

**TOWN OF HAVERHILL
FIRST PUBLIC HEARING
PROPOSED MILLAGE RATE/
PROPOSED BUDGET FOR FY 2011/2012
Thursday, September 8, 2011
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 tentative millage rate
 - a. Fiscal Year October 1, 2011 through September 30, 2012
- VI. Adopt tentative budget
 - a. Fiscal Year October 1, 2011 through September 30, 2012
- VII. Comments from the Public (items not on agenda)
- VIII. Adjournment

**TOWN OF HAVERHILL
REGULAR TOWN COUNCIL
THURSDAY, SEPTEMBER 8, 2011
7:00 P.M.**

(IMMEDIATELY FOLLOWING CLOSE OF PUBLIC BUDGET HEARING)

- I. CALL TO ORDER
- II. APPROVAL OF AGENDA
- III. APPROVAL OF THE CONSENT AGENDA
 - a. Approval of the August 25, 2011 regular meeting minutes
- IV. PRESENTATIONS
 - a. Presentation of the Town of Haverhill Financial Report for the Fiscal Year ended September 30, 2010 by Grau & Associates.
- V. COMMENTS FROM THE PUBLIC
- VI. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPARTMENT
- VII. SECOND READINGS AND PUBLIC HEARINGS (none)
- VII. FIRST READINGS AND REGULAR AGENDA
 - a. ORDINANCE NO. 400
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 58, ZONING, BY AMENDING SECTION 58-8 BY DELETING REFERENCE TO "CHURCH" IN THE DEFINITIONS AND SUBSTITUTING IN ITS PLACE "PLACE OF WORSHIP"; AMENDING SECTIONS 58-184 AND 58-199 TO ALLOW PLACES OF WORSHIP AS A SPECIAL EXCEPTION IN THE R-2 AND R-3 RESIDENTIAL ZONING DISTRICTS OF THE TOWN, AND BY CREATING A NEW DIVISION 13 IN ARTICLE IX, SUPPLEMENTAL DISTRICT REGULATIONS, BY SETTING FORTH THE REGULATIONS FOR PLACES OF WORSHIP INCLUDING THE MAXIMUM LOT COVERAGE, FRONTAGE REQUIREMENTS, PARKING REGULATIONS, CLASSIFICATION FOR PURPOSES OF BUFFER, SEASONAL USE RESTRICTIONS AND OTHER SUCH REGULATIONS; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY AND CODIFICATION, AND AN EFFECTIVE DATE.
 - b. ORDINANCE NO. 401
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 22, OFFENSES, OF THE CODE OF ORDINANCES FOR THE TOWN OF HAVERHILL BY REPEALING SECTION 22-2, DISCHARGE OF FIREARMS PROHIBITED; EXEMPTION; AND ANY OTHER PROVISION OF THE

TOWN CODE REGULATING OR ATTEMPTING TO REGULATE THE PURCHASE, SALE, TRANSFER, TAXATION, MANUFACTURE, OWNERSHIP, POSSESSION, STORAGE, AND TRANSPORTATION OF FIREARMS OR AMMUNITION; PROVIDING A CONFLICTS CLAUSE, AUTHORITY TO CODIFY; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE

c. ORDINANCE NO. 402

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, DESIGNATING AN OFFICIAL SEAL OF THE TOWN OF HAVERHILL PURSUANT TO SECTION 165.043, FLORIDA STATUTES, AND PROHIBITING THE MANUFACTURE, USE, DISPLAY, OR OTHER EMPLOYMENT OF ANY FACSIMILE OR REPRODUCTION OF THE TOWN SEAL EXCEPT BY THE TOWN OFFICIALS, AGENTS OR EMPLOYEES IN THE PERFORMANCE OF THEIR OFFICIAL DUTIES OR CONTRACTUAL RESPONSIBILITIES, WITHOUT THE EXPRESS APPROVAL OF THE TOWN COUNCIL; PROVIDING A CONFLICTS CLAUSE, AUTHORITY TO CODIFY; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE

d. ORDINANCE NO. 404

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, AMENDING CHAPTER 30, SOLID WASTE, BY AMENDING SECTION 30-1, DEFINITIONS, AND SECTIONS 30-41, 30-61 AND 30-86 REGARDING THE PROVISION THAT MULTIFAMILY RESIDENTIAL STRUCTURES IN EXCESS OF FOUR (4) UNITS WILL BE REQUIRED TO ARRANGE FOR THEIR OWN SOLID WASTE COLLECTION AND DISPOSAL; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AUTHORITY TO CODIFY; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

X. REPORTS

**Town Attorney
Mayor
Consultants
Administrator's Report
Committee and Delegate Reports
Treasurer's Report (included in packet)**

XI. UNFINISHED BUSINESS

XII. NEW BUSINESS

- a. Award bid for Town Hall Energy Saving Modifications**
- b. Discuss PBC Water Utilities Minimum Engineering Standards DRAFT**
- c. Request of Palm Beach Habilitation for reduction in building permit fees**

XIII. 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, CMC, 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
FIRST PUBLIC HEARING
PROPOSED MILLAGE RATE/ PROPOSED BUDGET FOR FY 2011/2012
Thursday, September 8, 2011
Town Hall – 4585 Charlotte Street
OFFICIAL MINUTES**

Pursuant to the foregoing notice, the first of two Public Budget Hearings for the FY 1022/2012 was held Thursday, September 8, 2011 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay G. Foy, Mayor; James E. Woods, Vice Mayor; Jerry Beavers, Council Member; Lawrence Gordon, Council Member and Mark C. Uptegraph, Council Member. Also present were Town Attorney John Foster, and Town Administrator, Janice C. Rutan.

CALL TO ORDER

Mayor Foy called the meeting to order at 7:03 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

The Town Administrator recorded all members were present.

Approval of Agenda

There being no additions, deletions or substitutions, a motion was made by Vice Mayor Woods, seconded by Council Member Beavers and unanimously passed (5-0) to approve the agenda as presented.

Adopt tentative millage rate

Fiscal Year October 1, 2011 through September 30, 2012

The Town Administrator presented budgets using proposed millage rates of 4.000; 4.1000 and 4.2952. She highlighted the resulting differences in infrastructure repairs and improvements.

A motion was made by Vice Mayor Woods to adopt a tentative millage of 4.2952 for the 2011/2012 fiscal year. The motion did not pass for a lack of a second.

A motion was then made by Council Member Gordon and seconded by Council Member Uptegraph to adopt a tentative millage rate of 4.0000.

Discussion followed.

Council Member Beavers agreed with the motion noting that during the current economic times taxes should be lowered.

Council Member Uptegraph did note that the lower millage would allow for only minimal infrastructure repair and improvements.

Mayor Foy cautioned all that the reduced millage would not lower taxes, but would only lower millage. The Council had implemented the non ad valorem assessment for solid waste and recycling services.

Mayor Woods reminded all that the Town Engineer had presented a quote for two drainage projects that would cost in excess of \$900,000. Reducing the millage rate was not doing the Town justice as the repairs, maintenance and upgrades to the Town's infrastructure needed to be addressed.

Council Member Gordon responded that the Town would not be able to fund all the projects at one time and the relief to the taxpayers would offset some the non ad valorem assessment. The Town would still be able to address some of the infrastructure/drainage issues.

Mayor Foy noted the Town would continue to build up its reserves for the future repair and upgrades to its infrastructure.

Vice Mayor Woods disagreed commenting that the lower millage would shortchange funding to the Town's infrastructure in an effort to offset the non ad valorem assessment.

The Town Administrator reminded all that once the tentative millage was set, it could only be lowered at the second Public Hearing.

The vote was then called and passed 4-1 with Mayor Woods voting against the motion to set the tentative millage at 4.000.

Adopt tentative budget

Fiscal Year October 1, 2011 through September 30, 2012

The Town Administrator presented the proposed budget to the Town Council. **A motion was then made by Vice Mayor Woods, seconded by Lawrence Gordon and unanimously passed (5-0) to adopt the budget presented with an operating budget in the amount \$765,013 (excluding transfer of reserves and grant funding) for a total FY 2011/2012 budget of \$1,040,013 and to include the special revenue budget of \$99,960 for the collection and expense of the solid waste and recycling program.**

Comments from the Public (items not on agenda)

None.

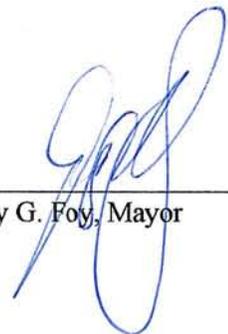
Adjournment

There being no further items to come before the Town Council, the Public Budget Hearing adjourned at 7:15 p.m.

Approved: October 13, 2011



Janice C. Rutan, Town Administrator



Jay G. Foy, Mayor

**TOWN OF HAVERHILL
REGULAR TOWN COUNCIL
THURSDAY, SEPTEMBER 8, 2011
7:00 P.M.**

(IMMEDIATELY FOLLOWING CLOSE OF PUBLIC BUDGET HEARING)

CALL TO ORDER

Mayor Foy called the meeting to order at 7:11 p.m., immediately following the close of the Public Budget Hearing.

APPROVAL OF AGENDA

There being no additions, deletions or substitutions, the agenda stood as presented.

APPROVAL OF THE CONSENT AGENDA

Approval of the August 25, 2011 regular meeting minutes

A motion was made by Vice Mayor Woods, seconded by Council Member Lawrence Gordon and unanimously passed (5-0) to approve the Consent Agenda as presented.

PRESENTATIONS

Presentation of the Town of Haverhill Financial Report for the Fiscal Year ended September 30, 2010 by Grau & Associates.

Adam Segal from Grau and Associates presented the 2010 financial report to Town Council. He commented that the Town remained in compliance and there were no material weaknesses found in the Towns' fiscal operations.

A motion was made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to receive and file the Town of Haverhill Financial Report for the Fiscal Year ended September 30, 2010.

Richard Ratcliff, Executive Director of the Palm Beach County League of Cities addressed the Town Council. He commented that he is thoroughly enjoying his position as Executive Director and expressed his appreciation to the Town of Haverhill for its involvement with the League. He added the Town was more involved than most other municipalities and thanked the Town for their participation.

John Reichard, prospective purchaser of the Sunset Isles property addressed the Town Council. He presented Council with a revised site plan for the property. He reported that he had received preliminary drainage calculations, received traffic concurrency for 15 single family homes and that the Fire Marshall saw no problem with the proposed plans for the property.

A brief discussion followed. Mayor Foy commented that Mr. Reichard would need to request a variation from the Town Council if he chose to present the zero lot line site plan.

In response to Council inquiry, Mr. Reichard reported that there would be a 2' maintenance easement between homes and he would be proposing four different house colors.

COMMENTS FROM THE PUBLIC

None.

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPARTMENT

The Palm Beach County Sheriff's Office reported on the period August 25 through September 8, 2011. There had been numerous residential checks, a burglary at Club Road on August 29, 2011 with the suspect caught one hour later, an arrest for embezzlement and a burglary to a vehicle on Palmetto Road.

Council expressed appreciation to the PBSO.

SECOND READINGS AND PUBLIC HEARINGS

None.

NEW BUSINESS**Award bid for Town Hall Energy Saving Modifications**

Town Engineer Jeff Renault was present to address any questions or concerns.

The Town Administrator reported that on July 21, 2011, the Town of Haverhill conducted a public bid opening for the Haverhill Town Hall Energy Saving Modification Project to be funded by the Palm Beach County EECCG Grant and the State of Florida ARRA Grant.

The Energy Audit for the program was completed and the Town Administrator had received verbal assurance that the bid specifications for the project were in scope with the Energy Audit findings.

BID TABULATIONS:

COMPANY	BID ITEM 1-6	ADD ALT. NO. 1	ADDENDA	CALENDAR DAYS
BUILT SOLID	44,215	-	-	-
JM JADU	57,000	64,000	YES	-
J RAWN ENTERPRISES	50,031	3,313	YES	75-90

BID ATTACHMENTS

COMPANY	5% BID BOND	SUB LIST	REFERENCES	PUBLIC ENTITY CRIMES STATEMENT	BUY AMERICAN
BUILT SOLID	2,210.75 OF BASE	YES	-	-	-
JM JADU	2,850.00 OF BASE	YES	YES	YES	YES
J RAWN ENTERPRISES	2,667.20 INCL. Alt. 1	YES	YES	YES	YES

Staff reviewed for completeness and mathematical accuracy.

It is the recommendation of the Town Engineer that the bid be awarded to J Rawn Enterprises, Inc. in the amount of \$53,344.

A brief discussion followed.

A motion was made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to award the bid for Town Hall Energy Saving Modifications in the amount of \$53,344.00.

Discuss PBC Water Utilities Minimum Engineering Standards DRAFT

Mayor Foy reported that he had received a copy of the DRAFT Palm Beach County Water Utilities Minimum Engineering Standards from Adam Galecki of Palm Beach County Water Utilities.

The Town of Haverhill was invited to review and comment on the publication. Mayor Foy expressed his concern that the Town did not have the money to expend for staff to review.

It was agreed that the Mayor would send a letter to Mr. Galecki thanking him for the opportunity to review and comment on the final draft of the Palm Beach County Water Utilities Department Minimum Engineering and Construction Standard but explaining that because the Town did not have the resources available to fund a professional review, they would not be participating.

Request of Palm Beach Habilitation for reduction in building permit fees

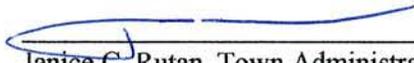
This matter was addressed at the September workshop.

Noting the several people in the audience, Council Member Gordon asked if they wanted to speak to Council. Mr. Stephenson, representing the property owner at 5304 Belvedere Road inquired about Ordinance 400 and whether it would allow them to operate as a place of worship at that location. Staff briefly explained the intent of the Ordinance and invited Mr. Stephenson to meet with staff to explain his options.

ADJOURNMENT

With no further business to come before the Town Council, the meeting adjourned at 8:25 p.m.

Approved: October 13, 2011



Janice C. Rutan, Town Administrator



Jay G. Foy, Mayor