



**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**

**October 4, 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, 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 6:30 PM.

**II. PRESENTATION:**

**A. Introduction to new personnel – Kaela Little.**

Kaela Little was introduced as the new Administrative Specialist.

**III. INTERVIEW FOR ZONING BOARD OF APPEALS**

Reschedule for November.

#### IV. COUNCIL BRIEFING

Manager Willis gave an update on the following.

**Redevelopment Commission** – Still meeting monthly. They are working on recommendations for any changes or improvements to the overlay. There were a lot of questions relative to what sorts of uses the Town may be entitled for exemption. One of the big discussions points was the application of the tree ordinance and how that applies to uses in the overlay. Reviewing Director Krepps work on the creation of the overlay.

Council Member Ashmore wants assurance that there will be a six-month review of the tree ordinance.

**Royal Palms Gravity Sewer Project** – All the residents have been tied in. Manager Willis informed Council that the last pile of dirt from the project could possibly be relocated by Public Works for future use. Outstanding pay requests remaining.

**Dawson Place Drainage Improvements** – Met onsite with Four Waters to discuss water that is sheeting off Old Shell Road that the Town is trying to prevent going down Dawson Place. Looking at the resurfacing and how it will integrate with those improvements.

**Speed Humps** – There is a call scheduled with Town Engineer Michael Klink. The speed humps that will be forwarded to SCDOT will be for Casablanca, West Vine, and Lenora. County roads must be approved by SCDOT whereas with Town roads the Town can determine placement of speed humps.

Council Member Owens asked if traffic counts on those roads would be a possibility to further substantiate the need. Manager Willis confirmed that SCDOT does annual traffic counts, if needed they can use the Police Department's speed trailer.

**Port Property Shadow Moss Trail Path (TAPS)** – Had a second call with Ward Edwards at the end of September to discuss the pathway and corridor for the installation of the trail through the port property.

**West Paris Ave (SCIIP)** – Full survey and ditch work in hand. Still doing survey verifications with Four Waters. They are finalizing some design documents. May have to do some maneuvering

based on some of the existing power equipment that is on site. Would not have been cost effective to relocate the equipment.

**Villages** – Same thing with the drainage work in the Villages area. Survey consultants out doing work. Based on the surveys, they will start design work for the reimplementation of the drainage throughout that area.

**Paris Ave Streetscape** – Have a meeting scheduled for Friday with Four Waters and Tiller to discuss public input received for the Paris Avenue Streetscape. Will work with through those suggestions to come up with a master plan based upon all the input.

**12<sup>th</sup> St School & 12<sup>th</sup> St AA Parking** - Still waiting on survey work.

**Casablanca (Fyall) Drainage Improvements** – Atlas began surveying. Should receive the final survey work at the end of October. Will do an evaluation of what the potential could be for the Town in terms of cost for that project.

**RIA Town Stormwater CIP Master Plan Application** – Submitted the master plan grant request through RIA which was submitted on the first of September, waiting on a response.

**Paris Avenue Streetscape CDBG Grant Application** – Resubmitted the larger Paris Avenue Streetscape community block grant on September 15<sup>th</sup>, waiting on a response.

**Sanitary Sewer Ribaut Road Master Plan** – There is an existing master plan but are looking for a more complete plan. BJSWA has been receptive. ARPA funds will be put towards the implantation of the sewer on Ribaut Road.

Mayor DeVito asked if Staff has met with the new engineer. Manager Willis stated they are slated to meet in October.

**Town Roadway Paving** – Staff met with Blythe to discuss the start of the repaving work. Blythe currently has a contract with the City to finish. Still anticipating that they will be well within the contract period. They will probably be seen near the end of October prepping for that roadwork resurfacing.

Mayor DeVito inquired if a map would be available online for residents to indicate which streets are being worked on. Staff confirmed that there would be door hangers and work verifications. The work is done in blocks and residents will be notified as the work gets closer.

Council Member Heyward asked when West Paris will get sewer. Manager Willis stated that he would have to look at a map but was certain that there was sewer in that area.

**Safe Harbor** – Director Plank-Buccola held a meeting with the Town Engineer to discuss the rebuilding of the shrimp dock. It is part of the original permit process with Safe Harbor. Town moved forward with demolition. Hoping to get an update for the permit from the marina within the next three to four weeks and based upon that final permit, that will drive the design for the reconstruction of the shrimp dock. Initially, the backwards F design was approved, but after discussing with shrimpers they did not feel it was the most sensible configuration. Currently looking at a design that replicates the previous dock but built further out and more of a floating system rather than the fixed pier with fenders for the commercial vessels and a portion for day docking.

Council Member Ashmore questioned whether it will be suitable for shrimp boats. Manager Willis confirmed and that he spoke directly with Duncan O’Quinn about a design and he suggested the floating with fender system.

Mayor DeVito added that Safe Harbor’s intention is to push out the marina as far as possible. Once the limit is set Town can use that as well. Manager Willis stated that due to Federal funding issues the Army Corps of Engineers is reluctant to push out more than a third unless they were willing to address the designation of the channel as the Federal commercial channel.

**2<sup>nd</sup> Floor of Police Department** – Eighty percent complete. Suggested that Council stop by and see the progress thus far.

**Capital Projects** – Director Plank-Buccola provided an update in the Council folder.

**SOLOCO** – Met recently with some board members and the personnel that are managing the housing effort. There seems to be a little confusion of what the priorities were in terms of funding and more favored ways of doing affordable housing. There is an impression that there is less of a focus or concern from the municipalities to advocate for tax credit projects and more focus on bridge funding for some of the projects coming online. The message was delivered loud and clear. There was some lack of communication from the survey work to the board

members, but they understand that now. There will be a renewed focus on other methods of constructing housing rather than the tax credit programs.

**Legal** – Looking to retain new legal counsel for the Burton appeal. Met with an attorney that came highly recommended. Received a copy of his terms which will be reviewed.

**Road Resurfacing** – Touched on earlier, hoping to start at the end of October. It will be well publicized where they will be working.

#### **V. REVIEW AGENDA FOR THE OCTOBER 11, 2023 COUNCIL MEETING**

Manager Willis read the proposed agenda for the October 11<sup>th</sup> Council Meeting.

#### **VI. IMPORTANT DATES**

- A. Wednesday, October 11, 2023 – Public Hearing at 6:30 PM**
- B. Wednesday, October 11, 2023 – Council Meeting immediately following Public Hearing**
- C. Monday, October 9, 2023 – Accommodation Tax Meeting at 5:30 PM**
- D. Tuesday, October 17, 2023 – Redevelopment Commission Meeting from 4:30 – 5:30 PM**
- E. Monday, October 23, 2023 – Municipal Election Meeting at 5:30 PM**
- F. Sunday, October 29, 2023 – “Trunk or Treat” – 3:00-5:00 PM**

#### **VII. PUBLIC COMMENTS**

Tricia Fidrych voiced her concerns regarding Safe Harbor’s proposed plans for the marina and the Bluff Neighborhood development.

#### **VIII. EXECUTIVE SESSION**

Council Member Owens made a motion to enter executive session regarding legal advice. Council Member Heyward seconded the motion. The motion was carried by unanimous vote.

Council entered executive session at 7:03 PM

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October 4, 2023

Council Member Ashmore made a motion to exit executive session regarding legal advice.  
Council Member Heyward seconded the motion. The motion was carried by unanimous vote.

Council exited executive session at 8:20 PM

**A. Receipt of Legal Advice – Advice related to Port of Port Royal Development Agreement and PUD**

**IX. ADJOURNMENT**

The Mayor adjourned the meeting at 8:20 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](http://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.