



Town of Port Royal

Established 1744

“Behold Us Rising”

Port Royal Town Council

Meeting Agenda

21 April 2020

6:00 p.m.

At Port Royal Volunteer Fire Department, this meeting is a continuation of the 14 April meeting, which was recessed, as voted upon by Town Council

CALL TO ORDER – Mayor

Roll Call – Town Clerk

- **Establish a quorum**

This is a regularly scheduled meeting of the TC. However, due to the Covid-19 pandemic and orders from the Governor’s Office and other governmental authorities, the agenda is kept to items requiring immediate actions necessary to maintain/advance the health, safety and general welfare of Town citizens and efficient functioning of this Town government.

The meeting will be at the Port Royal Volunteer Fire Department, which has more room than Town Hall to facilitate social distancing. The meeting is open to the general public, for up to a total of ten (10) people, each practicing social distancing.

A conference call is set up for TC members to participate. A number of staff and Council members have underlying health issues, and/or do not want to endanger others, they come in contact with, and therefore cannot and will not participate physically at this TC meeting. They can participate by phone.

If a member of the Public wants or needs to participate, they can by means of the phone used by the Mayor, which will be kept on speaker phone for the public. The meeting will be recorded by a digital recording device. Minutes will be taken by Town Clerk and archived in the official records of the Town.

AMENDMENTS TO THE AGENDA

PUBLIC COMMENT

- Comments will be limited to three minutes, per person, in order to afford everyone an opportunity to speak. If comments relate to a specific public hearing item, we ask that you offer those comments at the time of the public hearing.

| ITEM NO. | DESCRIPTION |
|-----------------|--------------------|
|-----------------|--------------------|

04-10

Consent Agenda:

04.10-1 Adoption of Caroline County Declaration of Emergency; passed unanimously

04.10-2 Adoption of Governor’s Declaration and Emergency Ordinance; passed unanimously

04-10.3 Adoption of Remote/Electronic Meeting Ordinance; passed unanimously

04-10.4 Minutes of March 2020 Council meeting; adopted unanimously

04-11

Financials – March 2020

- Review and questions as to documents Not addressed, not of emergency nature

04-19

Action Items:

4-19.1 Approval of VRA Payment for \$9,534.98. Remittance to come from the water account. Passed unanimously and authorization for future payments.

4-19.2 Review of Draft FY20/21 Budget and approval of a Public Hearing for May or June. No action, critical need. Work scheduled for 21 April and May 05; passed unanimously.

4-19.3 Approval of an ordinance to reduce pay of Town Manager, Town Clerk and fee to law firm (Hefty Wiley) by half beginning May 01 2020 and extending to September 01 2020; but subject to review and change at each monthly Town Council meeting, such that as revenues increase the policy can be changed. No action, some believe critical need; others do not see critical need.

4-19.4 Request and/or acceptance of Bid Proposals for Lawn Maintenance. Agreed for Jeff Issacs to act as committee to work on bids.

4-19.5 Authorize payment of insurance to VML (about \$2,400 +/-).

04-20

Discussion Items:

04-20.2 Update on Sercap Water Rate Study; required for Budget and keep water system solvent and functioning properly.

04-21

Information Items:

Voted to recess this meeting to 6:00 PM at the Port Royal Volunteer Fire Department on 21 April 2020. Town Clerk and Town Manager to set up conference call and set out all public notices as soon as possible.

419 King Street ~ P.O. Box 29 ~ Port Royal, Virginia 22535 ~ (804) 742-5331

www.thetownofportroyal.com