

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

April 7, 2010

Members Present: Mayor Samuel E. Murray and Councilmembers Vernon DeLoach, Mary Beth Heyward and Joe Lee

Members Absent: Councilmember Henry Robinson (away representing the town on the Beaufort Jasper Economic Opportunity Commission)

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

I. PLEDGE OF ALLEGIANCE:

Mayor Murray opened the meeting at 6:30 pm and led the Pledge of Allegiance.

II. INVOCATION:

Councilmember DeLoach offered the invocation.

III. PUBLIC COMMENT:

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.

IV. PRIORTIZE LIST OF NEEDS FOR NEEDS ASSESSMENT – CDBG

Town Manager Willis explained that Council needed to prioritize a list of needs assessments in order to apply for the Community Development Block Grant which would fund public sewer for the Fort Frederick Sewer Project.

Councilmember Lee moved to adopt a Needs Assessments list as follows:

1. Expansion of sewer in residential and commercial areas
2. Addressing street and sidewalk infrastructure
3. Addressing potential street lighting improvements

Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

Mayor Murray told those present the Councilmember Robinson was out of town representing the Town on the Beaufort Jasper Economic Opportunity Commission.

V. REVIEW AGENDA FOR THE April 14, 2010 COUNCIL MEETING:

Town Manager Willis reviewed the April 14th agenda. He told Council someone from the Union Baptist Church would be attending the meeting to accept the Quit-Claim deed transferring the cemetery on Royal Palms Road to the Union Baptist Church. Mr. Willis said clean-up for the cemetery would cost approximately six hundred dollars.

Town Manager Willis told Council storm water drainage work was under way at the medians on Paris Avenue in front of Port Royal Elementary School. He said he was checking on plantings for the medians and also shepherd hook lights. Mr. Willis stated that when this project was completed work would begin on 9th Street repaving and the 10th Street ally way problems. Mr. Willis told Council he would have a contract for approval at next week's meeting for medians on Ribaut Road.

Town Manager Willis also briefed Council concerning:

- Cypress Wetlands revitalization project going to bid; easement signed
- Mast arm project at Ribaut Road and Lady's Island Drive
- Sale of the Port
- Shrimp dock
- Jefferson Commons – permit issued for repair of balconies
- Landscaping the beds at Richmond Avenue and Water's Dry Cleaners
- Clean-up of Buoy Park
- Northern Regional Plan – TDR discussion; form based code
- Metro Planning Commission

- Paving on Ribaut Road complete
- Columbia Avenue now a dead end street
- Executive budget over budgeted amount due to shrimp dock operation
- Burton Fire District
- Priority list for CDBG grant
- Need to set dates for budget workshops

Town Manager Willis read Ordinance 2009-8 by title and explained the property is located within the Town's future growth boundary as provided by the Comprehensive Plan and the Northern Regional Plan. He showed the property on the map and explained the owners were requesting a Planned Unit Development (PUD) with the Shell Point Neighborhood Overlay.

Engineer Steve Andrews reviewed changes made to the proposed PUD concerning drainage. He stated the plans had been modified to leave the drainage channel uncovered. Mr. Andrews showed a rendering of the development and showed where the different types of buildings would be located. He pointed out an area that previously had been designated as residential but with the new changes would now be a park with walking trails. Mr. Andrews reviewed a list of milestones the developer would have to meet before construction could actually begin. This list included surveys, permits, assessment of wetlands, utilities, infrastructure, etc. He explained in the best of situations, it would be September 2012 before they could begin pouring concrete at the site.

Town Manager Willis reviewed Resolutions 1-2010 and 2-2010 saying they needed to be adopted yearly in order to apply for CDBG grants.

Town Manager Willis reminded Council they needed to reappoint two members to the Redevelopment Commission and possibly appoint one new member.

Council chose to hold the first Budget Workshop on May 5th and schedule others as needed.

Town Manager Willis told Council he had met with the Workman's Compensation provider and said the Town's premiums had been reduced over the past six years from over one hundred thousand dollars to thirty-seven thousand dollars. He explained this decrease was accredited to improvements made and training for employees.

Town Manager Willis said due to expected increases in health and dental insurance, staff was evaluating other companies to get the best services and rates for employees.

VI. IMPORTANT DATES AND INFORMATION:

- A. Monday, April 12, 2010, 5:30 pm – Joint Municipal Planning Commission, 1901 Boundary Street, Municipal Court Building**

- B. Wednesday, April 14, 2010, 6:00 pm, Public Hearing concerning application for CDGB grant – Ft. Frederick sewer project**
- C. Wednesday, April 14, 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.

John Ellerbe speaking on behalf of the Historic Port Royal Foundation invited everyone to attend the third in a series of historic talks sponsored by the foundation. He said Jim Cato, guest speaker and retired newspaper editor, would be speaking on History, People and Places in the Lowcountry. Mr. Ellerbe said the event would be held at 6:30 pm on April 16th in the Union Church on 11th Street.

Mayor Murray congratulated newly appointed Fire Chief Sammy Negron.

VII. ADJOURNMENT:

Councilmember Heyward moved to adjourn the meeting and Councilmember Lee seconded the motion.

The meeting adjourned at 7:25 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 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 meeting.