habitat for Humanity 25th Anniversary Celebration at The Shed on September 17, 2015 from 6:00 pm until 9:00 pm.

Town Manager Willis told Council he and Mayor Murray had met with the Executive Committee of Beaufort County Council concerning LOST. He said Port Royal, Beaufort and one Hilton Head representative said the LOST deserves a vote. Mr. Willis further discussed this option and said he was not sure what would happen with this issue.

IX. COUNCIL'S COMMENTS:

Councilmember DeLoach asked for an update on the port.

Town Manager Willis said he had spoken with the proposed port buyers last week and said they did not yet have a development plan for the property. He explained their due diligence closes October 31st at which time they would need to pay non refundable funds. He said they had not yet provided a list of changes to the Development Agreement and explained if the property does not sell by the end of this year it would go to auction.

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.

There were no comments at this time.

XI. ADJOURNMENT:

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

The meeting adjourned at 7:09 pm.

Respectfully submitted,



Tanya L. Payne
Municipal Clerk

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