



Council

Joe DeVito
Mayor

Darryl Owens
Mayor Pro Tempore

Jerry Ashmore
Mary Beth Heyward
Kevin Phillips

Van Willis
Town Manager

T. Alan Beach
Chief of Police

Jeffrey S. Coppinger
Operations

Noah Krepps
Planning

**Minutes
Council Workshop
Port Royal Town Hall, Yvonne C. Butler Council Chambers, 700 Paris Avenue**

June 7, 2023

Members Present: Mayor Joe DeVito, Council Member Darryl Owens, Council Member Jerry Ashmore, Council Member Mary Beth Heyward, Council Member Kevin Phillips

Staff Present: Town Manager Van Willis, Fire Chief Tim Ogden, Police Chief Alan Beach, Police Captain Andre Massey, Director of Administrative Services Brooke Plank-Buccola, Planning Director Noah Krepps, Town Clerk Lisa Graham

I. CALL TO ORDER

Mayor DeVito called the Council Workshop to order at 6:34 PM.

II. INTERVIEWS FOR COMMITTEES

Applicants interviewed were Jorge Guerrero for the Accommodation Tax Committee and Pamela Courtney for the Historic Preservation Committee.

III. PRESENTATION

A. Historic Port Royal Foundation Update – Pamela Courtney

Pamela Courtney provided an update on the Historic Port Royal Foundation. Fifty percent of the visitors to the Historic Port Royal Foundation Museum use it as a welcome center. They are often looking for directions to the Sands Beach. She spoke to USC in hopes that the Shakespeare theater will lend their 70-foot stage for the 150th Anniversary celebration. Tickets to the Lecture Series at St. Marks on June 8th and 9th are available. Dr. Larry Roland will begin the lecture on Thursday with the earliest contact here in Port Royal around 1500 to the Civil War and Friday Dr. Stephen Wise will continue through 2006.

B. America's Boating Club of Beaufort -Rob Pollard

Rob Pollard, Commander of Beaufort's Boating Squadron presented Council with a plaque as a thank you for the use of Council Chamber for their boating safety classes. He explained that by allowing the use of the facility they conduct three boating safety classes a year, training about 100 people. As a result of these classes, they are making the waterways of Beaufort much safer.

IV. COUNCIL BRIEFING

Town Manager Willis provided an update on the following:

Redevelopment Commission – Chairman Rand Ward has stepped down. Need to make a new appointment. At the last meeting there was no formal action. They discussed why one would relocate to the Gateway of Port Royal.

Impact Fee Update – The new impact fee figures for traffic, recreation and library have gone live. There were some concerns on how to interface with the portal and how the calculations were going to be done. Jared Fralix offered some clarity.

Accommodations Tax Committee – Finalizing the appointments to the committee. They will meet 3-4 times a year. They will need to determine Chairman and Vice Chairman. Primary function will be reviewing applications for available funding which will ultimately be approved by Council.

Spanish Moss Trail – Not much to update other than the Town is working with Safe Harbor on the temporary easement for the path on this side of Ribaut Road. Have the grant that has been submitted that would expand the trail beyond the Ritter Circle/15th Street area connecting with the existing path at Fish Camp. Mayor DeVito added that the project is very close to going out to public bid with a September/October time frame for the County to start construction.

Safe Harbor – Recently had a discussion with Safe Harbor about master planning and giving timely updates at Council meetings. Still working on obtaining Lot G, the former beer garden in exchange for the townhome properties. Recently consummated all documents associated with the property swap for the property adjacent to Sands Beach Road and will start master planning the park for that area which will have to go through the Parks and Recreation Committee.

Naval Hospital Sidewalk – Most recent email from Megan with SCDOT states that she is waiting on the Federal Highway Administration to release the funds so they could pay the Department of Navy and the conveyance can be completed.

Shrimp Dock/Federal Order – Arranging a meeting with ATM Engineering to discuss reconfiguring the shrimp dock. Currently the Town dock is part of Safe Harbor's permit. Manager Willis suggested that a separate permit be obtained. Thanks to the legislative delegation there was a separate earmark. An additional \$1 million was added to the budget.

2nd Floor of Police Department – Resolved all issues and the mechanical drawings are being finalized by the engineer.

CDBG Projects – Royal Palm Sewer could be wrapped up in 6 weeks. Close to septic abandonment, there is one property in particular. Manager Willis is pushing the contractor and VWJ Seta to finish. Resurfacing work has been successful. Smooth roads encourage speeding, possibly putting speed cables down.

Federal Funds/Grants - Director of Administrative Services Brooke Plank-Buccola and Finance Manager Chris Canady attended the most recent workshop to discuss the grant received for the stormwater work for the West Paris Avenue and Villages area. The \$56,000 reimbursement for the Naval Heritage Exercise Equipment has been submitted. Inspection was successful, they were pleased with the documents, cancelled checks, invoices, pictures, and park sign that were submitted.

Capital Projects – Manager Willis provided Council his presentation at the most recent meeting with SOLOCO. Sidewalk work continues, one installation was relocated to accommodate more parking. Funding is not in place for the Paris Avenue improvements. Town Engineer Michael Klink is planning a public workshop for August. Mayor DeVito asked how far along the sidewalk installation was. Director Blank-Buccola replied that it was two thirds of the way completed. The sidewalk installation near the Port Royal Elementary School needs to be redesigned. The sidewalk installation between Paris and Madrid Avenue will be addressed in two weeks.

SOLOCO – Director Krepps was recommended to participate in the growth boundary study group.

Personnel – Hired an administrative person for zoning/building and public works.

Legal – Addressed some of the Burton litigation, hoping to resolve some of the cases. Hired an appellate lawyer to assist with the remainder of the litigation.

Reimagine Ribaut – There is some additional survey work, they were interfacing with some of the business owners along the corridor. Director Krepps added that he has participated bi-weekly with the staff advisory committee, and they are discussing a second workshop. The first symposium that occurred in April was part of the data collection process and the next workshop will address solutions.

Penny Sales Tax – A study group comprised of six people, three representing the municipalities are examining the various penny sales tax that are being contemplated. They are using last year's capital improvement program as a starting point which was a pretty comprehensive effort.

4th of July – Shooting fireworks from the barge. Permits and vendors are in place. Will be offering golf cart transportation with available golf carts. Looking at potential parking that would be closer to the Sands for anyone with challenges and will be working with the police department on logistics. Mayor DeVito asked if Safe Harbor was going to allow use of the dry stack. According to Manager Willis it remains to be seen with the current demolition.

Mayor DeVito mentioned there needed to be a discussion regarding the planning commission. Addressing a timeline and informing the public that Port Royal is creating this planning commission. Looking for 5 members and need to create an ordinance. He suggested if nothing else to have a timeline ready for when it occurs. Director Krepps added they needed to have an overall discussion on how the

commission would be structured. He requested suggestions from the City of Beaufort on how to stand up the design review and planning commission in a small jurisdiction. There was discussion regarding a deadline.

V. REVIEW AGENDA FOR THE JUNE 14, 2023, COUNCIL MEETING

Town Manager Willis reviewed the agenda for the June 14, 2023, Council Meeting. He provided the draft for the Friends of Cherry Hill Oak proclamation to Council. The County is taking it up formally as a potential purchase. He spoke with Kate Schaefer at the County; they wanted confirmation on the Town's commitment. Relayed that were passing a proclamation at the next Council Meeting and there was discussion relative to amending the landscape contract, basically in perpetuity for the upkeep and maintenance of the park if it's constructed. The Town would probably make a capital contribution to the security and fencing for the park.

VI. IMPORTANT DATES AND INFORMATION

Town Manager Willis read the following important dates.

- A. Tuesday, June 13, 2023 – Parks and Recreation Meeting at 6:30 PM**
- B. Wednesday, June 14, 2023- Council Meeting at 6:30 PM**
- C. Saturday, June 17, 2023 – Spring Street Concert Series, Jerekus Singleton at 6:00 PM**
- D. Tuesday, June 20, 2023 - Redevelopment Commission Meeting at 4:30 PM**

VII. ACTION ITEM

- A. Change Council Meeting date for Thursday, June 22, 2023**

Council Member Owens made a motion to approve rescheduling the Council Meeting date to Thursday, June 22, 2023. Council Member Heyward seconded the motion. The motion was carried by unanimous vote.

VIII. COUNCIL COMMENTS

Council Member Heyward said she had someone approach her about the lack of a sewer throughout 15th Street. She asked when BJSWA is installing a sewer there, she mentioned that there was sewer on 14th and 16th. Mayor DeVito suggested that they be put in touch with the Town's BJSWA Board Member. Manager Willis stated that the resident can make a request to BJSWA. He also mentioned that there is no sewer on Old Shell Road and in several places in the downtown area. Someone has requested sewer on Old Shell Road and was told they would get a response in two weeks and are still waiting. Mayor DeVito wanted the Board Member to be apprised of the requests. Manager Willis followed up with the reason that there was a lack of sewer on 15th was due to it being CDBG which are driven by income. In this case low moderate income offering less expensive opportunities to expand the sewer in the downtown area.

IX. COMMENTS

Chauncey Campbell - Pastor of the Old Fort Baptist church asked for financial assistance. The parish was informed that the mortgage holder wants to sell the property and put apartments there unless the parish can refinance the property for \$650,000 by this September. Council Member Heyward suggested he get in contact with Sabrina Graham at Lowcountry Council of Governments.

X. ADJOURNMENT

Mayor DeVito made a motion to adjourn the meeting. Council Member Heyward seconded the motion. The meeting was adjourned at 7:20 PM.

Respectfully submitted,

Lisa Graham
Town Clerk

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80 (a)(d)(e), as amended, notification of regular meetings was given at the beginning of the calendar year. A copy of the agenda was posted on the Town Hall's bulletin board and website www.portroyal.org twenty-four hours prior to the meeting. A copy of the agenda was given to the local news media and requested public on file.

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 Civil Rights Coordinator. If at all possible, please give us at least a three to five day advance notice so we can adequately meet your needs. Civil Rights Coordinator at 843-986-2211.

