

Council

Kevin Phillips
Mayor

Mary Beth Heyward
Mayor Pro Tempore

Jerry Ashmore
Jorge Guerrero
Darryl Owens



Van Willis
Town Manager

Jeffrey Meyers
Chief of Police

Jeffrey S. Coppinger
Operations

Noah Krepps
Planning

Minutes

Public Hearing

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

January 7, 2026

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

Staff Present: Police Chief Jeffrey Meyers, Town Manager Van Willis, Assistant Town Manager Brooke Plank-Buccola, Town Clerk Lisa Graham

I. CALL TO ORDER

Mayor Phillips called the hearing to order at 6:32 PM.

II. PURPOSE

Mayor Phillips read the following:

- A. 2025-20. An Ordinance to amend and/or supplement Chapter 2, Article V, Division 2 – Public Records Program, Sections 2-260 and 2-261 of the Code of Ordinances of the Town of Port Royal, South Carolina, to repeal references to the “Town Records Management” and to assign FOIA responsibilities to the Town Clerk and Police Department.**
- B. 2025-21. An Ordinance to authorize the Town Manager to convey excess real**

Public Hearing
January 7, 2026

property to facilitate construction of sidewalks within the Town described as Beaufort County tax district 110, map 10, parcel 158 (1008A 12th Street – 30 ft).

- C. 2025-22. An Ordinance to authorize the Town Manager to convey excess real property to facilitate construction of sidewalks within the Town described as Beaufort County tax district 110, map 10, parcel 370 (1008D 12th Street – 30 ft).**

III. 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 three minutes.

There were no comments at this time

IV. ADJOURNMENT

The hearing adjourned at 6:34 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.

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