

Town of Port Royal

“Behold Us Rising”



Established 1744

Port Royal Town Council
Meeting Minutes
September 20, 2022
6:00 p.m.

CALL TO ORDER

Mayor Long opened the Town Council Meeting at 6:02 p.m. and noted a quorum was present.

Vice-Mayor called roll.

Members Present: Mayor Alex Long, Vice-Mayor Donna Wilkerson, Angela Golden, J.P. Wilkerson, Justin McArdle.

Members Absent: Monica Chenault, Edgar Yates.

Others Present: Allyson Finchum (remote).

AMENDMENTS TO THE AGENDA

The Town Council adopted the agenda by a vote of 5-0.

Voting Aye: Mayor Alex Long, Vice-Mayor Donna Wilkerson, Angela Golden, J.P. Wilkerson, Justin McArdle.

Opposed: None.

Absent: Monica Chenault, Edgar Yates.

Motion passed unanimously. No discussion.

PUBLIC COMMENT

None. Public comment closed.

REPORTS FROM TOWN COUNCIL MEMBERS

Donna Wilkerson, Vice-Mayor – None.

Angela Golden – None.

Monica Chenault – Absent.

J.P. Wilkerson – Collection of money by panhandlers at intersection of Routes 17 & 301. Caroline County deputies responded to incident but no law that prohibits.

Edgar Yates – Absent.

Justin McArdle – None.

Alex Long, Mayor – None.

CONSENT AGENDA

Approval of Meeting Minutes of the August 16, 2022, Town Council Meeting

On the motion of Mr. Wilkerson, seconded by Ms. Golden, which carried a vote of 5-0, the Town Council voted to approve the minutes of the August 16, 2022, Town Council Meeting.

Voting Aye: Mayor Alex Long, Vice-Mayor Donna Wilkerson, Angela Golden, J.P. Wilkerson, Justin McArdle.

Opposed: None.

Absent: Monica Chenault, Edgar Yates.

Motion passed unanimously. No discussion.

Financials – August 2022

On the motion of Mr. McArdle, seconded by Ms. Wilkerson, which carried a vote of 5-0, the Town Council voted to accept the August 2022 Financials.

Voting Aye: Mayor Alex Long, Vice-Mayor Donna Wilkerson, Angela Golden, J.P. Wilkerson, Justin McArdle.

Opposed: None.

Absent: Monica Chenault, Edgar Yates.

Motion passed unanimously. No discussion.

Report of the Town Attorney

None.

Report of the Town Clerk

Report with the Town Manager.

Report of the Town Zoning Administrator

Tall grass/weeds and trash/debris violation abatement is in process.

Report of the Town Manager

The site plan process of Royal Farms continues with local and state agencies. Most agencies have found the plan approvable. Plan remains under review by VDOT.

Services to codify the Town Code by Municode will cost \$11,000 - \$14,000 which includes their attorneys and staff reviewing the current Town of Port Royal code for consistency with state law. The annual fee is \$1700 for Municode to host the Town code and input future code amendments prepared and adopted by the Town.

Recovery Act funds may be used for this project with Council's approval.

Boards/Commissions/Agency Representatives and Public Hearings

None.

ACTION ITEMS

9-19.1 – FOIA Training. Request by Town Council for Town Attorney to hold FOIA training preferably by remote participation.

9-19.2 – Worksession for Road Improvements to Route 301. To be held on an upcoming Tuesday at 6 pm. Date to be determined.

DISCUSSION ITEMS

9-19.1 Municode – Discussed under Town Manager report.

9-19.2 Historic District Preservation Ordinance. Mayor to provide information to Council on hiring expert to prepare an ordinance.

INFORMATION ITEMS

None.

OTHER MATTERS

None.

ADJOURNMENT

On the motion of Mr. Wilkerson, seconded by Ms. Golden, which carried a vote of 5-0, the Town Council voted to adjourn the September 20, 2022, meeting at 6:52 p.m.

Voting Aye: Mayor Alex Long, Vice-Mayor Donna Wilkerson, Angela Golden, J.P. Wilkerson, Justin McArdle.

Opposed: None.

Absent: Monica Chenault, Edgar Yates.

Motion passed unanimously. No discussion.

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the minutes approved by the Town Council.

Allyson Finchum, Town Manager/Clerk

Date