

Jay G. Foy, Mayor
Lawrence Gordon, Vice Mayor
Mark C. Uptegraph, Council Member
Jo Plyler, Council Member
Remar M. Harvin, Council Member
John Fenn Foster, Town Attorney
Janice C. Rutan, Town Administrator



TOWN COUNCIL REGULAR MEETING
Town Hall Council Chambers
Thursday ~ November 16, 2017
7:00 p.m.

- I. CALL TO ORDER**
- II. INVOCATION AND PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. COMMENTS FROM THE PUBLIC**
- V. APPROVAL OF AGENDA**
- VI. APPROVAL OF THE CONSENT AGENDA**
 - a. Approval of the minutes for the September 5, 2017 and October 3, 2017 Workshop meetings and the October 12, 2017 regular meeting
- VII. PROCLAMATIONS AND PRESENTATION**
- VIII. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- IX. SECOND READINGS AND PUBLIC HEARINGS**
 - a. **ORDINANCE 454 AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA DECLARING A ZONING IN PROGRESS AND IMPOSING A MORATORIUM ON THE ACCEPTANCE AND PROCESSING OF NEW APPLICATIONS FOR THE SUBDIVISION, PLATTING AND REQUIRED IMPROVEMENTS (CHAPTER 54 OF THE TOWN OF HAVERHILL CODE OF ORDINANCES) UNTIL APRIL 27, 2018; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**
- X. FIRST READINGS AND REGULAR AGENDA**
 - a. Consider request of Randolph Wade for a variation from section 58-331, sheds, to allow for a second 10x12 foot shed to be placed on his property located at 5328 Club Road.
 - b. Confirm and ratify approval of Resolution R2017-03: A Resolution of the Town Council designating and establishing the duties and responsibilities of the Surtax Oversight Committee (Resolution was discussed at the March 14, 2017 meeting with no formal action taken)
- XI. REPORTS**
 - Town Attorney
 - Mayor
 - Town Administrator
 - Committee/Delegate Report
 - Treasurer's Report (included in packet)
- XII. UNFINISHED BUSINESS**
- XIII. NEW BUSINESS**
- XIV. 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 COUNCIL REGULAR MEETING
Town Hall Council Chambers
Thursday ~ November 16, 2017
7:00 p.m.
OFFICIAL MINUTES

The regular monthly meeting of the Haverhill Town Council was held on Thursday, November 16, 2017 at the Town Hall, 4585 Charlotte Street, Haverhill, Florida. Those present were Jay G. Foy, Mayor; Lawrence Gordon, Vice Mayor; Mark Uptegraph, Council Member, Jo Plyler, Council Member and Remar M. Harvin, Council Member. Also present were John Foster and Janice C. Rutan, Town Administrator.

CALL TO ORDER

Mayor Foy called the meeting to order at 7:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

The Town Administrator called the roll. All members were present.

COMMENTS FROM THE PUBLIC

Jorge Rodriguez, 1310 Park Lane. Mr. Rodriguez addressed the Town Council about the Park and Cyprus Lane Drainage Improvement Project. He expressed his concern that his property may be adversely affected by the project and asked if the Town Council could look at the plans to be sure that his property, which is on a downward slope from the project, is being taken into consideration. The Town Council would make the Town Engineer aware of Mr. Rodriguez's concerns.

Mr. Rodriguez then went on to note that there was an 18 unit condo being built on the corner of Pine Ridge and Park Lane and was wondering if it would be bringing sewer into the Town. Council responded that they most probably would be installing a lift station and suggested Mr. Rodriguez contact them directly.

APPROVAL OF AGENDA

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

APPROVAL OF THE CONSENT AGENDA

Approval of the minutes for the September 5, 2017 and October 3, 2017 Workshop meetings and the October 12, 2017 regular meeting

A motion was made by Council Member Harvin and seconded by Council Member Uptegraph and unanimously passed (5-0) to approve the consent agenda as presented.

PROCLAMATIONS AND PRESENTATION

None.

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE

Sergeant Rodgers was present representing Palm Beach County Sheriff's office. He reported that during the previous 2 weeks there had been two accident reports, one missing person report, and police service to a business at 4500 Belvedere Toad, one false alarm, one Baker Act, two domestic calls and a call for a wire down.

Council expressed their appreciation to the Palm Beach County Sheriff's office for their continued support.

Council Member Harvin noted for the record that the light at the intersection of Haverhill Road northbound to turn west on Military Trail needs to be timed. He commented that it is too short and holds up the flow of traffic.

SECOND READINGS AND PUBLIC HEARINGS

ORDINANCE 454 AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA DECLARING A ZONING IN PROGRESS AND IMPOSING A MORATORIUM ON THE ACCEPTANCE AND PROCESSING OF NEW APPLICATIONS FOR THE SUBDIVISION, PLATTING AND REQUIRED IMPROVEMENTS (CHAPTER 54 OF THE TOWN OF HAVERHILL CODE OF ORDINANCES) UNTIL APRIL 27, 2018; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

The title was read by Attorney Foster.

A motion was made by Vice Mayor Gordon, seconded by Council Member Harvin and to approve Ordinance No. 454 on second reading.

Mayor Foy reminded Council that consideration needed to be given requiring more parking for any future subdivision. He had hoped that requiring a 2 car garage in all new construction would alleviate some of the on street parking, however, most were using the garages as storage and still parking on the street. Discussion followed.

The motion was then called and passed unanimously 5-0.

FIRST READINGS AND REGULAR AGENDA

Consider request of Randolph Wade for a variation from section 58-331, sheds, to allow for a second 10x12 foot shed to be placed on his property located at 5328 Club Road.

The Town Administrator presented Staff's report. It was explained that Mr. Wade's daughter had recently moved in with him to help him as he was a recent widower. She required additional storage for her belongings and instead of renting a storage unit, he felt that an additional shed would work best for them.

Taking into consideration Mr. Wade's specific situation, a motion was made by Council Member Uptegraph and seconded by Vice Mayor Gordon) to grant the request for variation with the stipulation that if the property is to be sold, or title to same was conveyed or transferred from Mr. Wade, one of the two sheds must be removed.

Council Member Plyler suggested the Town Council remove the provision that allowed for variations from the Ordinances. Council Member Harvin suggested the matter be tabled.

The vote was then called and passed 4-1, with Council member Plyler voting against the motion.

Confirm and ratify approval of Resolution R2017-03: A Resolution of the Town Council designating and establishing the duties and responsibilities of the Surtax Oversight Committee (Resolution was discussed at the March 14, 2017 meeting with no formal action taken).

The Town Administrator presented Staff's Report. She explained that although the matter had been discussed at the March 14, 2017 meeting, no formal action had been taken.

A motion was then made by Council Member Plyler, seconded by Council Member Uptegraph and unanimously passed (5-0) to confirm and Ratify Resolution 2017-03.

REPORTS

Town Attorney

Attorney Foster wished everyone a very happy Thanksgiving.

Mayor

Mayor Foy reported on the number of broken force mains and sanitary sewage overflows in Palm Beach County.

Discussion followed regarding grass clippings and debris that is being washed down storm drains.

Town Administrator

The Town Administrator reported that the Request for Proposal for Auditing Services had been completed. It had been supplied to the Office of Inspector General and would be advertised for bids to be received January 9, 2018.

The Town Administrator reported on safety issues at the Town Hall. She reported on measures that she was considering to make the environment safer for employees. There were many options including installing impact glass for the front door and perhaps at the reception area. An intercom would need to be installed. The Town had already installed a remote controlled locking system for the front door.

Mayor Foy reported he had brought this matter up at the Palm Beach County League of Cities luncheon. Lori LeVerriere, City Manager from Boynton responded that retrofitting buildings was usually cost prohibitive. Training should also be considered.

The Town Administrator would report back at the next meeting.

The Town Administrator reported on progress towards making the website ADA compliant.

She reminded all that the qualifying period had been moved up from January to December.

Committee/Delegate Report

Discussion followed regarding the Mayor from Boca Raton that was under investigation for possible conflict of voting interest.

Treasurer's Report

Included in packet.

UNFINISHED BUSINESS

None.

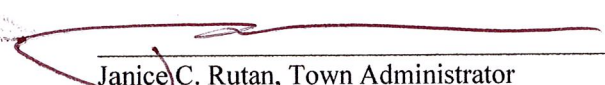
NEW BUSINESS

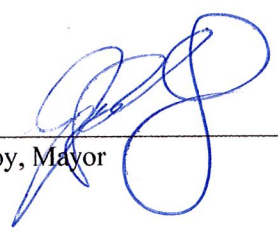
None.

ADJOURNMENT

With no further business to come before the Town Council, the meeting adjourned at 7:55 p.m.

Approved: January 11, 2018


Janice C. Rutan, Town Administrator


Jay G. Foy, Mayor