

Town of Port Royal

“Behold Us Rising”



Established 1744

Port Royal Town Council
Meeting Minutes
September 26, 2024
6:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

CALL TO ORDER OF THE TOWN COUNCIL

J.P. Wilkerson, Mayor, opened the Town Council Meeting at 6:00 p.m. and noted a quorum was present.

Members Present: Mayor J.P. Wilkerson, Vice-Mayor Donna Wilkerson, David Carpenter and Angela Golden (remote).

Members Absent: Justin McArdle

Others Present: Allyson Finchum, Town Manager and Nancy Long, Caroline County Board of Supervisors

AMENDMENTS TO THE AGENDA

The Town Manager asked that Action Item 9-13.1 be moved to the beginning of the meeting. The Town Council agreed. No motion was made.

ACTION ITEM

- 9-13.1 New Port Royal Branch Library Hours (Nancy Long, Caroline County Board of Supervisors)

Nancy Long discussed the hours of the Port Royal Branch Library Branch. She suggested the hours change to Monday and Wednesday 9:00am-2:00pm, Friday 12:00pm-5:00pm, and Saturday 9:00am-2:00pm. These hours would accommodate more people coming through the Town on the weekends.

On the motion of Vice-Mayor Donna Wilkerson, seconded by Council Member David Carpenter, which carried a vote of 4-0, the Town Council voted to accept the new library hours as presented and/or as Caroline County deemed fit.

Voting Aye: Mayor J.P. Wilkerson, Vice-Mayor Donna Wilkerson, Angela Golden, and David Carpenter

Opposed: None.

Absent: Justin McArdle

Motion passed unanimously. No further discussion.

PUBLIC COMMENT

Nancy Long, Caroline County Board of Supervisors member advised that the pier needed repairs. Ms. Long stated the rail on the riverside had pieces splintered out in the center.

9-10 APPOINTMENTS

- **9-10.1 Appointment of Trish Chenault as Town Clerk**

On the motion of Council Member David Carpenter, seconded by Vice-Mayor Donna Wilkerson, which carried a vote of 4-0, the Town Council voted to appoint Trish Chenault as the Town of Port Royals Town Clerk.

Voting Aye: Mayor J.P. Wilkerson, Vice-Mayor Donna Wilkerson, David Carpenter and Angela Golden.

Opposed: None.

Absent: Justin McArdle

Motion passed unanimously. No further discussion.

9-11 CONSENT AGENDA AND 9-12 FINANCIALS – AUGUST 2024

- **9-11.1 and 9-12.1 Approval of Meeting Minutes of the August 22, 2024 Town Council Meeting and Financials.**

On the motion of Vice-Mayor Donna Wilkerson, seconded by Council Member David Carpenter, which carried a vote of 4-0, the Town Council voted to approve the Consent Agenda and Financials as presented.

Voting Aye: Mayor J.P. Wilkerson, Vice-Mayor Donna Wilkerson, David Carpenter and Angela Golden.

Opposed: None.

Absent: Justin McArdle

Motion passed unanimously. No further discussion.

9-13 ACTION ITEMS

- **9-13.2** Appropriate ARPA Funds for repair of Town Hall
- **9-13.3** Appropriate ARPA Funds for shed

On the motion of Council Member David Carpenter, seconded by Vice-Mayor Donna Wilkerson, which carried a vote of 4-0, the Town Council voted to appropriate the ARPA funds for the repairs to Town Hall which include a new shed.

Voting Aye: Mayor J.P. Wilkerson, Vice-Mayor Donna Wilkerson, David Carpenter and Angela Golden.

Opposed: None.

Absent: Justin McArdle

Motion passed unanimously. No further discussion.

- **9-13.4** Approve hourly versus salaried compensation for Town Employees

On the motion of Council Member Angela Golden, seconded by Council Member David Carpenter, which carried a vote of 4-0, the Town Council voted to approve the hourly versus salaried compensation for Town employees with a rate of \$20/per hour for the Town Clerk and a rate of \$40/per hour for the Town Manager.

Voting Aye: Mayor J.P. Wilkerson, Vice-Mayor Donna Wilkerson, David Carpenter and Angela Golden.

Opposed: None.

Absent: Justin McArdle

Motion passed unanimously. No further discussion.

- **9-13.5** Approve new contract with Town Manager

Discussion for this has been postponed until the October Meeting.

REPORTS

- **9-14.1** Reports of Members of Town Council
 1. J.P. Wilkerson, Mayor = None
 2. Donna Wilkerson, Vice-Mayor = None
 3. Angela Golden = None
 4. David Carpenter = None
 5. Justin McArdle = None

INFORMATION ITEMS

- **9-15.1** Ordinance Amendments

The Town Manager advised there will be a joint hearing for the Ordinance Amendments.

ADJOURNMENT

On the motion of Vice-Mayor Donna Wilkerson, seconded by Council Member David Carpenter, which carried a vote of 4-0, the Town Council motions to adjourn the September 26, 2024 Town Council meeting at 7:16 pm.

Voting Aye: Mayor J.P. Wilkerson, Vice-Mayor Donna Wilkerson, David Carpenter and Angela Golden

Opposed: None.

Absent: Justin McArdle

Motion passed unanimously. No discussion.