



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**

**March 3, 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](mailto: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 workshop to order at 6:38pm.

**II. INTERVIEW FOR BOARD POSITIONS**

Two applicants submitted paperwork to be considered for the Parks and Recreation Commission. Council heard from:

Mr. John Hazel  
Ms. Suzanne Futrell – absent for meeting

**III. COUNCIL BRIEFING**

On March 9<sup>th</sup>, Town Staff will be meeting with Folkland Management and Solitude to discuss pond maintenance at the Cypress Wetlands. The tree replant began last week. The Town is still waiting for a response from the corps of engineer for approval on the water structure in one of the canals by the wetlands. The residents in the village are seeing some standing water

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(particularly at the on-street parking area) due to the amount of rain received recently. Also, there are some raised sidewalks found along 10<sup>th</sup> Street because of live oak tree roots.

Council has received in their packets both rewarded CDBG start up contracts. Mr. Willis is still working on figuring out a grant for the Casablanca area.

The crossing of the Spanish Moss Trail at Ribaut Road is still being worked on.

The draft of the port property masterplan is near completion.

Mr. Willis is waiting to hear back about the potential funding of the shrimp facility/docks by state surplus of nonrecurring revenue.

A temporary stop work order has been placed on the Baynard Cove project due to easement issues for sewer. This issue will be resolved in court. The Town did not issue the stop work order.

The Town has spent \$10,000 in engineering for the Waddell pedestrian crosswalk. It has been decided that the Town will not spend any more money until DOT agrees to this project for the safety of the pedestrians. The planned speed hump near the police station will be rolled into the CDBG Paris Avenue Streetscape Project.

A project on 12<sup>th</sup> Street will require new power lines to run down the street. Because there are existing poles in that area, Dominion Energy would like to place three new poles to accommodate five new homes. The Town is trying to transition away from poles and would prefer to have the lines run underground.

A landscape proposal has been submitted for Porter's Chapel.

DOT submitted their survey to the Jacksonville Naval Headquarters. They came back with a few minor modifications. No new update on the fence relocation.

The local municipalities would all like to see the Local Options Sales Tax added to the referendum in November.

No updates on Smilax Avenue and Rahn Road.

Council Retreat is scheduled for March 27<sup>th</sup>. Let staff know of any topics that Council would like to have added to the agenda.

The inspector position will be filled in early April. Mr. Willis is still reviewing resumes for the planning director position. Also, the retirement of Mr. Tony Maglione, who managed projects, opens another vacancy that needs to be filled.

Mr. Willis has been researching short term rental software for the Town. This would help monitor rentals and determine accurate fees. The City of Beaufort and Town of Bluffton both use a software called Host Compliance.

The Governor of South Carolina has lifted the 11pm restriction on bars and the required waiver for events larger than 250. The Town has been regulating the attendance of the at the Town-

owned parks to no more than 50 people. Staff is looking for direction from Council on if they will follow the State's lead. Council will also need to think about the upcoming spring concert series and other Town events.

#### **IV. REVIEW AGENDA FOR THE MARCH 10, 2021 COUNCIL MEETING**

Council Member Phillips questioned if the ordinance request under 1<sup>st</sup> reading line item "b" was removed. The requested was removed by the applicant.

Mayor DeVito ask that during next week's Council Meeting they receive a good explanation about the multi-county industrial park request.

Chief Beach explained the resolution request for mutual aid with the Town of Yemassee. The Town has had a mutual aid agreement in the past with them, but it has been a while.

#### **V. IMPORTANT DATES AND INFORMATION:**

- A. Tuesday, March 9, 2021, 5:30PM Parks and Recreation Meeting**
- B. Wednesday, March 10, 2021, 5:30PM Special Meeting- Executive Session**
- C. Wednesday, March 10, 2021, 6:30PM Regular Council Meeting**

Council Member Heyward wanted to know what happened to the stop sign on the corner of 16<sup>th</sup> Street Extension and Fort Fredrick Circle. The sign has somehow gone missing. Staff will need to investigate this further since the County owns 16<sup>th</sup> Street Extension and Fort Fredrick Circle is private.

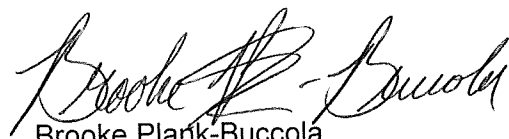
Council Member Owens has noticed that some of the Town businesses have been using the plastic bags which have been banned by the County and Town. Chief Beach will investigate this matter.

Council Member Heyward is also concerned with the number of vehicles that park in the fire lane to shopping at the Piggly Wiggly. Chief Beach with get on this as well.

#### **VI. ADJOURNMENT**

The Council Workshop adjourned at 7:31PM.

Respectfully submitted,



Brooke Plank-Buccola  
Municipal Clerk

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