

James E. Woods, Mayor
Jay G. Foy, Vice Mayor
Jerry E. Beavers, Council Member
Henry "Butch" Lynch, Council Member
Mark C. Uptegraph, Council Member
John Fenn Foster, Town Attorney
Janice C. Rutan, Town Administrator



**TOWN OF HAVERHILL
PUBLIC HEARING
MILLAGE RATE/
BUDGET FOR FY 2009/2010
Thursday, September 24, 2009
7:00 p.m.
Town Hall – 4585 Charlotte Street**

- I. Call to Order
- II. Invocation and Pledge of Allegiance
- III. Roll Call
- IV. Approval of Agenda
- V. Adopt Millage Rate for FY 2009/2010
 - a. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, LEVYING A TAX OF 4.2952 MILLS UPON THE TAXABLE NON-EXEMPT PROPERTY WITHIN THE TOWN OF HAVERHILL FOR THE 2009-2010 FISCAL YEAR RESULTING IN 11.02 PERCENT DECREASE OVER THE ROLLED BACK RATE OF 4.8270 MILLS.
- VI. Adopt Budget for FY 2009/2010
 - a. RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, ADOPTING THE 2009-2010 BUDGET OF THE TOWN OF HAVERHILL.
- VII. Comments from the Public (items not on agenda)
- VIII. Adjournment

TOWN COUNCIL REGULAR MEETING
Town Hall Council Chambers
Thursday ~ September 24, 2009
Immediately following close of Public Budget Hearing
AGENDA

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF THE CONSENT AGENDA**
 - a. Approve Minutes of the August 13, 2009 Regular Meeting; August 27, 2009 Regular Meeting and September 10, 2009 Regular**
- IV. PROCLAMATIONS AND PRESENTATIONS**
 - a. Presentation of the Audited Financial Reports for the Town of Haverhill Fiscal Year ended September 30, 2008 by Grau & Associates**
- V. COMMENTS FROM THE PUBLIC**
- VI. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- VII. SECOND READINGS AND PUBLIC HEARINGS**
- VIII. FIRST READINGS AND REGULAR AGENDA**
 - a. Approve expenditures and line item transfers for the Fiscal year ending September 30, 2009**
 - b. Vote to approve the carry forward fund balances remaining in line item 001-4100-541-6303 for the fiscal years 2007/2008 and 2008/2009 to be used during the fiscal year 2009/2010 for the Club Road sidewalk project.**
 - c. Consider quotes received for the resurfacing and striping of Town Hall parking lot**
- IX. REPORTS**
 - Town Attorney**
 - Mayor**
 - Consultants**
 - Assistant Town Administrator/Town Clerk**
 - Committee/Delegate Report**
 - Treasurer's Report (included in packet)**
- X UNFINISHED BUSINESS**
- XI NEW BUSINESS**
- XII ADJOURNMENT**

Notice: If any person decides to appeal any decision of the Town Council at this meeting, he/she will need a record of the proceedings and for this purpose; he/she needs to ensure that a verbatim record of the proceedings is made. The record must include the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.0105. The Town of Haverhill does not prepare nor provide such verbatim record.

In accordance with the provisions of the American with disabilities Act (ADA), this document can be made available in an alternate format (large print) upon request. Special accommodations can be provided upon request with three (3) days advance notice of any meeting, by contacting Janice C. Rutan, Town Administrator at the Haverhill Town Hall, 4585 Charlotte Street, Haverhill, Florida. Phone Number (561) 689-0370 Facsimile Number (561) 689-4317

TOWN OF HAVERHILL
Public Hearing
Millage Rate/Budget for FY 2009/2010
September 24, 2009
Town Hall – 4585 Charlotte Street

Pursuant to the foregoing notice, the regular meeting of the Town Council was held on Thursday, September 24, 2009 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were James E. Woods, Mayor; Jay G. Foy, Vice Mayor; Jerry Beavers, Council Member; Henry Lynch, Council Member; and Mark Uptegraph, Council Member. Also present were John Fenn Foster, Town Attorney; Janice C. Rutan, Town Administrator; Marie Couture, Office Assistant; and Joseph Roche, Code Enforcement Officer.

CALL TO ORDER

Mayor Woods called the meeting to order at 7:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Woods offered the Invocation and led the Pledge of Allegiance.

ROLL CALL

The Clerk called the roll, all members were present.

APPROVAL OF AGENDA

There being no additions, substitutions or deletions to be made, the agenda stood as presented. **Vice Mayor Foy asked to have item VII. Comments from the Public (items not on agenda) removed from the agenda. Mayor Woods concurred that Comments from the Public would be asked after item V. & item VI. Had been read and discussed.** Mayor Woods asked if there was a motion to approve the Agenda as amended. **A motion was made by Vice Mayor Foy and seconded by Councilman Lynch. The motion was unanimously passed by a (5-0) vote.**

V. RESOLUTION R2009-08 ADOPT MILLAGE RATE FOR FY 2009/2010

Attorney Foster read the Resolution R2009-08.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, LEVYING A TAX OF 4.2952 MILLS UPON THE TAXABLE NON-EXEMPT PROPERTY WITHIN THE TOWN OF HAVERHILL FOR THE 2009/2010 FISCAL YEAR RESULTING IN 11.02 PERCENT DECREASE OVER THE ROLLED BACK RATE OF 4.8270 MILLS.

COMMENTS FORM THE PUBLIC

No comments were made by the public.

Mayor Woods asked if there was a motion to adopt Resolution 2009-08. A motion was made by Councilman Beavers and seconded by Councilman Lynch. The motion was unanimously passed by a (5-0) vote.

VI. RESOLUTION R2009-09 Adopt Budget for FY 2009/2010

Attorney Foster read the Resolution R2009-09.

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, ADOPTING THE 2009-2010 BUDGET OF THE TOWN OF HAVERHILL

COMMENTS FORM THE PUBLIC

No comments were made by the public.

Mayor Woods asked if there was a motion to adopt Resolution 2009-09. A motion was made by Vice Mayor Foy and seconded by Councilman Uptegraph. The motion was unanimously passed by a (5-0) vote.

Mayor Woods expressed appreciation to Town Administrator, Janice Rutan, for the budget presentation.

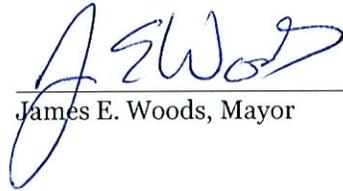
ADJOURNMENT:

With no further business to come before the Town Council, the meeting adjourned at 7:07 p.m.

Approved: October 8, 2009
Date



Janice C. Rutan, Town Administrator



James E. Woods, Mayor

TOWN OF HAVERHILL
Regular Town Council Meeting
September 24, 2009
Town Hall – 4585 Charlotte Street

Pursuant to the foregoing notice, the regular meeting of the Town Council was held on Thursday, September 24, 2009 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were James E. Woods, Mayor; Jay G. Foy, Vice Mayor; Jerry Beavers, Council Member; Henry Lynch, Council Member (arrived late); and Mark Uptegraph, Council Member. Also present were John Fenn Foster, Town Attorney; Janice C. Rutan, Town Administrator; Marie Couture, Office Assistant; and Joseph Roche, Code Enforcement Officer.

CALL TO ORDER

Mayor Woods called the meeting to order at 7:08 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation and pledge of allegiance was waved in light of the fact that it had been performed previously at the 7:00 PM Public Budget Hearing.

ROLL CALL

The roll call was waved in light of the fact that it had been performed previously at the 7:00 PM Public Budget Hearing.

APPROVAL OF AGENDA

The Mayor asked for any addition, deletions or substitutions to the agenda. Town Administrator Rutan asked that the September 10, 2009 minutes be removed from the consent agenda.

A motion was made by Councilman Uptegraph to adopt the agenda as amended. Councilman Beavers seconded the agenda and the motion passed unanimously (5-0).

APPROVAL OF THE CONSENT AGENDA

Approval of the August 13, 2009 Regular Town Council meeting minutes
Approval of the August 27, 2009 Regular Town Council meeting minutes
~~Approval of the September 10, 2009 Regular Town Council meeting minutes~~

A motion was made by Vice Mayor Foy, seconded by Council Member Uptegraph and unanimously passed (5-0) to approve the Consent Agenda as amended.

PROCLAMATIONS AND PRESENTATIONS

The presentation of the Audited Financial Reports for the Town of Haverhill Fiscal Year ended September 30, 2008 was made by Tony Grau and Adam Segal of Grau & Associates.

A motion was made by Council Member Lynch, seconded by Council Member Uptegraph and unanimously passed (5-0) to receive and file the Audited Financial Reports for the Town of Haverhill Fiscal Year ended September 30, 2008.

COMMENTS FROM THE PUBLIC

State Representative Mark Pafford introduced himself to The Town Council and updated the Council on legislative issues he was involved in. He invited the Council to contact him at any time with issues that may affect the Town.

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPARTMENT

The Palm Beach County Sheriff's Department was not represented at the meeting

FIRST READINGS AND REGULAR AGENDA

Approve expenditures and line item transfers for the Fiscal year ending September 30, 2009

Town Administrator Rutan presented Staff's report. She was requesting a line item transfers as follows:

001-1500-515.4910	Annexation Expense	(5,500.00)
001-1200-512.3100	Professional Services	1,500.00
001-1200.512.4000	Travel and Per Diem	1,250.00
001-1200-512.5400	Books, Dues and Expenses	750.00
001-1200-512-4200	Postage & Freight	1,750.00
001-1300-513.3102	Financial Consultant	250.00

The Town Council would need to authorize the over expenditures and to authorize line item transfers within the budget. This was a housekeeping matter for specific line items although every department line item is still in the black. This would assist Staff during the fiscal year audit.

A motion was then made by Vice Mayor Foy, seconded by Council Member Beavers and unanimously passed (5-0) to authorize the over-expenditures and line item transfers as recommended by staff for the 2008/2009 fiscal year.

Vote to approve the carry forward fund balances remaining in line item 001-4100-541-6303 for the fiscal years 2007/2008 and 2008/2009 to be used during the fiscal year 2009/2010 for the Club Road sidewalk project.

Mayor Woods explained that the funds had been set aside each of the fiscal years for the Club Road Sidewalk Project. As a housekeeping measure, it would be necessary to formally carry the funds forward for use in the 2009/2010 fiscal year. the funds were being moved for the purpose of actually building the sidewalk.

A motion was made by Councilman Uptegraph and seconded by Vice Mayor For. The motion was unanimously approved by a vote of 5/0.

Town Administrator Rutan announced that Engineer Renault would be at the October 06, 2009 Workshop Meeting to give the Council an update on the Club Road Sidewalk Project.

Consider quotes received for the resurfacing and striping of Town Hall parking lot

Public Works Director, Joseph Roche, reported the Town had received three (3) quotes for the resurfacing and striping of the parking lot.

- Ranger Construction's quote came in at \$15,480
- Charles Whiteside's quote was for \$20,670
- Sunshine Services' bid was for \$18,708.50

Town Administrator Rutan explained that the money would be taken from the balance of funds that had originally been set aside for drainage projects (\$45,000, for Briarwood and \$15,000 for Park and Cypress).

Public Works Director, Joseph Roche, went on to say that the quotes included re-striping, removing and replacing the stops.

Mayor Woods stated that since Ranger's bid was within the \$20,000 threshold that the Town would not have to go out to bid. Town Administrator Rutan stated that the money would be committed to a purchase order and drawn out of the 2008/2009 FY budget.

Vice Mayor Foy, concerned about potential drainage issues, asked the Public Works Director if the resurfacing was an overlay and if so was there going to be any milling done. The Public Works Director answered that it was indeed a resurfacing and there would be some milling done at the front of the property. Staff would confirm the extent of the milling and depth of the overlay with the contractor once the bid was awarded.

Councilman Beavers express his desire to have a one way in/one way out of the parking area. The Public Works Director agreed with Councilman Beaver's idea. Various ideas were discussed by the Council. Mayor Woods confirmed the bids received. He commented that Ranger Construction's bid was certainly reasonable at \$15,480 and that the company was very qualified to do the work.

A motion was made by Council Member Lynch, seconded by Council Member Uptegraph and unanimously passed (5-0) to accept Ranger Construction's proposal in the amount of \$15, 840 for the resurfacing and striping of the Town Hall parking lot.

REPORTS

Town Attorney

Town Attorney Foster reported that he had completed the review of the **SWS (Southern Waste Systems) agreement** and had made all the changes necessary. The agreement would be given to the Town Administrator for execution. The agreement was to take effect October 01, 2009.

Mayor

The Town of Haverhill met with representatives of American Traffic Solutions to outline the parameters of the **Red Light Enforcement program**. There was a question remaining about the enforcement the Right Turn on Red. The consensus at the meeting was that if someone made a right turn on red and they continued through the light without a complete stop at five (5) miles per hour or more that it would be considered running a red light and justification for a notice of code violation. Because other municipalities have had conflict and complaints with this the Mayor wanted the Council to carefully consider whether or not the Town should stay with it's parameter of the five (5) mile per hour rule or whether it should asses a different rule, e.g., ten (10) miles per hour on a right hand turn.

Various scenarios were discussed and ultimately all agreed that if an individual came to a complete stop prior to making a right turn on red there was no issue. However, for safety reasons a ruling should be made as to what constituted a red light run and what measure of tolerance needed to be put in place to insure the safety of all concerned. The Mayor referred to this as a "California Roll" and said that he was asking for the Council for its intent. **By general consensus of the Town Council, it was agreed to leave the rule that a roll more than five (5) miles per hour would constitute running a red light and would justify the issuance of a notice of code violation.**

TOWN ADMINISTRATOR

Town Administrator Rutan reported that the Town's Building Official and Engineer had signed off on the Red Light Camera plans. **American Traffic Systems** reported that ATS was going to go to the County the following Monday, September 28, 2009 to file for the Red Light Camera permit. Once approved by the County, the Town could move forward with installation of cameras at the intersection of Belvedere and Haverhill.

She also reported that the Census Make It Count Committee had a "Kick Off" meeting.

COMMITTEE REPORT

Vice Mayor Foy reported on the tour of **Southern Waste System's recycling facility**. The facility, recycles building materials and vegetation, not cans or paper. The tour encompassed the process from the delivery of the debris to the end product. Vice Mayor Foy described the various steps involved in the sorting of the recycling process, e.g. the separation of wood versus metals, etc. It was noted that while there, Waste Management, Republic Services and other waste haulers were delivering to the SWS recycling facility.

The Vice Mayor announced that there was to be a **Joint Charter - Code & Ordinance** meeting on October 13, 2009 to continue reviewing the Landscape Ordinance. He indicated that Chris Barry and Jon Schmidt were to be in attendance and that it was questionable if the representative from Wellington, FL would be in attendance. The Town Administrator, Janice Rutan, did indicate that they had been invited.

Vice Mayor Foy went on to report that he had received the plans from the County for the **Grove Street drainage improvements**. He said that the first existing inlet would be on the east side of Briarwood and that the swale would direct the water flow into an inlet which in turn would solve the water issues that the Town was presently addressing. He went on to explain the system in more detail to the Council.

It was announced that the next **Belvedere Road Committee** meeting was to take place on October 15, 2009 at the Town Hall and that the next Special Events Committee would take place on October 8, 2009, again at the Town Hall. The Mayor gave some details about the next Dinner and a Movie Event which was to take place on October 23, 2009. The movie chosen to be shown was "Casper". He invited others to attend and take part in the planning and execution as there was a shortage of volunteers for this event; King's Academy usually provides volunteers but was having its Homecoming Night.

Councilman Beavers reported on the League of Cities meeting which he had attended on September 23, 2009. He reported that Jamie Titcomb was hosting a show about the Gold Coast on Comcast cable or Beacon TV (channel 20). Marty Rogel was requesting a separate committee be appointed consisting of elected officials in addition to the Inspector General appointment being made by the Board of County Commissioners.

Council Member Beavers also touched upon other League of Cities items such as the Ethics Committee and Legal Committee.

The Palm Beach County League of cities was looking into appointing a legal committee to review requests coming into the league.

Council Member Beavers reported that the League of Cities was requesting each municipality be represented by teaching a civics class at a local elementary school. Council Member Beavers expressed an interest.

TREASURERS REPORT

Included in packet.

NEW BUSINESS:

Council Member Beavers provided the Town Administrator with an update on the H1N1 pandemic flu.

The Town Administrator reminded all she would be on vacation the following week.

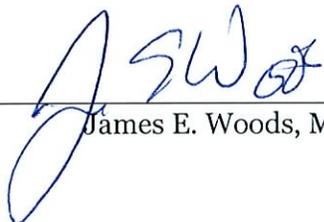
ADJOURNMENT:

With no further business to come before the Town Council, the meeting adjourned at 8:13 p.m.

Approved: October 8, 2009
Date



Janice C. Rutan, Town Administrator



James E. Woods, Mayor