



Council

Joe DeVito
Mayor

Jerry Ashmore
Mayor Pro Tempore

Mary Beth Heyward
Darryl Owens
Kevin Phillips

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**

February 3rd, 2021

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

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Alan Beach, Fire Chief Reece Bertholf and Municipal Clerk Brooke Plank-Buccola

As per Ordinance 2020-15. "Members of the public may submit written public comments to the Town Clerk bplank-buccola@portroyal.org no later than one hour prior to any regular meeting, which shall be distributed to the members of the Governing Body at such meeting."

I. CALL TO ORDER

Mayor DeVito called the Council Workshop to order at 6:31PM.

II. PRESENTATION:

A. Midyear Budget Update

Mr. Chris Canaday, the finance director for the Town of Port Royal, updated Council on the midyear budget. This year's revenues are close to last year's. The Town's expenses are up slightly from last year due to the Cypress Wetlands restoration project (which cost \$428,400). The shrimp docks are still losing money. Revenue is half of what it was last year (due to no product predictability and the docks no longer selling fuel), and expenses are higher with the Town now paying rent for the facility. Council will discuss the shrimp docks in detail during their annual Retreat.

III. INTERVIEW FOR BOARD POSITIONS

Ms. Carol Benz interviewed for the Municipal Election Commission seat.

Mr. Greg Shelton and Mr. John Hazel both interviewed for the Economic Development Board seat.

IV. COUNCIL BRIEFING

Much of the work on the Cypress Wetlands project has been completed. The replanting team will be at the wetlands on February 22nd and 23rd. The Madrid Pond aerator has been ordered.

The property appraisal is close to being finished for the potential property swap.

Fort Frederick's ribbon cutting ceremony is scheduled for February 12th at 10:00 am.

Mr. Willis will be attending a virtual meeting this week regarding CDBG. This meeting will cover potential ideas for a third grant for which the Town can apply. The scope of the Paris Avenue Streetscape project has been finished, and all the start up documents have been signed.

In Council's packet were various scenarios on how the Spanish Moss Trail crossing could proceed. The Town may need to have a temporary solution for a pedestrian crossing while waiting for the spine road to be constructed.

Mr. Willis and Ms. Bridges met with the port developers, and the masterplan is nearing completion. The masterplan will help identify the location of the spine road. Council would like to receive a presentation from the developers when the masterplan is finalized.

The Baynard Cove project received a temporary stop work order due to issues with water and sewer. They are working to resolve the connection issues with the neighboring community.

The encroachment permit for the Waddell pedestrian crossing has been submitted to SCDOT. Pickney Blvd road surface was improved last week. Mr. Willis has spoken with the County about the roads that run through the Town. He provided the Toole traffic study findings and the accident analysis for Ribaut Road. Two areas of concern are the left hand turn off Paris Avenue onto Ribaut Road and the corner of Lenora Drive and Ribaut Road.

The Town is seeking some reimbursement for Porter's Chapel through the County's accommodation tax. It has been decided that the official name of the building will be "Pickney Porter Chapel." Signage and landscaping will still need to be complete prior to the grand opening ceremony. Dr. Landrum's class at USCB will be doing display work for the interior of the building.

Mayor DeVito and Mr. Willis spoke with a staff member for Congresswoman Mace on the ongoing request for the Naval Hospital fence relocation.

The Town signed an agreement with Dominion Energy for a streetlight conversion to LED. The changeover will be scheduled soon.

The Mayors/Managers meeting will be held at the end of the month. An anticipated topic of discussion is the Local Option Sales Tax and the progress of it being added to the referendum.

No new updates on the development near Smilax Avenue and Rahn Road pertaining to the concern of egress and ingress.

Council decided to hold their retreat on March 27th with a facilitator. Mr. Willis asked Council to begin thinking of what topics they would like to address during that time.

The Town has made an offer for someone to fill the inspector position and is awaiting an answer. The planning position has been advertised state-wide and nationally.

The vaccine center has been relocated to the medical building on the corner of Paris Avenue and Ribaut Road. Effective Monday, the state will open vaccination for 65 and older.

Council Member Ashmore asked if there was a date for Porter's Chapel Opening Ceremony? No date has been made yet, but possibly sometime in late spring.

Mayor DeVito asked that next month they have an executive session to receive a legal briefing.

V. REVIEW AGENDA FOR THE FEBRUARY 10, 2021 COUNCIL MEETING

The agenda has the two emergency ordinances that Council has been taking up each month. First readings will include a sidewalk request on 12th Street. The Safework Resolution will be removed from the agenda, since the Town is in compliance with the one that is currently on record. Council action consists of a few appointments/reappointments. Council will need to appoint someone to the economic development board, municipal election commission and metro-planning commission as well as reappointments to the Historic Preservation Commission and Design Review Board. The final council action is the approval of the intergovernmental agreement with Beaufort County on the maintenance for Fort Frederick.

VI. IMPORTANT DATES AND INFORMATION:

- A. Tuesday, February 9, 2021, 5:30PM Parks and Recreation Meeting**
- B. Wednesday, February 10, 2021, 6:30PM Regular Council Meeting**

Mr. Willis reviewed the important dates.

Council Member Owens questioned Ms. Bridges on the tiny home that was brought to the old Fort Frederick mobile home park. It showed up about a week ago. Ms. Bridges was not familiar with this new development and will investigate it.

VII. ADJOURNMENT

The Council Workshop adjourned at 7:45PM.

Respectfully submitted,

A handwritten signature in black ink, reading "Brooke Plank-Buccola". The signature is written in a cursive style with a large initial "B".

Brooke Plank-Buccola
Municipal Clerk

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