

Town of Port Royal

Council Minutes

February 19, 2013

The Port Royal Town Council and the Port Royal Planning Commission met at the Town Hall on Tuesday, February 19, 2013 for a Joint Public Hearing which had been properly advertised for two consecutive weeks in the Caroline Progress.

A quorum of each body was established. Members present were:

Town Council: Mayor Nancy Long, Jim Heimbach, Bill Wick, Bill Henderson, Monica Chenault, Della Mills; Oliver Fortune was absent due to a medical condition.

Port Royal Planning Commission: Chairman Alex Long, Terri Harrison, Liz Heimbach, Nancy Wick, Mark Hampton; Nan Fisher was absent due to a scheduling conflict.

Citizens in attendance were Tim & Tammy Locklerr, Jane Robinson, Justin Long.

The purpose of the Public Hearing was to receive information on the Grant Application process that the town is working towards for the water system. Kevin Byrnes of George Washington Regional Commission is working along with the council to apply for the grant. He provided a PowerPoint slideshow. A copy of the slideshow is attached for record.

After an informative outline of the process to date, Kevin Byrnes turned the meeting back over to Mayor Long. Citizens were asked by the Mayor if they had any questions. A sign-up sheet had been given for citizens wishing to speak. Alex Long, Chairman of the Planning Commission, first thanked Nancy Long, Jim Heimbach, and Bill Wick for the long hours of work that they have put into working toward obtaining this grant and for their vision. His comments to the council were that this is just a bootstrap; we need to look at the larger picture with ideas of placement of a water tank on the hill. Do the best we can at this stage but look at the bigger area/community. Jim Heimbach stated that his comments are very much in line with what the Planning Commission and the Town Council have in mind, with hopes of new water lines, fire hydrants; however there may be a flow requirement that we may not be able to meet. One advantage Jim pointed out is that with the ground tank, it can be relocated at a future time onto the hill if the opportunity arises. Alex requested that the council look into the placement of the hydrants with the understanding that they would be capped at this time, but would be in place later down the road. Jim outlined that with Stage I – the water pressure problems experienced will not be alleviated, however with Stage II – larger pipes would enhance the water pressure. Tim Locklerr stated that this grant is purely for public health drinking water. Tim also stated that the older homes in the town might not be able to withstand the added pressure. Tim has lived in the town for approximately 40 years and he sees no real change in the amount of pressure. Monica Chenault thanked both the Planning Commission and the Town Council for their hard work. She noted that we are trying to take a proactive stand and make repairs before the water tower collapses. She also thanked those who turned out for the Public Hearing and for their support for the town council and its endeavors.

Hearing no further comments, The Mayor called for the closing of the Public Hearing. Motion was made by Jim Heimbach to close the public hearing. Motion was seconded by Bill Wick. Motion carried.

The Mayor stated that we would take a 5-minute recess prior to opening the regularly scheduled Port Royal Town Council Meeting.

The Port Royal Town Council meeting opened at 7:35 pm. The clerk called roll and a quorum was established.

Consent Agenda:

Motion was made by Bill Wick to accept the consent agenda, motion was seconded by Jim Heimbach. Motion carried.

Old Business:

King Street Project:

The grant process is proceeding well for the Soft Boat Launch at the bottom of King Street. Nancy stated that illustrations need to be completed on the grounds around the shoreline. She stated that she would be mailing letters to the two property owners who would be neighbors of the soft launch.

Water Grant:

Covered in Public Hearing.

Veterans Memorial

Bill Henderson reported on the ongoing preparations for the veterans memorial. Bricks are now being sold. He will use the escrow account for his brick deposits and for the expenditures. Bill is hopeful to have the project complete and ready for a November 11th dedication. He stated that commendations may be added to the bricks.

JLUS

The next meeting will be held on March 6th at 9am at the Bowling Green Town Hall.

Audit

Raymond K. Grimes of Tappahannock discussed the size of the town with Terri. He stated that generally the practice is for two members of council or outside business people to do the audit of the accounts. He agreed to oversee a review for 2012. We will be required to pay to people to assist him and reimburse their mileage. However, he will not charge the town for his services. Motion was made by Jim Heimbach to accept the services of his company. Motion was seconded by Bill Wick. Motion carried.

New Business:

Grant for the Port Royal Volunteer Fire Department: Mayor Long stated that there is an Emergency Service Grant offered by the Rappahannock Electric Company. Nancy

requested that the town apply for the grant to be awarded to the Volunteer Fire Department Kitchen for the ladies auxiliary. Bill Wick has offered to write the grant. The council was in agreement.

Employee: Mayor Long stated that she wanted to bring to the council's attention the good work that is being done by David Gonce. He is going above and beyond the minimum requirements of his contract. He is assisting Terri with water disconnects and notice placements on doors of homes alerting residents that they are close to having their water disconnected. He is also placing locks on the water meters when and if needed. The meter readings were not completed in 2012; he has taken readings for the commercial accounts in January 2013 to get back on track. This is a job responsibility of the maintenance personnel, which has not been completed. It was noted, however, that the maintenance personnel have otherwise done a very good job with removing the trash at the river and on the playground.

Easter Egg Hunt: The ladies of the Episcopal Church and the Department of Parks and Recreation are planning an Easter Egg Hunt. The Mayor asked council if they wished to participate in the activity. The council agreed to donate \$50.00 to the hunt.

Citizen Comment: None.

The Mayor stated that the council would be going into closed session. The council went into closed session at 8:30 pm.

The council came out of closed session at 8:45 pm.

The council meeting was re-opened. Motion was made by Jim Heimbach to adjourn the meeting. Motion was seconded by Monica Chenault. Motion carried.

Mayor Long reminded council that there would be a short work session in the town chambers on Friday, February 22, 2013, at 6:00.

Mayor Long reminded council that the Board Of Supervisors would be meeting on Tuesday, February 26, in the Community Services Building in Bowling Green for their work session. At this meeting the Town of Port Royal's request for Boundary Adjustment will be the first item on their agenda. Mayor Long urged all members of council to attend.

Hearing no further business, the meeting came to a close by the motion made prior to the reminders.

Respectfully Submitted:

M. Therese Harrison

Town Clerk