Council

Samuel E. Murray
Mayor

Tom Klein
Mayor Pro Tempore

Jerry Ashmore
Vernon DeLoach
Mary Beth Heyward

PORT ROYAL
EST. 1562
COOL. COASTAL. FAR FROM ORDINARY.

Van Willis
Town Manager

T. Alan Beach
Chief of Police

Jeffrey S. Coppinger
Operations

Linda Bridges
Planning

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

January 6, 2016

Members Present: **Mayor Sam Murray and Councilmembers Jerry Ashmore, Vernon DeLoach, Mary Beth Heyward 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 said the county is asking for a decision on how the town will calculate stormwater cost. He recommended adopting Option E from the Stormwater Study and explained he was not ready to decide what the town's stormwater rate would be. Mr. Willis said he did not think there would be enough work in Port Royal alone to hire a stormwater employee but said a stormwater employee might be shared with other municipalities.

Town Manager Willis told Council the Ribbon Cutting for the Spanish Galleon at Naval Heritage Park had gone well and said the playground equipment was being well used. He said there might be a need for some fencing at that park. Mr. Willis said the Shed would be taped for Pickleball courts and a demonstration for the sport would be held on January 29th. He said the Parks and Recreation Commission was reaching out to other organizations on ways to better manage the skate park. Mr. Willis said the Port Royal Baptist Church has agreed to host Wi-Fi at the Skate Park which would allow for security cameras there. He said basketball backboards for the John Parker Park are on order.

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Town Manager Willis said the port property is now in possession of the State's General Services Department. He said a new appraisal would be done on the property, demolition of the burned buildings at the shrimp dock has been done, the town has received the proceeds from the insurance settlement but explained details needed to be worked out as to how the funds will be allocated. Mr. Willis said he has asked the town attorney to check into this. He explained three bids were received for pothole repair in the town and he would have a recommendation at next week's meeting, staff will be working to place a three-way stop at Edinburgh Avenue and Ritter Circle, the speedbump will be installed at another location, walkways in the Cypress Wetlands will be power washed, clearing at the Wetlands has already made a visual impact, still working on a scope of work needed at the boardwalk. Mr. Willis discussed an update on the capital improvements program and said he would be doing a presentation to the Capital Sales Tax Commission. He said council would be discussing entryway signs along with other signs at the retreat in March and said the signs for recognition of businesses that have completed their Port Royal Pride projects are in hand.

Mare Baracco spoke in opposition of the proposed animal control ordinance and suggested it might benefit the town if it created its own ordinance.

III. REVIEW AGENDA FOR THE JANUARY 13, 2015 COUNCIL MEETING

Town Manager Willis told Council the audit report would be presented be at next week's meeting.

Town Manager Willis read Ordinance 2015-27 by title and said the ordinance had been discussed at the December meeting but Council had tabled it until it could be discussed at tonight's workshop. He said ordinances that would address requirements for having domestic fowl in the town and leashing and fecal pickup would be available next week.

Town Manager Willis told Council they would need to make appointments to the Historic Preservation Commission, take action on the Stormwater Rate Structure and approve a contract for road repairs.

IV. IMPORTANT DATES AND INFORMATION:

A. Wednesday, January 13, 2016, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue

Town Manager Willis reviewed the list of important information and dates. He explained the Public Hearing and Council Workshop have been moved to Thursday, February 4th because Council will be in Columbia on Wednesday for Hometown Legislative Action Day.

County Councilmember Alice Howard asked those present to bring any ideas they might have on Economic Commerce to County Council for consideration. She also asked for thoughts on whether they thought the county should join an Economic Alliance.

John Keller, Edinburgh Ave., spoke concerning the speedbump which was removed from Edinburgh Avenue and asked that the town consider the residents of that street. He also discussed a stop sign at the end of Columbia Avenue and one at the end of 12th Street looking into the marsh and said they were unnecessary.

Jim Crower, Shipwright Circle, spoke in favor of adopting the County's animal control ordinance and said it would then be clear who should be called for enforcement.

Terry Carter, 9th Street, suggested the seven flags that have flown over Port Royal be displayed in the town to show the history of Port Royal.

Mayor Murray asked that the flags be added for discussion at the upcoming Council Retreat.

V. ADJOURNMENT:

Councilmember Heyward moved to adjourn.

The workshop adjourned at 7:26 pm.

Respectfully submitted,

Tanya L. Payne

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 location twenty-four hours prior to the workshop.

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

January 13, 2016

Members Present:	**Mayor Sam Murray and Councilmembers Jerry Ashmore, Vernon DeLoach and Tom Klein**
Members Absent:	**Councilmember Mary Beth Heyward**
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 Regular Council Meeting of December 9, 2016

Councilmember Klein moved to adopt the minutes from the Regular Council Meeting of December 9, 2015 and Councilmember Ashmore seconded the motion.

The motion carried by unanimous vote.

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IV. AUDIT REPORT – Crowley, Wechsler and Associates LLC

Lisa Wechsler presented an overview of the 2014/2015 Annual Audit Report. She reviewed the report section by section and answered Council's questions. Ms. Wechsler explained how the new GASB requirements affect the budget and told Council the Government Financial Officer's Association's recommends municipalities to maintain twenty-five percent in unassigned net assets. She said the town currently has twenty-six percent unassigned assets.

V. COUNCIL BRIEFING:

Town Manager Willis said he has started discussion with the Ports Authority concerning the settlement on the burned buildings and how the proceeds will be handled. He said they would be scheduling a meeting in the next few weeks to work out details.

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. FIRST READING:

A. Ordinance 2015-27. An ordinance of the Town of Port Royal, South Carolina deleting Chapter 3, Animals, from the Code of Ordinances of the Town of Port Royal, and replacing it with a new Chapter 3, Animals

Town Manager Willis read Ordinance 2015-27 by title and explained this ordinance would adopt Beaufort County's animal ordinance. He said next month's agenda would include a memorandum of understanding which would allow the county to provide animal control services in the town.

Councilmember Klein moved to adopt first reading of Ordinance 2015-27 and Councilmember DeLoach seconded the motion.

The motion carried by unanimous vote.

B. Ordinance 2016-1. An ordinance adding Section 10-12 to Chapter 10, Article 1 of the Code of Ordinances of the Town of Port Royal, South Carolina concerning the leashing of and feces removal for animals within the town limits

Town Manager Willis read Ordinance 2016-1 by title and explained these issues were not addressed in the county ordinance but said this would allow for them to be handled by the town's police department. He said this ordinance would be placed in the Health and Sanitation chapter of the Town Code.

Councilmember Klein said this ordinance states that animals must be leashed in all areas of town when it should be at the Sands Beach only. He explained the county ordinance covers all areas except the Sands.

Councilmember Klein moved to adopt first reading of Ordinance 2016-1 to specify leashing only at the Sands Beach. Councilmember Ashmore seconded the motion.

The motion carried by unanimous vote.

C. Ordinance 2016-2. An ordinance amending Article 4, Section 4.3.60 uses customarily accessory to both residential and non-residential facilities: of The Port Royal Code adopted May 14, 2014

Town Manager Willis read Ordinance 2016-2 by title and explained Section 4-3-60 of the town code concerning chickens is currently located in the Animals chapter... He explained, since this chapter will be deleted with adoption of Ordinance 2015-27 the provision to allow chickens under certain circumstances will be moved to the Port Royal Code.

Councilmember Klein moved to adopt first reading of Ordinance 2016-2 and Councilmember Ashmore seconded the motion.

The motion carried by unanimous vote.

VIII. RESOLUTION:

A. Resolution 1-2016. A resolution approving financing terms for one dump truck and one police car with equipment

Town Manager Willis read Resolution 1-2016 by title and said this resolution explains the terms for funding the purchase of a dump truck and police car police car with equipment which were approved at the Council Retreat in March.

Councilmember Klein moved to adopt Resolution 1-2016 and Councilmember Ashmore seconded the motion.

The motion carried by unanimous vote.

IX. COUNCIL'S ACTION:

A. Appointments:

1. Historic Preservation Commission – appoint 3; reappoint 1

Councilmember Klein moved to reappoint Buddy Brown to the Historic Preservation Commission and Councilmember Ashmore seconded the motion.

The motion carried by unanimous vote.

Councilmember Klein recommended Julia Peters, Terry Carter and Louanne Howard to fill vacancies on the Historic Preservation Commission.

Councilmember Ashmore moved to appoint Julia Peters, Terry Carter and Louanne Howard to the Historic Preservation Commission and Councilmember DeLoach seconded the motion.

The motion carried by unanimous vote.

2. Action on Storm water Rate Structure

Town Manager Willis explained all of Beaufort County had been evaluated over the past few months in order it decide how stormwater fees should to be accessed. He said there are different options to create revenue and that Beaufort County has recommended Option E. He said the town was not yet ready to establish its new stormwater rate.

Councilmember Klein moved to adopt Option E from the Stormwater Rate Study to be used in establishing the town's stormwater rate. Councilmember Ashmore seconded the motion.

The motion carried by unanimous vote.

3. Approval of road repair contract

Town Manager Willis said Atlantic Asphalt had submitted the lowest bid of $37,147 for pothole repair in the town. Mr. Willis said he and the Town Engineer had met with the

contractor and established a unit price for the work which would allow for repair of other areas not on the current list.

Councilmember Ashmore moved to adopt the road repair contract with Atlantic Asphalt in the amount of $37,147. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

Lt. Massey introduced newly hired Police Officers Oscar Costanos and Stephen Domino.

X. IMPORTANT INFORMATION AND DATES:

A. Monday, January 18, 2016 – Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of Martin Luther King Day
B. Tuesday, January 19, 2016, 4:00 pm – Redevelopment Commission Meeting, Town Hall, 700 Paris Avenue
C. Tuesday, January 19, 2016, 5:30 pm – Parks and Recreation Commission Meeting, Town Hall, 700 Paris Avenue
D. Wednesday, February 3, 2016 – Hometown Legislative Action Day in Columbia, SC
E. Thursday, February 4, 2016, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue
F. Thursday, February 4, 2016, immediately following the scheduled Public Hearing - Council Workshop, Yvonne C. Butler Council Chambers, 700 Paris Avenue
G. Wednesday, February 10, 2016, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers, Paris Avenue
H. Monday, February 15, 2016, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street

Town Manager Willis reviewed the list of important dates and information. He reminded Council of the upcoming Council Retreat on March 12, 2016.

XI. COUNCIL'S COMMENTS:

Councilmember Klein said he has been working with OVA on the light pole banners they are giving to the town and showed the banner designs. There were three different designs incorporating the town's new logo. He also told those present the Port Royal Elementary School's School Improvement Committee is in the ten finalists for the Dunkle & Turnkey Award as one of the top committees in the state.

Councilmember DeLoach thanked everyone for the out pouring of cards, prayers, food, etc. his family received at the death of his grandson.

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.

Darryl Owens, speaking on behalf of residents of Shadow Moss, asked Council to petition SCDOT for establishing turn lanes into that residential community. He also thanked Council for its consideration of the leashing and feces pick up ordinance.

XIII. EXECUTIVE SESSION:

A. Discussion of pending lawsuit

B. Discussion of personnel issue

Councilmember Klein moved to adjourn to Executive Session to discuss a pending lawsuit and a personnel issue. Councilmember Ashmore seconded the motion.

Council adjourned to Executive Session at 8:20 pm.

Council returned from Executive Session at 8:44 pm.

No action was taken.

XIV. ADJOURNMENT:

Councilmember Klein moved to adjourn.

The meeting adjourned at 8:47pm.

Respectfully submitted,

Tanya L. Payne

Tanya L. Payne
Municipal Clerk

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