

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



**Town Council
Workshop
Town Hall Council Chambers
4585 Charlotte Street
Haverhill
Tuesday, December 3, 2013
NOON**

AGENDA

- I. Call to Order
- II. Presentations/Proclamations
 - a. Presentation Joanne Stanley, Republic Services
- III. Council, Attorney and Staff Reports
 - a. Update on Special Exception Application – Kingdom Hall of Jehovah Witnesses
 - b. Update on FEMA FIRM
 - c. Notice of proposed conditional use approval for a pawn shop for property located outside of the Town of Haverhill at 821 North Military Trail
- IV. Old Business
- VI. 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
Town Council Workshop
December 3, 2013
Town Hall – 4585 Charlotte Street**

OFFICIAL MINUTES

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, December 3, 2013 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were James Woods, Vice-Mayor, Jerry Beavers, Council Member and Mark Uptegraph, Council Member. Also present were John Foster, Town Attorney; Josh Nichols, Town Planner, Jessica Green, Deputy Town Clerk, Joseph Roche, Director of Public Services and Janice C. Rutan, Town Administrator. Mayor Jay Foy and Council Member Lawrence Gordon were absent.

I. CALL TO ORDER

Vice-Mayor Woods called the Workshop to order at Noon.

II. PRESENTATIONS/PROCLAMATIONS

a. Presentation Joanne Stanley, Republic Services

Joanne Stanley introduced and explained that Republic Services was the second largest environmental company in North America and a leading provider of solid waste collection, transfer and disposal services. She stated that the company was focused on providing environmentally sound and cost effective services to commercial, industrial, residential and municipal customers. They operate in 40 states and in Puerto Rico and have revenues of 1.8 billion and 19.5 billion in assets. There are 30,000 employees. In Palm Beach County their lead facility is located less than 4 miles from Town Hall between Belvedere Road and Southern Boulevard at 786 Pike Road. She stated that they also had 75 recycling plants and 193 operating land fills throughout the country. The company currently has 73 landfill gassed renewable energy projects throughout the country and two energy parks just built in the past three years. She explained the types of trucks they used and how clean and quiet they were. She explained automated collection programs. She stated that they provide a 63 or a 94 gallon cart where all trash is placed and an automated side loader picks up the trash. She stated that they currently utilize the cart service in Royal Palm Beach and in the Village of Palm Springs. She stated that the residents like the service because it is cleaner, easier and more esthetically pleasing. She explained that the company knew how important it was to support community events. She encouraged that the Town request proposals when considering what direction to take. She stated that Town's current contract was coming up for extension or renewal. She stated that the industry has become very competitive and when companies compete, the Town stands to gain the most. She recommended that the Town put out an RFP. She stated that since their new facility was only four miles away it would be a great opportunity for them to service the Town of Haverhill.

Director of Public Services Roche asked if the carts would be supplied to the residents.

Ms. Stanley explained that the carts could be supplied per the agreement or the residents could also have the option of purchasing their own.

Administrator Rutan asked what the approximate cost per container would be in the assessment.

Ms. Stanley stated that the containers would run approximately \$40 to \$45 a piece. She recommended rolling the price into the RFP.

Council Member Beavers asked where the recyclables go.

Ms. Stanley stated that all of the cities have an Interlocal Agreement with Solid Waste Authority for recyclables.

Discussion ensued regarding Interlocal Agreements between Palm Beach County and municipalities.

Ms. Stanley left an information packet for staff and Council (see Exhibit "A") and thanked everyone for their time.

III. COUNCIL, ATTORNEY AND STAFF REPORTS

a. Update on Special Exception Application – Kingdom Hall of Jehovah Witnesses

Administrator Rutan gave an update on the Special Exception Application for Kingdom Hall of Jehovah Witnesses. She stated that their due diligence was expiring and so far the application has been given to staff piece meal. She stated that the traffic study still needed to be submitted.

Planner Nichols stated that he had only received partial drainage calculations so far.

Administrator Rutan stated that she had informed them that she would only accept a complete packet before submitting it to Council.

Planner Nichols asked what time frame was given to the applicants to submit their packet.

Administrator Rutan stated that a complete packet would need to be submitted by December 6th.

Attorney Foster stated that the application may need to be continued or postponed to the meeting in January.

Discussion ensued regarding the applicants submittal of a complete package and the time frame needed for the packet to be reviewed by staff and Council.

Attorney Foster asked if the applicants were having a meeting with the surrounding residents of the proposed church.

Administrator Rutan stated that they were having an informational meeting on December 10th. She asked if Council was allowed to attend.

Attorney Foster stated that Council would be welcome to attend since it would be an open meeting at Town Hall and that it would need to be published. He stated that it was not advisable for Council to attend since it will be an issue that would eventually be voted on. The role of any Council member who attends would need to be as an observer not a commentator.

b. Update on FEMA FIRM

Administrator Rutan gave an update regarding the FEMA maps. She stated that the Mayor's letter to AECOM was included in the packet sent to FEMA (see Exhibit "B"). She stated that Ingenuity Group was hired to review the map and gridline it at the 10 feet instead of the 5 feet to increase the DEM. The change worked against the findings for the Town, so it was reversed back to the original gridline. She explained that Finished Floor Elevations were only found in approximately 3 building permit files of the 64 that were researched. She explained that since most of the homes in Haverhill were built in the 50's, 60's and 70's the Finished Floor Elevations were not provided on the plans. Therefore there was not enough data collected but the Town has done all it can possibly do to bring the issues to FEMA's attention.

c. Notice of proposed conditional use approval for a pawn shop located outside of Town of Haverhill at 821 North Military Trail

Administrator Rutan explained that two bays at the plaza across the street from PEP Boys on Military Trail were being converted into a pawn shop. The Town had been notified of the proposed pawn shop. She asked Council if they wanted to raise an objection or request copies of the site plan.

Vice-Mayor Woods stated that he was not sure if the Town could object to it.

Attorney Foster explained that the proposed pawn shop may affect the Town if the property abuts Grove Street and the traffic was run through it. He stated that was the only issue he could foresee.

Vice-Mayor Woods asked Administrator Rutan to request copies of the site plan and traffic study for the pawn shop.

Administrator Rutan stated that she wrote a letter to Mr. Guzmans of Southern Waste Systems on December 19, 2012 asking if they wanted to exercise their right for a 2nd renewal option or go out for an RFP. She stated that she needed direction from Council.

Vice-Mayor Woods went on record stating that Cassidy Air Conditioning was doing work on Mr. Guzmans's house and that it would not affect any decision regarding the agreement.

Attorney Foster stated that the Town could get initial proposals from Southern Waste Systems. Copies of agreements from Royal Palm Beach, Village of Palm Springs and Lantana could be obtained.

Vice-Mayor Woods stated that a cost comparison could be done.

IV. OLD BUSINESS

Vice-Mayor Woods stated that the Town Yard Sale would need to be postponed to January and he requested that Town Administrator Rutan and Director of Public Services Roche meet with him after the meeting to discuss a new date.

The Mayor's Luncheon was scheduled for December 16, 2013.

Council Member Beavers stated that at the last League of Cities Meeting he attended, Bob Weisman stated that he wanted a referendum for a ½ cent sales tax for capital improvements and parks.

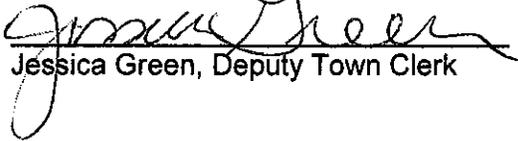
Attorney Foster stated that the Town should inform Palm Beach County that the sales tax could not be used for the widening of Belvedere Road.

Administrator Rutan stated that the sales tax would only be used for infrastructure repairs that have fallen by the wayside.

V. ADJOURNMENT

There being no further business, the Workshop adjourned at 12:57 p.m.

Approved: January 9, 2014



Jessica Green, Deputy Town Clerk



Jay G. Foy, Mayor