



Town of Port Royal

Established 1744

“Behold Us Rising”

**November 21, 2017, 7:00 p.m.
Port Royal Town Council
Port Royal Planning Commission
Joint Public Hearing &
Council Meeting
Official Minutes**

Members Present: Mayor Jim Heimbach, Bill Henderson, Sharon Farmer, JP Wilkerson and Alex Long, Vice-Mayor Monica Chenault

Members Absent: Gladys Fortune

Others Present: Town Manager Travis Quesenberry; Town Attorney Jean Kelly, Town Clerk Terri Harrison

Audience: None present.

The Meeting was called to order at 7:00 p.m.

A quorum was established.

PUBLIC COMMENT: None

AMENDMENTS TO THE AGENDA: None

The Mayor turned the meeting over to the Port Royal Planning Commission who were seated in the Council Chambers.

Members Present: Chairman Alex Long, Secretary Terri Harrison, Cleo Coleman, Phyllis Sue Carpenter and Rick Chenault.

Members Absent: None

Audience: None Present

The Meeting was called to order at 7:02 p.m.

A quorum was established.

The Mayor asked what recommendation the Planning Commission would like to make.

The Planning Commission Chairman called for adoption of the minutes of their November 6th and their continued November 15th Planning Commission meeting. The Chairman recognized all members of the Planning Commission, especially Terri, for her work is preparing the minutes. A great deal of time and thought and work went into the minutes' preparation.

Upon motion by Cleo Coleman with a second by Rick Chenault the Planning Commission voted to adopt the minutes as presented. Voting Aye: Long, Harrison, Chenault, Coleman and Carpenter.

Upon motion by Phyllis Sue Carpenter with a second by Cleo Coleman, the Port Royal Planning Commission recommends the adoption of the recodified Town Code subject to the Code being amended per recommendations as outlined in their official minutes providing they are legally permissible. Aye: Long, Harrison, Coleman, Carpenter, Chenault.

Upon motion by Terri Harrison with a second by Cleo Coleman the Planning Commission closed their meeting at 7:04 pm. Aye: Long, Harrison, Chenault, Carpenter and Coleman.

The Mayor opened the scheduled Public Hearing relating to the Town Code at 7:05 p.m. The Mayor stated the Notice of Public Hearing had been properly advertised, and Town Attorney Jean Kelly is present to answer any legal question the public or the Town Council, or the Planning Commission may have.

The purpose of the Public Hearing was to consider adoption of an Ordinance of Recodifying of the Code of the Town of Port Royal, Virginia.

The Mayor opened the floor to questions and comments regarding the adoption of an Ordinance Recodifying the Code of the Town of Port Royal, Virginia.

The Mayor called for any discussion on the proposed adoption of the Town Code Recodification. Hearing no comments, he called a second time, hearing no comments again, he called a third and final time. Cleo Coleman addressed the Council stating that she had some concern that not all stakeholders had proper notification of the Public Hearing, or knowledge of the draft recodification of the Town Code, understanding the fact that it has been on the Web-site or other social media. Ms. Coleman stated that many folks in Town are not connected to the internet. The Mayor clarified that the Code has been available in the Town Clerk's office and notices have been placed on the Caroline Progress, and on the bulletin board in the Post Office.

The Mayor called for final comment to anyone wishing to speak in reference to the proposed recodification of the Port Royal Town Code. After asking members of Council if they had received any written comment, the Mayor closed the Public Hearing on the Proposed Recodification of the Port Royal Town Code at 7:40 pm

The Port Royal Town council regular session resumed at 7:45 pm

REPORTS OF MEMBERS OF THE TOWN COUNCIL:

Mayor Heimbach reported that Gladys was absent due to her daughter's illness since her recent kidney transplant. The Mayor circulated a card for all to sign to send to the family.

The Mayor reminded Council that VDOT will be holding a stakeholders meeting at Smoot Library in King George, December 7th starting at 10:00 am if anyone would wish to attend. The Mayor also stated that there will be an information meeting in the Town of Port Royal is scheduled for December 14th at 5:00 pm in the Port Royal Volunteer Fire Department meeting hall to discuss the U.S. Route 301 project and the impact of the Harry Nice Bridge construction.

The Mayor reported that the Port Royal Library will be receiving new carpet and bookshelves in January 2018.

The Mayor reported that the George Washington Regional Commission will be meeting on December 4th and 5th from noon to 4 in the Town Hall Chambers.

J P Wilkerson reported that all bills have been turned in for the Fire Programs for reimbursement.

Monica Chenault reported that the Port Royal Community Christmas Party and Tree Lighting is scheduled for Friday, December 8th at 5:30 pm.

Upon motion by Bill Henderson with a second by Alex Long, the Council voted to appropriate \$150.00 on the Christmas party to be used at the discretion of the Events Coordinators, but to include the cleaning of Santa's Suit. Aye: Heimbach, Henderson, Farmer, Wilkerson, Chenault and Long. Absent: Fortune.

11-10 CONSENT AGENDA

Upon motion by Bill Henderson with a second by Sharon Farmer, Council voted to approve the Consent Agenda. Voting Aye: Henderson, Farmer, Wilkerson, Long and Heimbach and Chenault. Absent: Fortune.

11-11 Report of the Town Attorney: Jean Kelly thanked the Planning Commission for their thorough review of the draft Town Code. She clarified that what is in this document is based solely on what was given to her. She did not change any of the ordinances, nothing was re-written in the Zoning or Subdivision Ordinances.

11-12:

11-12.1: Ordinance Adopting and Enacting New Town Code and Ordinance Remodifying the Town Code:

Upon motion by Alex Long with a second by J P Wilkerson the council voted to insert into the Code the official Town Map Plat which was prepared by Webb and Associates and dated July 2, 2014. Aye: Long, Henderson, Heimbach, Chenault, Farmer, Wilkerson. Absent: Fortune.

Upon motion by Alex Long with a second by Sharon Farmer with reference to page 21 1-101. Effective date; repealer: should read, "The provisions of such Code shall be in force on and after the effective date of this ordinance,

and all inconsistent provisions of prior ordinances adopted by the Town of Port Royal are hereby repealed, but only to the extent necessary to remedy the inconsistency. Aye: Heimbach, Henderson, Farmer, Wilkerson, Chenault and Long. Absent: Fortune.

Upon motion by Alex Long with a second by Sharon Farmer, Council voted with respect to page 147; Article II, Residential District R1 Statement of Intent. Council voted for the Statement of Intent for R1, B1 and B2 districts be corrected to reflect the Statement of Intent from the 1992 Zoning Ordinance. Aye: Long, Heimbach, Henderson, Farmer and Wilkerson, Opposed: Chenault, Absent: Fortune.

Upon motion by Bill Henderson with a second by Sharon Farmer, Council voted to remove the word "Vacant" with respect to page 69 5-202-Notice to Cut Weeds. Aye: Heimbach, Henderson, Long, Farmer, Wilkerson, Chenault. Absent: Fortune.

Upon motion by Monica Chenault with a second by J P Wilkerson, Council voted to Reserve Chapter 14 – Special Events and Activities. Aye: Heimbach, Henderson, Farmer, Long, Chenault and Wilkerson. Absent: Fortune.

Upon motion by Alex Long with a second by Sharon Farmer, Council voted to adopt the Code, reserving Chapter 18 Titled Taxation until further research can be made on previously adopted ordinances. Aye: Heimbach, Henderson, Farmer, Long, Chenault, and Wilkerson, Absent: Fortune.

Upon motion by Alex Long with a second by Monica Chennault, Council voted to adopt and enact the Code as amended at the Town Council meeting of November 21, 2017; and further to have the Ordinance made available in two weeks with changes made by the Council at this meeting. Aye: Heimbach, Henderson, Wilkerson, Farmer, Long. Absent: Fortune.

11-14 Action Items:

Upon motion by Alex Long with a second by Bill Henderson, Council voted to pay the invoice from Dewberry Engineers Inc. relating to the Port Royal Water System Improvement project. Aye: Heimbach, Henderson, Farmer, Long, Wilkerson, and Chenault. Absent: Fortune.

Upon motion by Alex Long with a second by JP Wilkerson, motion was made to add Travis Quesenberry to the Town Signature Cards. Aye: Heimbach, Henderson, Chenault, Wilkerson, Farmer and Long. Absent: Fortune.

11-15 Discussion Items:

11-15.1 Discussion relating to formation of Council Committees: Tabled

11-15.2 Discussion relating to a Professional Event Planner: Tabled

11-15.3 Discussion relating to Resolution Requesting that the Speed Limit through Town be reduced to 35 Miles Per Hour.

Upon motion by Alex Long with a second by J P Wilkerson, Council voted to adopt a resolution with respect to reducing the speed limit through Town to 35 mph. Aye: Heimbach, Henderson, Farmer, Long, Wilkerson and Chenault; Absent: Fortune.

Town Council directed the Town Manager to send the adopted resolution to appropriate officials.

11-17: Report by Town Manager.

The Town Manager provided an update on the Water Improvement Project.

The Town Manager noted that copies of the Water System Lead and Copper results and Water System Consumer Confidence reports were provided in the Town Council packet information.

The Town Manager reported that the Town had received a \$3,500 grant for FY2018 litter prevention and recycling activities.

11-18 Information Items:

Bid Opening is November 30th at 2:00 PM for the Water System Improvement Project.

11-19 Closed Session: None

Upon motion by J P Wilkerson with a second by Sharon Farmer, Council adjourned the meeting at 9:30 pm. Aye: Heimbach, Henderson, Farmer, Long, Wilkerson and Chenault. Absent: Fortune.

Respectfully submitted,



M. Therese Harrison
Town Clerk