

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



**TOWN OF HAVERHILL
FIRST PUBLIC HEARING
ADOPT MILLAGE RATE/
PROPOSED BUDGET FOR FY 2015/2016
Thursday, September 10, 2014
7:00 p.m.
Town Hall – 4585 Charlotte Street**

- I. Call to Order
- II. Oath of Office – Jo H. Plyler
- III. Invocation and Pledge of Allegiance
- IV. Roll Call
- V. Comments from the Public (items not on agenda)
- VI. Approval of Agenda
- VII. Adopt tentative millage rate
 - a. Fiscal Year October 1, 2015 through September 30, 2016
- VIII. Adopt tentative budget
 - a. Fiscal Year October 1, 2015 through September 30, 2016
- IX. Adjournment

**TOWN OF HAVERHILL
REGULAR TOWN COUNCIL
THURSDAY, SEPTEMBER 10, 2015
7:00 P.M.**

(IMMEDIATELY FOLLOWING CLOSE OF PUBLIC BUDGET HEARING)

- I. CALL TO ORDER
- II. COMMENTS FROM THE PUBLIC
- II. APPROVAL OF AGENDA
- III. APPROVAL OF THE CONSENT AGENDA
 - a: Approval of the minutes of the August 27, 2015 Regular meeting and September 1, 2015 workshop
- IV. PRESENTATIONS
 - a. Proclamations Jeffrey Renault, Town Engineer; St. Christopher's Episcopal Church
- V. COMMENTS FROM THE PUBLIC
- VI. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPARTMENT
- VII. SECOND READINGS AND PUBLIC HEARINGS
- VII. FIRST READINGS AND REGULAR AGENDA
 - a. Consider request of Elieser Valdes to operate a car wash from the BP gas station (MB Food and Beverage) located at 959 Military Trail 7 days per week, 9:00 a.m. – 6:00 p.m. as per section 58-214 – Accessory Uses.
 - b. Cancel and reschedule the regular monthly meetings for the months of November and December and consider Town Hall holiday schedule
- X. REPORTS
 - Town Attorney
 - Mayor

**Administrator's Report
Committee and Delegate Reports
Treasurer's Report (included in packet)**

XI. UNFINISHED BUSINESS

XII. NEW BUSINESS

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
ADOPT MILLAGE RATE/
PROPOSED BUDGET FOR FY 2015/2016
Thursday, September 10, 2015
7:00 p.m.
Town Hall – 4585 Charlotte Street**

Pursuant to the foregoing notice, a public budget hearing of the Haverhill Town Council was held on Thursday, September 10, 2015 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay G. Foy, Mayor; Lawrence Gordon, Vice Mayor; Jerry Beavers, Council Member, Jo Plyler, 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 7:00 p.m.

OATH OF OFFICE

Attorney Foster administered the Oath of Office to Jo H. Plyler, she having been appointed to serve the remaining term of former Council Member James E. Woods, expiring March 2016.

INVOCATION AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

The Town Administrator recorded all members present.

APPROVAL OF AGENDA

The Agenda was approved as presented.

PUBLIC HEARING:

ADOPT TENTATIVE MILLAGE RATE

Fiscal Year October 1, 2015 through September 30, 2016

Mayor Foy opened the public hearing.

The millage comparisons were reviewed by the Town Council.

Robert Roessler, 1010 Pineway. Mr. Roessler confirmed that the Town Council was considering raising the millage rate to 4.5000 from 4.2500. He questioned the increase in light of all the construction going on in the Town. Mayor Foy explained that the Town's infrastructure was old and would need replacement, and the Town still needed to undertake the drainage improvement project for Park and Cyprus Lanes. Funds needed to be raised and set aside for the repair and replacement of the Town's drainage system. He noted that the increase would only raise an additional \$20,000.

A motion was made by Council Member Uptegraph, seconded by Council Member Beavers and unanimously passed to set the tentative millage rate at 4.5000 mills for the 2015/2016 fiscal year.

ADOPT TENTATIVE BUDGET

Fiscal Year October 1, 2015 through September 30, 2016

The Town Administrator presented the proposed budget.

A motion was made by Council Member Plyler, seconded by Council Member Beavers and unanimously passed (5-0) to adopt the tentative budget as presented, in the amount of 1,045,710.00 for general fund revenues and expenditures, \$145,548.00 non-ad valorem special assessment for solid waste and recycling revenue and expenditures for a total of \$1,191,258.00.

COMMENTS FROM THE PUBLIC (ITEMS NOT ON AGENDA)

None

ADJOURNMENT

With no further business to come before the Town Council, the Public Budget Hearing adjourned at 7:20 p.m.

Approved: September 24, 2015

**TOWN OF HAVERHILL
REGULAR TOWN COUNCIL
THURSDAY, SEPTEMBER 10, 2015
(IMMEDIATELY FOLLOWING CLOSE OF PUBLIC BUDGET HEARING)**

Pursuant to the foregoing notice, a meeting of the Haverhill Town Council was held on Thursday, September 10, 2015 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay G. Foy, Mayor; Lawrence Gordon, Vice Mayor; Jerry Beavers, Council Member, Mark C. Uptegraph, Council Member, and Council Member Jo H. Plyler. Also present were Town Attorney John Foster and Town Administrator Janice C. Rutan.

CALL TO ORDER

Mayor Foy called the meeting to order at 7:21 p.m.

APPROVAL OF AGENDA

The Town Administrator requested the agenda be amended by removing approval of a Proclamation recognizing Jeffrey Renault as Mrs. Renault was unable to be reached to confirm her attendance at the meeting.

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

APPROVAL OF THE CONSENT AGENDA

Approval of the minutes of the August 27, 2015 Regular meeting and September 1, 2015 workshop

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

PRESENTATIONS

~~Proclamations Jeffrey Renault, Town Engineer; St. Christopher's Episcopal Church~~

The Proclamation recognizing St. Christopher's Episcopal Church's 50th Anniversary was read into the record.

A motion was then made by Vice Mayor Gordon, seconded by Council Member Uptegraph and unanimously passed (5-0) to approve the Proclamation recognizing St. Christopher's Episcopal Church's 50th Anniversary.

Vice Mayor Gordon will present the Proclamation to the Church at their celebration scheduled for Sunday, September 20, 2015.

COMMENTS FROM THE PUBLIC

None.

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPARTMENT

Jason Gray was present representing the Palm Beach County Sheriff's office. He reported that there had been a vandalism at St. Christopher's Church and at 1231 North Haverhill Road. A wallet had been stolen from the front seat of an unlocked car parked at 1141 Cheryl Road. On September 8, 2015, a wallet and cell phone had been stolen from the dashboard of a lawn maintenance truck. The window was left open and the valuables left in plain sight.

Officer Gray once again expressed the need for the residents to be proactive. All doors should be locked and valuables hidden from plain sight.

SECOND READINGS AND PUBLIC HEARINGS

None.

FIRST READINGS AND REGULAR AGENDA

Consider request of Elieser Valdes to operate a car wash from the BP gas station (MB Food and Beverage) located at 959 Military Trail 7 days per week, 9:00 a.m. – 6:00 p.m. as per section 58-214 – Accessory Uses.

The applicant had submitted a letter for Council consideration to allow for an accessory use for a car wash at the 7-11 property, located at 1001 North Military Trail. Because there was already an accessory use granted to Eye Candy Car Care products at that location, it was staff's recommendation that the request for the same location be denied.

The applicant had been in the audience, taken a phone call, and then left.

With no one present representing the applicant, a motion was made by Council Member Uptegraph, seconded by Council Member Plyler and unanimously passed (5-0) to table the matter.

Cancel and reschedule the regular monthly meetings for the months of November and December and consider Town Hall holiday schedule

The Town Administrator presented Staff's report.

A motion was then made by Council Member Uptegraph, seconded by Council Member Gordon and unanimously passed (5-0) to cancel the November 26, 2015 and December 24, 2015 regular meetings due to the Thanksgiving and Christmas holidays and to close the Town Hall at noon on Wednesday, December 23, 2015 for the Christmas Holiday to reopen on Monday, December 28, 2015.

Regular meetings would be held on November 12, 2015 and December 10, 2015.

REPORTS

Town Attorney

The Town Attorney addressed the Town Council. In light of the recent changes to the Council and the appointment of a new Council Member, he took the opportunity to remind the Town Council of the protocol as it related to communications with staff, etc. He reminded all to address matters with the Town Administrator and to avoid speaking with staff directly, especially in matters relating to Code Enforcement. The Town Council serves as the appeal board to code enforcement issues and they need to remain neutral.

He reminded all that the Town Administrator should always be kept in the loop and copied on all communications.

Lastly, he noted for the record that at the last meeting, there was an inference made against a Council Member that he, as Town Attorney looked into and found to be unsubstantiated. Although the Council Member had prefaced his remarks by announcing that what he was about to say was based on hearsay, Attorney Foy cautioned all that they need to be extremely cautious when they are repeating something that may have no truth nor veracity.

Using former Council Member Woods as an example, he requested the Council Members protect civility.

Mayor

Mayor Foy explained the meaning behind recent correspondence from the South Florida Water Management regarding the C-51 Rule amendments.

There was a brief discussion of former Vice Mayor Woods and his ability to read people. The dedication of the pavilion was next discussed. It was agreed the event would take place on October 22, 2015 instead of during the Halloween event. It was agreed the day of the Halloween Event would be too hectic and staff would be too busy setting up.

Administrator's Report

Thank you notes had been received from Connie Woods and from Mr. Woods's father expressing appreciation to the Town Council and Staff during Vice Mayor Woods funeral reception.

Vice Mayor Gordon would be joining Mayor Foy at the Mayor's literacy luncheon, September 16, 2015 at the Breakers Flagler Steakhouse.

The Property Appraiser had offered to address Council on property values, etc. within the Town. Council appreciated the offer, but felt that unless there would be public input, it may not be of value.

Committee and Delegate Reports

A brief update on the Palm Beach County League of Cities District II & III luncheon held the day before was given.

Council Member Beavers took this opportunity to apologize to Council Member Plyler for repeating something that was based on hearsay. The apology was accepted.

He then reported on the Palm Beach County League of Cities meeting during which the following matters were discussed:

- Small mobile sights (telecommunication utility poles)
- South Palm Beach Managers Position
- Quiet Zones
- Level 2 background checks for UBER drivers

Staff gave an update of the Special Events Committee meeting held to plan for the Halloween Event.

The following proposed Ordinances were discussed at the Code and Ordinance Committee meeting:

- Sober Homes
- Animal Sales
- Self-Storage
- Front door overhangs
- Sheds
-

The following items still needed to be addressed:

- Flood Plan Ordinance
- Sign Ordinance
- Pan Handling

Treasurer's Report

Included in packet.

UNFINISHED BUSINESS

A discussion followed concerning the requirements of the Ethics training.

NEW BUSINESS

The Town Administrator would be on vacation the following week.

Council Members took this opportunity to welcome Council Member Jo Plyler.

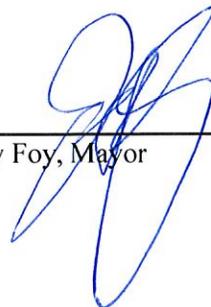
ADJOURNMENT

With no further business to come before the Town Council, the meeting adjourned at 8:10 p.m.

Approved: September 24, 2015



Janice C. Rutan, Town Administrator



Jay Foy, Mayor

