



Town of Port Royal

Established 1744

“Behold Us Rising”

Town of Port Royal Council Minutes August 19, 2014

The Port Royal Town Council met on Tuesday, August 19, 2014, at 7:00 PM in Town Chambers. Roll was taken; members present were Mayor Long, Vice Mayor Jim Heimbach, Bill Henderson, and Phyllis Sue Carpenter. Members absent at roll call were Della Mills, Monica Chenault, and Gladys Fortune. Mayor Long stated that she had received a call from Della stating she was running a few minutes late. Monica Chenault’s absence was work related and unavoidable. The Town Manager, Bill Wick was also in attendance.

A quorum was established.

Mayor Long asked if there were any changes to the agenda. Vice Mayor Heimbach requested that the order of the agenda be changed to allow time for Della Mills to be present for the presentation from the guest speakers from AquaVirginia.

Consent Agenda:

- The minutes were received; motion was made by Bill Henderson and seconded by Jim Heimbach to accept the minutes as presented. Motion carried.
- The Treasurer’s report was received; motion was made by Jim Heimbach and seconded by Bill Henderson to accept the report as received. Motion carried.
- The Clerk’s report was accepted by Council.

Old Business:

Charter Day: Bill Wick reported on behalf of the Charter Day Committee that responses from Vendors has been good. The same band will be performing as last year. The Pirate will be here again this year at no cost to the Town. The Pirate Boat from Hampton will also be here and too, will not charge anything for having their boat here or for gasoline. The committee is considering having the King Street Dedication on that same day, no definite decision on that to date. The committee is waiting on input from Historic Port Royal regarding their partnership. This will help defray the cost for advertising and hopefully help to increase the attendance, as they plan to have a few houses open for tour. Bill Henderson, committee member for Charter Day and Board Member for HPR, stated that the two groups are seeking corporate sponsorship to help with the cost of advertising. Phyllis Sue suggested that the drink tables be closer to the food vendors.

King Street Project: Bill Wick stated that final plans have been received for the King Street Project and reviewed with Kevin Wightman, Building Official. VDOT has accepted all permit requests without question. Bill Wick stated that the Council needs to accept the permits as presented. I.e., portable toilets, signs, turn around area, two handicap parking places on Tim Lockerr's side, surveillance cameras. Bill also stated that the anchor that holds the pier in place will be 5feet deep.

Jim Heimbach requested that the Council be given time to review the VDOT package prior to signing the resolution. Bill Wick had a copy of the package and gave it to Council for their review, and authorization.

Proposed Work Sessions: The Council decided on the first Tuesday of each month at 7:00 pm for the next three months to have as work sessions. The first work session, Sept. 2, will be devoted to financial matters and to laying out a plan to finish review of the remaining chapters of the Bowling Green Town Code.

Working Budget for the Town: Jim Heimbach created a working budget for the Town based on past expenditures. He has designed a method for check authorizations for the Town to review and decide if they wish to implement this method.

First Guest Speaker: AquaVirginia, Inc. – Presentation. Cliff Parker, Director of Corporate Development and Engineering gave a PowerPoint presentation on privatizing the Town water system with their company. A copy of the PowerPoint will be attached to the minutes book for reference. Accompanying him were two of his colleagues, Shannon Becker, President, and Stan Canstellio, Operations Manager.

Some questions asked by Council members were,

- How long approximately would it take from day 0 until the changeover could be made (*Approximately 6 months, but usually less time*).
- Would the present ground water tank presently owned by the Town, located/stored in New Kent be the Town responsibility for transporting? (*No, Aqua would make the necessary arrangements to have it moved to Port Royal*).
- Would there be a new connection fee for new water customers? (*Yes, approximately, \$1995.00*).
- Customers who have a leak, is there any type of allowance for that in their billing? (*Yes, as long as it is not on-going and the customer takes care of it. There is presently written into their terms a once every two year allowance for adjustment for leakage*).
- What keeps the company from over-charging the customers? (*They have to follow guidelines set forth by the State Corporation Commission. They state that they are also very community oriented, in that they help out where they can with local events happening in the communities, such as the Charter Day Event*).

The Council thanked Mr. Parker and his colleagues for their presentation.

The Mayor called for a short 5 minute recess of the Council to allow time for the guest speakers to pack up their projectors and screens.

The meeting reconvened.

Second Guest Speaker: Alan Roberson of C.E.C. (Community Engineer Corp)

Mr. Roberson stated that his organization can provide assistance with the application process for obtaining water grants. They also can provide assistance for the Town in their recruitment of engineers.

Jim Heimbach reminded Council that Grant funding typically covers only 30%. The Town will still need to be able to show how it can service the debt. Alan stated that this is another alternative to the Town making its decision whether to privatize for to seek grants to re build the water system. The Town will need to perform grant writing and research, have oversight and administration, it will be a lot of work.

Alan will do more research and crunch more numbers and report back to the Council.

Jim Heimbach stated that we need to gather more information, facts and figures, and hold a Town Meeting, because this is a decision that will affect everyone in the Town. The Council was in agreement.

New Business:

MetroCast: Bill Wick reported that a representative from MetroCast will be invited to the next meeting to discuss their franchise agreement between MetroCast and the Town of Port Royal.

Town Attorney: The Town Council entertained a brief discussion on engaging an attorney for the Town to be available on an as-needed basis. The Mayor asked Council to consider a few names and bring them to the next Council meeting.

Change of Town Council Meeting Date: The Town Council passed a resolution to have the date of the regular meeting in September changed due to a conflict. There will be a Russian Concert, Lyra, in Port Royal on September 16. The meeting date was changed to Monday, September 15 at 7:00 pm.

Other New Business:

Phyllis Sue Carpenter shared with Council, National Night Out for Anti-Crime. The Council asked her to research it more and share with the Council at the September Council meeting.

Hearing no further business, the meeting came to a close. Motion to adjourn the meeting was made by Jim Heimbach and seconded by Phyllis Sue Carpenter. Motion Carried.

Respectfully Submitted:

Terri Harrison

Terri Harrison
Town Clerk