

Jay G. Foy, Mayor
Lawrence Gordon, Vice Mayor
Mark C. Uptegraph, Council Member
Jo H. Plyler, Council Member
Remar M. Harvin, 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 6, 2018
NOON**

AGENDA

- I. Call to Order
- II. Presentations/Proclamations
- III. Council, Attorney and Staff Reports
- IV. New Business
- IV. Old Business
 - a. Speed bumps on Palmetto Road
 - b. Discussion on proposed Townhome project
 - c. Report from Town Engineer on New Park View Place and policy regarding acquisition of private roads
 - d. Park and Cyprus Lane Drainage Improvement Project
- 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 6, 2018
Town Hall – 4585 Charlotte Street**

OFFICIAL MINUTES

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, February 6, 2018 at Town Hall, 4585 Charlotte Street, Haverhill. Those present were Mayor, Jay Foy; Vice Mayor, Lawrence Gordon; Council Member, Remar M. Harvin; Council Member, Mark Uptegraph; Council Member Jo Plyler; Town Attorney, Lance Fuchs; Town Engineer, Todd McLeod; Town Administrator Janice Rutan; Deputy Town Clerk, Jean Wible and Director of Public Services, Joseph Roche

I. CALL TO ORDER

Mayor Foy called the Workshop to order at 12:10pm

II. PRESENTATIONS/PROCLAMATIONS

- a. Introduction of Don B. Smith owner of 1131 Palmetto Road, Kurt Hoebee owner of 1148 Palmetto Road, Sonja Hall owner of 1040 New Parkview Place, Miguel Castillo de Fuentes owner of 1121 Park Lane (currently running for Town of Haverhill Council) and Subhashchandra Vyas owner of 1331 Park Lane.

III. COUNCIL, ATTORNEY AND STAFF REPORTS

- a. Mayor Foy reminded all this is Council Workshop and the purpose is for discussion only, no decisions can be made. Town Administrator Janice Rutan stated there are no Council, Attorney or Staff reports at this time however, we have residents and one non-resident in attendance. Our non- resident is located right outside of the Town of Haverhill and would like to discuss possible annexation into the Town.

IV. OLD BUSINESS

- a. **Speed Humps on Palmetto Road:** Town Administrator Janice Rutan stated the first item on today's agenda was Speed Humps on Palmetto Road, in which Mr. Hoebee and Mr. Smith are here to discuss. Mayor Foy asked T/A Rutan if she had given Mr. Hoebee and Mr. Smith the background on where the Town is with the speed humps and she replied yes. Mr. Smith stated that T/A Rutan informed him of the discussion Council had previously in October 2017 regarding the speed humps. Mr. Smith stated he can agree with some of the decisions why Council is not in favor of the installation of speed humps such as it is not a thru street and it is not a very long road but Mr. Smith stated, it's long enough for drivers to constantly speed up and down all hours day and night. Mr. Smith is

very concerned someone will end up hurt or worse as it is out of control. Mr. Smith stated he would like Town Council to reconsider and install speed humps on Palmetto Road. Mayor Foy asked if there were ever speed humps on the road and Mr. Smith replied, no. Director of Public Services Joseph Roche stated there is one on Pineway Drive. Mayor Foy asked, what the final decision Town Council made on adopting a policy to install speed humps in the Town and T/A Rutan replied the decision was made not to adopt a policy to allow installation of future speed humps and any existing speed humps in the Town would be grandfathered in to be repaired and replaced by the Town. Mr. Hoebee stated he thinks people believe Palmetto Road gives them access to the new development going up behind them on Stacy Street, so therefore, increasing traffic on Palmetto Road. Options of specific signage installation by the Town was brought up to discourage the heavy traffic. Discussion ensued.

- b. **Proposed Townhome Project:** Town Administrator Janice Rutan stated the next item on today's agenda was the discussion on proposed Townhome project but the proposed developers are not here for the meeting so no discussion is needed. Mayor Foy stated if they show up we can discuss later.
- c. **Report from Town Engineer on New Parkview Place and policy regarding acquisition of private roads:** Town Engineer Todd McLeod stated it is his understanding that the Town has received a request for the Town to potentially take ownership and maintenance of New Parkview Place roads. T/E McLeod said he has done a visual walk-through of the road and pulled whatever publically available record/files he could find from the plat and South Florida Water Management District to assess what types of improvements, if any, needed to be done to bring it up to a level where the Town would be comfortable taking it over. T/E McLeod has handed out a memorandum, preliminary cost estimate of \$112,235.00 and photo's to Town Council and Staff to review and discuss. Council member Remar M. Harvin asked if all the items Town Engineer McLeod has "red flagged", could be done in one fiscal year. T/A stated several things would need to happen first, one being the HOA of Parkview Place would need to determine what their HOA docs say in terms of roads and they may need to be amended. Sonja Hall, who is an owner at New Parkview Place stated the HOA is in the process of going through the docs now but are holding back until they know what to do once speaking with Town Council. Ms. Hall stated maybe having the Town take ownership of the road is not the only option, she was wondering if there was a way the HOA could apply for funding to help get the road improved the way they want it. Ms. Hall also stated the 38 homes in the development cannot afford the street lighting and asphalt. T/A Rutan also stated the Town is not budgeted at this time and Town Council would need to decide if they want to get into the banking business and front the money for this improvement and then assess each property owner through their annual taxes as a non-ad valorem assessment (as the Town does with trash pickup) to be collected over years, example ten (10) years, twenty (20) years, however far out they would like to go. Discussion ensued.
- d. Town Administrator Janice Rutan stated also in attendance today was Subhashchandra Vyas, a non- resident of Haverhill whose home abuts against our last property in Town located on the corner of Park Lane and Cyprus Lane. Mr. Vyas wants to know why his property can't be included in the drainage project or at least have the Town fill in his

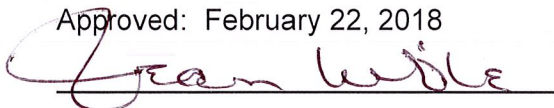
ditch because garbage collects in there and it is getting more difficult for him to clean it out because of his age and height. He is upset that he gets nowhere with Palm Beach County. T/A Rutan stated she previously had a lengthy conversation with Mr. Vyas and explained to him that the Town could not expend Town money on private property. She also discussed with him the possibility of annexing into the Town of Haverhill via a hardship. Mayor Foy stated that in our drainage project we are required to do no harm and he feels that in the design of the project, the Town is doing no harm. Mayor Foy also stated that the Town of Haverhill cannot put fill into a ditch that belongs to Palm Beach County as that would be illegal and reminded Mr. Vyas it would also be illegal for the Town to spend Town money on a property that doesn't belong to the Town of Haverhill. Mayor Foy stated if the property was annexed into the Town then the Town could help him. Discussion ensued.

- e. **Park Lane and Cyprus Lane Drainage Improvement Project update:** Town Engineer Todd McLeod stated the underground drainage on Park Lane was finished last week. Wynn & Sons had started Cyprus Lane on Monday, February 5, 2018. He met with Dan Wynn on Friday, February 2, 2018 to walk through some of the swale grading on Park Lane. They should be cutting and grading some of those swales, he believes they are working south to north off of Belvedere Road. He also stated Wynn & Sons plan is to cut all those swales to the right shape, sod them (for the most part) then come back in a couple of weeks to pour all of the valley gutters straight down both sides of Park Lane. They will come back to rebuild the driveways. Vice Mayor Gordon asked T/E McLeod approximately how long before the project is completed and he replied at least six to seven weeks left, weather permitting. T/E McLeod stated the Town has paid Wynn & Sons \$278,982.00 so far of the total \$733,493 and they will be coming in for another pay application in about 10 days for their January to February work. Town Administrator Rutan stated that will be when she starts drawing off the Sales Tax loan. Discussion ensued.

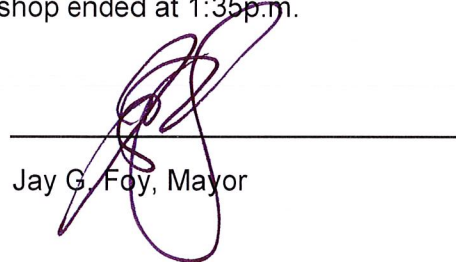
V. ADJOURNMENT

There being no further business to be discussed, the workshop ended at 1:35p.m.

Approved: February 22, 2018



Jean Wible, Deputy Town Clerk



Jay G. Foy, Mayor

SIGN IN SHEET

TOWN OF HAVERHILL
COUNCIL WORKSHOP
February 6, 2018
Noon

Name	E- Mail Address	Signature
Don B. Smith		Don B. Smith
Kurt Hoebe		Kurt Hoebe
Sonya Hall	PARKVIEW PLACE HOA @GMAIL.COM	Sonya Hall
Vyas, SUBHASHCHANDRA	Subhash.Vyas1@gmail.com	Subhash Vyas
Miguel Pastors Llanente		Miguel Pastors Llanente
Jay Foy		
Lawrence Gordon		
Remar Harvin		
Mark Uptegraph		
To Plyler		
Lance Fuchs		
Janice Rutan		
Jean Wibke		
Todd McLeod		
Joseph Roche		