

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

**November 14, 2007**

**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, Assistant Fire Chief Jim Colwell 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. APPROVAL OF MINUTES:**

- A. Minutes from the Public Hearing of October 3, 2007**
- B. Minutes from the Special Meeting/Council Workshop of October 3, 2007**
- C. Minutes from the Regular Council Meeting of October 10, 2007**

Councilmember Heyward moved to adopt the minutes from the Public Hearing of October 3, 2007, the Special Meeting/Council Workshop of October 3, 2007 and the Regular Council Meeting of October 10, 2007. Councilmember Robinson seconded the motion.

**RE: 071114cm**

The motion carried by unanimous vote.

#### **IV. AMENDMENTS TO THE AGENDA**

Town Manager Willis told Council Mr. Donald Jackson was not present to make the Safety Check presentation therefore he needed to be removed from the agenda.

Councilmember Robinson moved to remove Item B. under Section VI. From the agenda and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

#### **V. COUNCIL BRIEFING:**

Town Manager Willis briefed Council saying the Northern Regional Plan Committee would be meeting this week and that he would be requesting some changes to the plan. He also told Council once an accounting firm was confirmed, they would be working on the TIF collections. Mr. Willis said work had begun on the West Paris Avenue sidewalk.

#### **VI. PRESENTATION:**

##### **A. Drought status update – Dean Moss**

Dean Moss, General Manager of the Beaufort Jasper Water and Sewer Authority briefed Council concerning the severe drought in the southeastern United States. He explained that the rivers and lakes supplying water to the low country were at record lows but said as of now Beaufort and Jasper counties were in fairly good shape. He said if there were no significant rainfall in the next two to three years there would be a serious problem.

##### **B. Safety Check Program – Don Jackson, President, NAACP**

Councilmember Heyward moved to add Mr. Don Jackson (who had just arrived) back on the agenda and Councilmember Robinson seconded the motion.

The motion carried.

Mr. Jackson reviewed the Safety Check Program and explained it was to provide a daily phone call to elderly citizens who live in the Town to insure they are okay. He gave Council a brochure outlining the program and told Council if they chose to enroll in the program tonight the cost would be reduced.

Mayor Murray explained that the program had not been budgeted for and said Council would consider the program at another time.

**VII. PUBLIC 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 two minutes.**

Charlie Williams, Chairman of the Board for the Lowcountry Estuarium, thanked Council for the Memorandum of Understanding and explained the MOU would create a public\private partnership between the Town and the Lowcountry Estuarium. He said this would enhance the Estuarium's ability to apply for public grants. Mr. Williams explained the property for the proposed multi-million dollar complex was labeled as civic open space in the port development plan. He explained that he would be working with the Lowcountry Council of Governments on this project and said they would continue to promote the Town by attracting visitors. Mr. Williams said they would also continue to partner the Beaufort Regional Chamber of Commerce.

**VIII. 2<sup>ND</sup> READINGS:**

- A. Ordinance 2007-62. An ordinance to rezone in the Town of Port Royal, South Carolina, approximately 1.16 acres as shown and described as from Mixed Use-2 (MU-2) with the Shell Point Neighborhood Overlay District to Mixed Use-1 (MU-1) with the Shell Point Neighborhood Overlay District (Savannah Highway)**

Town Manager Willis read Ordinance 2007-62 by title and showed the property on the Map. He explained the conceptual plan had been approved by the Design Review Board and that the Joint Municipal Planning Commission had recommended the rezoning.

Mark Sutton, representing the owner, explained the rezoning would allow for an eat-in restaurant. He said a landscape plan had been completed and that they would save many existing trees. Mr. Sutton said the planned complex would work well for this neighborhood.

Councilmember Lee moved to adopt Ordinance 2007-62 and Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

**IX. 1<sup>ST</sup> READINGS:**

- A. Ordinance 2007-65. 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 11, Parcel 8 (approximately 100 ft. on 16<sup>th</sup> Street)**

Town Manager Willis read Ordinance 2007-65 by title and showed the property on the Map. He explained this sidewalk would connect with an existing sidewalk.

Councilmember Heyward moved to adopt first reading of Ordinance 2007-65 and Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

**B. Ordinance 2007-66. An Historic Preservation ordinance for the Town of Port Royal, South Carolina**

Town Manager Willis read Ordinance 2007-66 by title and showed the property on the Map. He explained a committee had worked to identify properties within the Town of a certain age that would have significant historic value making them eligible for the preservation district. Mr. Willis explained the passage of this ordinance would designate the Town as an historic community and allow the property owners to apply for restoration grants. He said the JMPC had unanimously recommended this ordinance.

Councilmember Robinson moved to adopt first reading of Ordinance 2007-66 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**X. FOR COUNCIL'S ACTION:**

**A. Memorandum of Understanding – Estuarium**

Town Manager Willis reviewed the MOU between the Beaufort Aquarium Corporation, DBA The Lowcountry Estuarium and the Town of Port Royal creating a private/public partnership to build an Estuarium Facility. He suggested that language be inserted into the document concerning timing of the project.

Bob Bender explained if funding were received next year the project should be completed in the next year to one and a half years. He said there was a five-year opt out option at the end of the document and also a thirty-days notice opt out option.

Councilmember Robinson moved to adopt the MOU and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

**B. Award auditing services contract**

Town Manager Willis explained that Doug Crowley and Co. had submitted a bid of approximately nine thousand dollars. He explained they were the company to submit a bid and that the quote was close to what had been paid in the past. Mr. Willis recommended that the contract be awarded to Doug Crowley and Company.

Councilmember Robinson moved to award the auditing contract to Doug Crowley and Co. and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

**C. Award accounting services contract**

Town Manager Willis explained that previously accounting was done by the auditor but due to changes in state law this could no longer be done. He explained that Lisa Wechsler who had done the Town's audit with the firm Mellon and Wechsler had submitted the only bid and recommended that she be awarded the contract for accounting services.

Councilmember Heyward moved to award the accounting contract to Lisa Wechsler and Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

**D. Mediation settlement for 7<sup>th</sup> Street Terraces**

Town Manager Willis reviewed the settlement for the 7<sup>th</sup> Street Terraces project.

Councilmember Robinson moved to accept the settlement and Councilmember Lee seconded the motion.

Mayor Murray and Councilmembers DeLoach, Lee and Robinson voted yes.

Councilmember Heyward abstained because the property in question is owned by a member of her family.

The motion carried.

**XI. IMPORTANT INFORMATION AND DATES:**

- A. Thursday and Friday, November 22 and 23, 2007 – Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of Thanksgiving**
- B. Monday, December 3, 2007, 5:30 PM – Joint Municipal Planning Commission (JMPC) Meeting, 700 Paris Avenue**
- C. Wednesday, December 5, 2007, 6:30 pm - "Christmas in the Park" with a visit from Santa, Live Oaks Park, 14<sup>th</sup> Street and Paris Avenue**

- D. Thursday, December 6, 2007, 5:30 pm – Design Review Board Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- E. Wednesday, December 12, 2007, 6:30 PM – Public Hearing, Yvonne Butler Council Chambers, 700 Paris Avenue**
- F. Wednesday, December 12, 2007, immediately following the scheduled Public Hearing – Regular Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- G. Thursday and Friday, December 24 and 25, 2007 – Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of Christmas**
- H. Tuesday, January 1, 2008 – Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of New Year's Day**

Town Manager Willis reviewed the list of important dates and information.

Town Manager Willis told Council an inventory had been completed to find burnt out street lights in the Town and that the list had been given to SCE&G.

Councilmember Joe Lee commented that mail was arriving after dark in his neighborhood. He said normally it arrived by 4:00 pm.

**XII. PUBLIC COMMENTS: At this time, the Mayor will recognize members of the audience who have submitted Speaker Forms to address the Council on non-agenda items. Each speaker will be limited to two minutes.**

There were no public comments at this time.

**XIII. ADJOURNMENT:**

Councilmember Heyward moved to adjourn the meeting.

The meeting adjourned at 7:20 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 in advance of 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.