



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

COOL. COASTAL. FAR FROM ORDINARY.

**Minutes
Public Hearing
Yvonne C. Butler Council Chambers, 700 Paris Avenue**

February 5, 2015

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

Members Absent: Councilmember Joe Lee

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 2015-1. An ordinance annexing to the Town of Port Royal approximately 5.29 acres of real estate located in Beaufort County described as Beaufort County Tax District 100, Map 28, Parcel 110 and Beaufort County Tax District 100, Map 31, Parcel 1 (located south of 128 Castle Rock Road)**

Town Manager Willis read Ordinance 2015-1 by title and showed the property, located south of 128 Castle Rock Road on the Map. He told Council the Metro Planning Commission had unanimously recommended the annexation. Mr. Willis also said the annexation was within the realm of the Town's future growth area.

- B. Ordinance 2015-2. An ordinance to zone approximately 5.29 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 28, Parcel 110 and Beaufort County Tax District 112 (formerly Beaufort County Tax District 100, Map 31 Parcel 1 to be zoned as T4 Neighborhood Center Open (T4NCO) (located south of 128 Castle Rock Road)**

Town Manager Willis reviewed (Ordinance 2015-2) the requested zoning for the proposed annexation and said the T4 Neighborhood Center Open zoning request had also been unanimously recommended by the Metro Planning Commission.

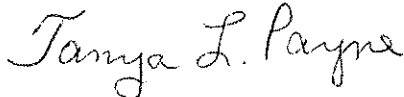
III. COMMENTS:

There were no comments on these requests.

IV. ADJOURNMENT:

The Public Hearing adjourned at 6:36 pm.

Respectfully submitted,



Tanya L. Payne
Municipal Clerk

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), notification of the public hearing was posted in the local newspaper and on the town bulletin board fifteen days before the meeting. A copy of the agenda was given to the local news media and 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**

February 5, 2015

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

Members Absent: Councilmember Mary Beth Heyward

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 6:36 pm.

II. FOR COUNCIL'S INFORMATION

A. Coastal Sea Rise – Hamilton Davis

Hamilton Davis, Energy and Climate Director, Coastal Conservation League, spoke concerning off shore drilling and its effects on the South Carolina Coast. He discussed environmental issues, effects on local economics, energy and the process of how the drilling would take places. Mr. Davis answered questions and asked Council to consider passing a resolution in opposition of offshore drilling.

III. COUNCIL BRIEFING:

Town Manager Willis told those present the town would be hosting the "Business after Hours" on February 12th at The Shed. He said he was working to have a Taste of Port Royal for the event and said Jim Bachety from Port Royal Music and his students would be performing. Mr. Willis said he had spoken with Marlena Smalls on preliminary plans to hold festival focusing on cultural art to be held in Port Royal. He said the Parks and

Recreation Commission was busy considering a fee schedule for use of the town's parks. He also said they were discussing a brochure of the parks, playground equipment for the Naval Heritage Park (could possibly be funded by TIF funds), a tennis facility in the town, taking over management of The Shed, vehicles on The Sands and working with the Old Village Association on the festivals. Mr. Willis asked Council for topics to be discussed at the March 14th Council Retreat, said the Furman Company would be in town next week, the Metro Planning Commission would be reviewing the Comprehensive Plan on February 16th, the auditors would be presenting the audit at the February Council Meeting, Beaufort County will be putting together a stormwater study which would affect the town, asked to have pictures to be posted on social media to him and said the public defender issue is being discussed around the state. Mr. Willis reminded everyone about the Historic Port Royal Foundation's tour of Ft. Frederick ruins is at noon on February 6th, said he was working on a licensing agreement for someone to print the town logo and said proceeds would be reinvested into advertising. Mr. Willis discussed a proposed historic district and said this would be on the agenda for the retreat, told everyone Waste Pro would be going to automated recycling trucks which would require the cans to be turned in the opposite direction than what was currently being done. Mr. Willis told Council discussion was being held on a new Arts and Crafts Market in the town and that the group was working with the manager of the Farmer's Market.

IV. REVIEW AGENDA FOR THE FEBRUARY 11, 2015 COUNCIL MEETING:

Town Manager Willis reviewed Ordinances 2015-1 and 2015-2 which were discussed in the preceding Public Hearing.

Town Manager Willis read Ordinance 2015-4 by title and explained provisions for towers had not been included in the newly adopted Port Royal Code. He said this would provide for regulation and permitting of radio and television towers in the town.

Town Manager Willis reviewed a list of appointments which were needed to fill vacant seats on volunteer boards.

V. IMPORTANT DATES AND INFORMATION:

A. Wednesday, February 11, 2015, 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 said the Parks and Recreation Commission would meet on Monday, February 16, 2015 rather than on Tuesday.

Councilmember Heyward said she had seen some loose boards on the Henry Robinson Boardwalk and asked that they be checked.

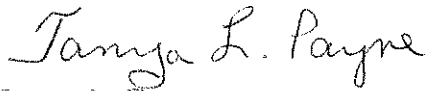
Town Manager Willis said he was working on a contract to have the boardwalk repaired.

VI. ADJOURNMENT:

Councilmember Heyward moved to adjourn.

The workshop adjourned at 7:38 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 prior to 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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In accordance with South Carolina Code of Laws, 1976, Section 30-4



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

February 11, 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 Chief Alan Beach and Municipal Clerk Tanya Payne

I. PLEDGE OF ALLEGIANCE:

Mayor Murray called the meeting to order 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 January 7, 2015**
- B. Minutes from the Council Workshop of January 7, 2015**
- C. Minutes from the Regular Council Meeting of January 14, 2015**

Councilmember Heyward moved to adopt the minutes from the Public Hearing of January 7, 2015, the Council Workshop of January 7, 2015 and the Regular Council Meeting of January 14, 2015. Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

IV. PRESENTATION:

A. Audit Review – Crowley, Weschler and Associates

Doug Crowley gave a short overview of the audit and said the Town received a clean opinion on the audit with no significant deficiencies or material weakness in the internal controls. He said the financial statements were stated fairly in conformity with generally accepted accounting practices. Mr. Crowley continued to review audit by pointing out certain line items and answering questions as posed by Council.

V. COUNCIL BRIEFING:

Town Manager Willis reminded everyone of the “Business After Hours” being sponsored by the Town on February 12th at The Shed. He asked Council for topics to be discussed at the upcoming Council Retreat.

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. SECOND READING:

A. Ordinance 2015-1. An ordinance annexing to the Town of Port Royal approximately 5.29 acres of real estate located in Beaufort County described as Beaufort County Tax District 100, Map 28, Parcel 110 and Beaufort County Tax District 100, Map 31, Parcel 1 (located south of 128 Castle Rock Road)

Town Manager Willis read Ordinance 2015-1 by title and showed the property on the map in relation with property already located in the town. He said the Metro Planning Commission had unanimously recommended the annexation. Mr. Willis said the T4Neighborhood Center Open zoning request for this property was in compliance with the town’s future land use map and the comprehensive plan. He said this zoning had also been unanimously recommended by the Metro Planning Commission.

Councilmember Lee moved to adopt Ordinance 2015-1 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

- B. Ordinance 2015-2. An ordinance to zone approximately 5.29 acres of real estate located in Beaufort County described as Beaufort County Tax District 112 (formerly Beaufort County Tax District 100), Map 28, Parcel 110 and Beaufort County Tax District 112 (formerly Beaufort County Tax District 100, Map 31 Parcel 1 to be zoned as T4 Neighborhood Center Open (T4NCO) (located south of 128 Castle Rock Road)**

Councilmember Lee moved to adopt Ordinance 2015-2 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

VIII. FIRST READING:

- A. Ordinance 2015-4. An ordinance amending the Port Royal Code so as to provide for the regulation and permitting of radio and television transmission towers**

Town Manager Willis read Ordinance 2015-4 by title and explained regulation and permitting for these type towers had been inadvertently been left out of the new code.

Planning Administrator Bridges explained this ordinance provides for television and radio towers but does not include telephone towers.

Councilmember Heyward moved to adopt first reading of Ordinance 2015-4 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

IX. RESOLUTION:

- A. Resolution 1-2015. A resolution to express the Town of Port Royal's opposition to seismic testing and offshore drilling activities.**

Town Manager Willis read Ordinance 2015-1 by title and explained this resolution was very similar to the one passed by the City of Beaufort in opposition of seismic testing and offshore drilling activities off the coast of South Carolina.

Councilmember Klein moved to adopt Resolution 1- 2015 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

X. COUNCIL'S ACTION:

A. Appointment:

- 1. Design Review Board – appoint one**
- 2. Redevelopment Commission – appoint one**

Councilmember Klein moved to appoint Brooke Plank-Buccola to the Redevelopment Commission and Council Member Heyward seconded the motion.

The motion carried by unanimous vote.

- 3. Zoning Board of Adjustments and Appeals – appoint one**
- 4. Municipal Election Commission – appoint one**
- 5. Metro Planning Commission – reappoint two**

Councilmember Lee moved to reappoint Joe DeVito and Jim Crower to the Metro Planning Commission and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

- 6. Historic Preservation Commission – reappoint three**

Councilmember Heyward moved to reappoint Eric Erickson and Beek Webb to the Historic Preservation Commission and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

B. Stormwater Rate Study with Beaufort County

Town Manager Willis told Council the town's portion of the Stormwater Rate Study would be approximately \$11870.50. He explained the study would not obligate the town to do anything but would give a better understanding of what to anticipate in capital cost and permit requirement cost when the time comes to comply with MS-4 stormwater standards. Mr. Willis explained that funds are available through the stormwater account and recommended the town participate in this study

Councilmember Lee moved to enter into a Memorandum of Agreement with the City of Beaufort to conduct a Stormwater Rate Study and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

XI. IMPORTANT INFORMATION AND DATES:

- A. Thursday, February 12, 2015, 5:30 pm – Business after Hours, The Shed on Paris Avenue**
- B. Monday, February 16, 2015, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- C. Tuesday, February 17, 2015, 5:30 pm – Parks and Recreation Commission Meeting, Town hall, 700 Paris Avenue**
- D. Wednesday, March 5, 2015, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers**
- E. Wednesday, March 5, 2015, immediately following the scheduled Public Hearing – Council Workshop, Yvonne C. Butler Council Chambers**
- F. Wednesday, March 11, 2015, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers, Paris Avenue**
- G. Saturday, March 14, 2015, 8:00 am – Council Retreat, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- H. Monday, March 16, 2015, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**

Town Manager Willis reviewed the list of important dates and information and added the Bands, Blues and Barbeque on February 27th and 28th. He said the Parks and Recreation Commission meeting had been moved to Monday, February 16th.

XII. COUNCIL'S COMMENTS:

Councilmember Klein asked everyone to be aware of House Bill H3490 which would strip the towns in the state of most of their business license fees.

Town Manager Willis told those present the business license fees provided approximately one-third of the towns income.

XIII. 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.

Randy Sturgill from North Carolina thanked Council for adopting Resolution 1-2015 in opposition of off-shore drilling and seismic testing.

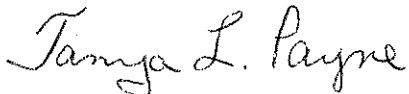
Kristina Wetzel asked questions concerning the business license bill and stormwater standards.

XIV. ADJOURNMENT:

Councilmember Heyward moved to adjourn.

The meeting adjourned at 7:30 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 meeting was posted on the town bulletin board two weeks prior to the meeting. 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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