



# Town of Port Royal

Established 1744

*“Behold Us Rising”*

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## **Town of Port Royal Council Minutes January 15, 2013**

The newly elected town council met on Tuesday, January 15, 2013 for their first council meeting after having taken their oaths prior to the end of December 2012. Members included, Nancy Long, Jim Heimbach, Bill Henderson, Bill Wick, Monica Chenault, Oliver Fortune, and Della Mills.

A quorum was established.

The first order of business was the elections of officers.

Motion was made by Bill Wick to nominate Nancy Long as Mayor of the Town of Port Royal. The motion was seconded by Jim Heimbach. Hearing no other nominations, Bill Wick moved that the nominations be closed. The council voted unanimously to approve the motion to elect Nancy Long as the Mayor of Port Royal.

Motion was made by Jim Heimbach to nominate Bill Wick as Vice Mayor, the motion was seconded by Monica Chenault. Hearing no other nominations, Jim Heimbach moved that the nominations be closed. The council voted unanimously for Bill Wick to be the Vice Mayor of the Town of Port Royal.

Motion was made by Bill Henderson to nominate Monica Chenault to be councils representation on the Planning Commission. Hearing no other nominations, the floor was closed to nominations. Motion was seconded by Oliver Fortune. The council voted unanimously to approve the motion. Motion carried; (Members of the Planning Commission are, Monica Chenault, Alex Long, Chair, Terri Harrison, Elizabeth Heimbach, Mark Hampton and Nancy Wick).

Board of Zoning Appeals – Tabled until February or March meeting.

The council, by common consent re-appointed Jim Heimbach to serve as their representative on the AP Hill Community Commission.

Mayor Long read a thank you note addressed to the council from Rosie Upshaw. The council gave her a Christmas Wreath as a thank you for her years of dedicated service to the town serving as a council member.

### **Consent Agenda:**

Motion was made by Bill Wick and seconded by Jim Heimbach to accept the consent agenda. Motion carried. Jim suggested that future reports have an attachment to help identify entries listed in line items. Terri will prepare the worksheet for the January report in February.

### **Old Business:**

Boundary Line Adjustment –

Bill Wick, Jim Heimbach and Nancy Long attended the meeting of the Caroline County Board of Supervisors. The BOS scheduled a work session for February 26<sup>th</sup> (Tuesday) around 5pm or 6pm. to discuss the boundary adjustment request coming from the town.

#### King Street Project –

Bill Wick reported that the planning stages are underway and that the town has received grant funds from the Virginia Department of Inland Fisheries and the Chesapeake Bay Conservancy each in the amount of \$10,000.00 for the soft launch project. The Bayshore Planning are in the process of preparing a plan for signage and the living shore line design. Bill reported that at this point the soft launch is ready to proceed however we still need to look to obtain funds for the building of the pier. Bill stated that parking is not an issue as the town has received permission for usage of the parking lot owned by Memorial Baptist Church along with on street parking which is available on the town streets. Bill also stated that Porta Potties are not required.

#### Water Grant:

##### Veterans Memorial:

Bill Henderson reported that the gun is now in place thanks to the good work of Bill Carpenter, Oliver Fortune and the crew working on the bridge. Bill reported that no funds have been spent in getting the project to the stage it presently is, that all materials have been donated. Bill will be speaking to Emmett Lowe of L&G Truck and Auto sales to see if he would give the town a price in painting the gun. The next step will be the brick sales. The color of the brick has not yet been decided on.

#### Water Grant Update:

Jim Heimbach stated that the town was awarded a grant in the amount of \$3,000.00 to begin the project, with the first task working to obtain a \$15,000.00 grant for planning the construction proposal. Kevin Byrnes of the George Washington Regional Commission is leading the effort. There will be a management team meeting on Thursday, January 17, 2013 at 10:00 am in the Town Hall. There is a short questionnaire that needs to be filled out by each Port Royal household stating their income level and the number of persons residing in the home which will be a determining factor in whether we meet certain criteria for the grant.

#### JLUS

Joint Land Use Study will be having three meetings in the next couple weeks, one which will be here at the Reserve Center; They are trying to have meetings in areas that will make it more convenient for citizens to attend and not have to drive so far.

#### Tree Lighting:

Monica Chenault reported that the tree lighting went very well. It was a huge success and was enhanced by partnering with the County and St. Peter's Episcopal Church. The children seemed to really enjoy helping to decorate the Christmas tree too.

#### **New Business:**

##### Safety –

Monica reported to the council that she and her husband were the victims of a robbery the weekend of Thanksgiving. Their custom built automobile trailer was stolen during the early morning hours. She reported that she has not heard anything back from the Caroline County Sheriffs Department; Terri Harrison gave Monica Scott Mosher's contact information and ensured her that if she contacts Scott that he will help her to obtain information regarding the case.

##### Audit of 2012 Finances

The town will obtain a professional CPA this year to look over the books, rather than having the council committee do it as they have in the past. Terri will research and bring back to council the names of a few CPA's in the area and their rates that they charge.

It was reported that the tenants living at the corner of Middle and Market street in the old "Cadon Manor" house have a son who is riding his 4 wheeler on the town streets and the town green which is a violation. The council instructed Terri to write a letter to the landlord advising them of this activity and ask that they have it stopped immediately. Terri advised council that she has already sent a letter to the same property

owner and the tenants advising them that they are not supposed to be using the dumpster located in Victory Mobile Home Park and requested that they stop using that site and explained to them where the Caroline County convenience site is located.

Customer Comment: None (one person in attendance, the reporter from the Caroline Progress, Mr. Eric Miller

Hearing no further business, motion was made by Jim Heimbach to adjourn the meeting. Motion was seconded by Oliver Fortune, motion carried.

The meeting was adjourned.

Respectfully submitted

M. Therese Harrison  
Secretary