

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

**March 3, 2010**

**Members Present:** Mayor Samuel Murray and Councilmembers Vernon DeLoach, Mary Beth Heyward, Joe Lee and Henry Robinson

**Staff Present:** Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Jim Cadien and Municipal Clerk Tanya Payne

**I. CALL TO ORDER:**

Mayor Murray called the workshop to order at 6:34 pm.

**II. REVIEW AGENDA FOR THE March 10, 2010 COUNCIL MEETING:**

Town Manager Willis told Council four bids were received for drainage projects at 9<sup>th</sup> Street and Madrid Avenue, 16<sup>th</sup> Street and Paris Avenue and median bed lengthening in front of the school. He said they would be asked to award the contract at the March 10<sup>th</sup> Council Meeting. Mr. Willis said he had met with Ward Edwards and ATM concerning the Cypress Wetlands. He explained a formal presentation would be made at the March meeting concerning proposed improvements to the wetlands. Mr. Willis explained this work would be funded through the TIF along with mast arm signalization and lighting at the Ribaut Road/Lady's Island Drive intersection.

Town Manager Willis further briefed Council concerning:

- arranging meeting with all governmental entities concerning infrastructure at the port property
- issues resolved at Shrimp Dock; Spirit of South Carolina tied up at dock
- Jefferson Commons plans received today; building is vacant

- working with SCDOT on median plantings, resurfacing on Ribaut Road will begin around March 15<sup>th</sup>; still working with county to insure all area is resurfaced
- Northern Regional Plan - held discussion and saw presentation concerning train; no rail will be south of Ribaut Road
- property tax collection and TIF funds tracking as expected
- still working on maps with Burton Fire District to get proper reading of what properties are in or out of the district
- will be meeting with ATM and State Commerce staff to discuss Ft. Frederick sewer project; more properties have been added; brings total project to about one million dollars

Town Manager Willis read Ordinance 2010-3 by title and explained it would add planning administrator to the zoning chapter of the Town code to comply with state law. He read Ordinance 2010-4 by title and explained it would require a traffic impact analysis for development on all properties in the Town except those located south of Ribaut Road.

Town Manager Willis explained the Intergovernmental Agreement would allow the Town and the City of Beaufort to work together on RFP's, RFQ's, etc. in order to limit cost of services. He also told Council four bids were received for drainage and median work in the Town and that they would need to award the contract at the March 10<sup>th</sup> meeting.

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

- A. Thursday, March 4, 2010, 5:30 pm – Design Review Board, Yvonne C. Butler Council Chambers, 700 Paris Ave.**
- B. Monday, March 8, 2010, 5:30 pm – Joint Municipal Planning Commission, Yvonne C. Butler Council Chambers, 700 Paris Ave.**
- C. Wednesday, March 10, 2010, 6:00 pm – Needs Assessment Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- D. Wednesday, March 10, 2010, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- E. Wednesday, March 10, 2010, immediately following the scheduled Public Hearing - Council Meeting, Yvonne Butler Council Chambers, 700 Paris Avenue**

Town Manager Willis reviewed the list of important dates and information and added the Beaufort County Legislative Delegation meeting to be held at 10:30 am on March 19<sup>th</sup> at the USCB's South Campus.

### **IV. ADJOURNMENT:**

Councilmember Heyward moved to adjourn the workshop and Councilmember Robinson seconded the motion.

The workshop adjourned at 7:05 pm.

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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 before 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 workshop.