

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, February 4, 2014  
**NOON****

**AGENDA**

- I. Call to Order
- II. Presentations/Proclamations
- III. Council, Attorney and Staff Reports
- 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  
February 4, 2014  
Town Hall – 4585 Charlotte Street**

**OFFICIAL MINUTES**

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, February 4, 2014 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay Foy, Mayor, James Woods, Vice-Mayor, Jerry Beavers, Council Member, Lawrence Gordon, Council Member and Mark Uptegraph, Council Member. Also present were Lance Fuchs, Town Attorney, Janice C. Rutan, Town Administrator, Jessica Green, Deputy Town Clerk and Joseph Roche, Director of Public Services.

**I. CALL TO ORDER**

Mayor Foy called the Workshop to order at Noon.

**II. PRESENTATIONS/PROCLAMATIONS**

None

**III. COUNCIL, ATTORNEY AND STAFF REPORTS**

Mayor Foy asked if the letter to the residents regarding FEMA and obtaining an FFE Certificate from PM Surveying was mailed.

Administrator Rutan stated yes and that PM Surveying was put on notice that Finished Floor Elevation Certificates would need to be provided to homeowners as well as a copy to the Town. She stated that Town residents will probably be calling once they receive their letters regarding the Certificate.

Mayor Foy stated that he had a conversation with Ms. Perez who is a Consultant for the City of West Palm Beach. She told him that she was informed by AECOM that there was no guarantee that FEMA will accept the Finished Floor Elevation Certificate. They may still require the resident to get a LOMA which requires that the ground five feet around the property meets the required measurements.

Discussion ensued.

Mayor Foy asked if there was anything more to discuss regarding FEMA.

Administrator Rutan stated that she did not have anything else to discuss regarding FEMA but that she did want to inform the Council that she had not heard back from Mr. Charles Guzmano regarding the upcoming contract for solid waste and recycling services which needs to be received by March. She recommended placing the item on the next workshop to decide whether or not the Town wants to go out for competitive bid.

She stated that the Town received the topographic survey for Woodland Avenue and Engineer Renault was in the process of reviewing it and they were awaiting the results of his review of Park Lane and Cyprus Road.

Administrator Rutan stated that the Special Exception for the Kingdom Hall of Jehovah's Witness Church will be on the next Council meeting agenda for approval.

Mayor Foy stated that he wanted to be sure that one of the conditions of approval would be that the property reverts back to the original underlying land use should they move out.

Discussion ensued.

Mayor Foy explained that requesting payment in lieu of taxes from a church would be illegal and unethical. He stated that they can donate money to the Town if they choose but the Town cannot ask them for money.

Discussion ensued regarding the ingress and egress of the proposed church property.

Administrator Rutan stated that Council will be asked to review and accept a Special Exception Application for an Accessory Dwelling Unit for a property located on Palmetto Road at the February 27, 2014 Council Meeting.

She stated that DR Horton picked up copies of the Emerald Cove file.

Mayor Foy asked if the Town's records were easily accessed and readable.

Administrator Rutan stated that the Clerk's office was in the process of scanning records into the new record software program.

She stated that Building Official Cameron has been in constant contact with Ms. Vanneck's attorney regarding the review of the property's site plan and building permit application.

Mayor Foy asked about the swales and wells at the Haverhill Park.

Director of Public Services Roche gave an update and explained that the swales were complete.

Vice-Mayor Woods announced that a Special Events Meeting will be taking place on February 7, 2014 at Noon in order to discuss the upcoming picnic scheduled for March 8, 2014.

Council Member Gordon asked what the condition of the pavement on Trailway Lane was. He stated that a woman approached him and stated that her mother lives on Trailway Lane and there were pot holes all over the road and asked if the Town could fix the road.

Mayor Foy stated that it was a private road.

Council Member Uptegraph asked if the house in front of the trailer park was occupied.

Director of Public Services Roche stated that the house was not occupied.

Council Member Uptegraph stated that he saw a TV screen glaring through the window the other night.

Director of Public Services Roche stated that it may have been the trailer park's maintenance man.

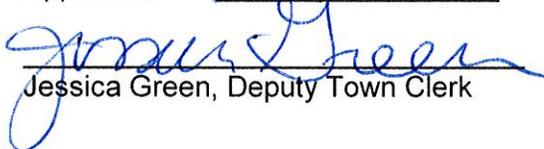
#### **IV. OLD BUSINESS**

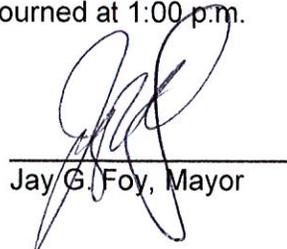
None

#### **V. ADJOURNMENT**

There being no further business, the Workshop adjourned at 1:00 p.m.

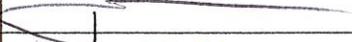
Approved: February 27, 2014

  
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Jessica Green, Deputy Town Clerk

  
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Jay G. Foy, Mayor

**SIGN IN SHEET**

**TOWN OF HAVERHILL  
TOWN COUNCIL WORKSHOP  
February 3, 2014, Noon**

Name	E- Mail Address	Signature
Janice Rutan	—	
JERRY BEAVERS		Jerry E Brown
MARCO PHTOGRAPH		Mark Stone
VAY FOT		
L. Gordon		L. Gordon
Jim Woods		
JOE ROENE		Joe Roene
Lance Fuchs		