

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, August 4, 2015**

**NOON**

**AGENDA**

- I. Call to Order
- II. Presentations/Proclamations
- III. Council, Attorney and Staff Reports
  - a. Proposed Civil Rights Ordinance
- IV. b. Budget Discussions
- 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  
August 4, 2015  
Town Hall – 4585 Charlotte Street**

**OFFICIAL MINUTES**

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, August 4, 2015 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay Foy, Mayor, Lawrence Gordon, Council Member and Mark Uptegraph, Council Member. Also present were Lance Fuchs, Town Attorney, Devon Esplin, Administrative Assistant, Joseph Roche, Director of Public Services, Janice Rutan, Town Administrator, and Josh Nichols, Town Planner. Evens Jeune and Quincy King from Eye Candy Car Care Products.

**I. CALL TO ORDER**

Mayor Foy called the Workshop to order at 12:10 p.m.

**II. PRESENTATIONS/PROCLAMATIONS**

a. Eye Candy Car Care Products

Due to J. Nichols late arrival, council and staff reports were discussed first.

Town Administrator Rutan introduced the applicants from EyeCandy Performance Car Care. Jeune and King said that there will be a tent, table, chairs and products. Fuchs suggested that there should be an evaluation 6 months from the start of the business to assess how the business is effecting the Town, (i.e.- traffic and gas station sales). Rutan stated that it is considered outside sales and they will be having employees manning the station. The company has other "events" around the county, and they are trying to expand. It is planned to have a booth set up four to five days a week from 10-6pm (8 hours) and no more than eight hours a day. The 7-Eleven is located on a high traffic corner and it will help promote their business. They have similar booths in Coconut Creek and Boca Raton. Payment methods accepted include cash or credit card, and identification is checked when charging a credit card.

Council Member Uptegraph is concerned about the employees walking up to people who are there pumping their gas, and Jeune explained that the employees are trained to not be aggressive towards people who are pumping fuel. There will be a show car on site to demonstrate the products and with potential customers permission they will demonstrate on their cars as well. They have received a letter from the manager of the 7-Eleven with permission to set up the tent for their business. Director of Public Services announced that this 7-Eleven location is corporately owned. Town Planner Nichols suggested that the property is zoned for retail use, so it will be granted via staff and there will be a 90 day review.

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

a. Proposed Civil Rights Ordinance

Council Member Gordon introduced the Palm Beach County Human Rights Council ordinance to council and recommended that the Town Attorney review it and have the Town of Haverhill adopt it so Haverhill will be known as a welcoming place. Mayor Foy stated that if the ordinance is backed by Federal Law, then why would the town need to adopt the ordinance, it will only cost

the town money. What benefits would Haverhill receive if it was adopted? Councilmember Gordon stated that it is the right thing to do. Town Administrator Rutan indicated that it already exists within the employment/employee handbook. Town Attorney Fuchs explained that with the adoption of the ordinance it would extend support throughout the municipality. The law is already in place, and the Town would become a defendant in either case. Fuchs would conduct further research and report back to council.

#### b. Budget Discussions

Before the budget was discussed, Mayor Foy initiated a moment of silence for Vice Mayor Jim Woods, who had passed away on August 2, 2015.

Town Administrator Rutan and Roche met with four engineers, two single engineers and two firms. Only one proposal has been received so far, and will be available at the Council Meeting. The only item that is holding up the budget are the engineering fees because we are waiting on the proposals.

Budget discussion ensued and Town Administrator Rutan said that the budget is going well other than the Engineering portion because she is waiting on the proposals.

#### c. Other Town Updates

Rutan is following up with the Sober House in Town and speaking with the owner/manager. PBSO has been to the house several times in July. Haverhill found out about the Sober Home through Police reports and internet research on the address reported.

Jim Woods service will be on Saturday at 2:00 pm at Family Church (First Baptist) and the Fellowship will follow at Town Hall at 3:30 pm.

The Town would be sending a fruit arrangement to the family. Jim Woods served on Council for fifteen years.

Council Member Uptegraph noticed that the Jehovah Witness Kingdom Hall construction was progressing nicely.

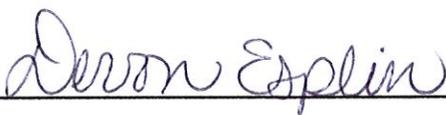
Rutan announced that she had communicated with Julian Bryan from DR Horton and said they have looked into the trailer park property, but it isn't big enough to build a neighborhood with a road. The property has a large price tag and the land may possibly be contaminated.

### **IV. OLD BUSINESS**

### **V. ADJOURNMENT**

There being no further business to be discussed, the workshop ended at 1:15 p.m.

Approved: August 27, 2015

  
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Devon Esplin, Administrative Assistant

  
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Jay G. Foy, Mayor

# SIGN IN SHEET

TOWN OF HAVERHILL  
TOWN COUNCIL WORKSHOP  
August 4, 2015, Noon

Name	E- Mail Address	Signature
Devon Esplin		Devon Esplin
Lance Fuchs		<del>Signature</del>
JOE ROEHL		Joe Roehl
Evens Jensen		Evens Jensen
Quincy King		Quincy King
Jay Foy		Jay Foy
L. Gordon		L. Gordon
M. Uptegrove		M. Uptegrove
J. Rutan		J. Rutan
Josh Nichols		