

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  
Tuesday, December 5, 2017**

**NOON**

**AGENDA**

- I. Call to Order
- II. Presentations/Proclamations
- III. Council, Attorney and Staff Reports
- IV. Old Business
- V. New 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  
December 5, 2017  
Town Hall – 4585 Charlotte Street**

**OFFICIAL MINUTES**

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, December 5, 2017 at Town Hall, 4585 Charlotte Street, Haverhill. Those present were Mayor, Jay Foy; Council Member, Remar M. Harvin; Council Member, Jo Plyler; Town Attorney, Lance Fuchs; 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. N/A

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

- a. Director of Public Services, Joseph Roche informed all that there was a gas main break on Park Lane where the drainage project is underway. Traffic was shut down westbound on Belvedere Road beginning at Concord Avenue. No one was injured. Discussion ensued.
- b. Town Attorney Janice Rutan stated there is nothing on the agenda for today's Town Council Workshop, however, she wanted to re-address with Town Council the ADA (American Disabilities Act) requirements with regards to the Towns website. T/A Rutan stated the Town of Juno Beach has discovered that Towns, Cities, Municipalities, etc. have until January 18, 2018 to comply. T/A Rutan has been reaching out to IT companies and other local government agencies for assistance. T/A Rutan stated this could be a costly. T/A Rutan also stated that unfortunately, shutting down the website may have to be an option as well. Town Attorney Lance Fuchs stated he will also look into companies that may be able to help the Town at a lower cost with the ADA compliance. Discussion ensued.
- c. Town Administrator Rutan stressed the fact that the Town really needs to get Subdivision Ordinances updated as she is receiving several inquiries regarding vacant lots that are available in the Town. Discussion ensued.
- d. Mayor Jay Foy stated he would like Town Council to look at the parking requirements as this really concerns him. He stated that parking is a problem when you look at the

subdivisions that have been approved. Director of Public Services Joseph Roche stated the Waste Pro trucks are having issues driving down streets for garbage pickup too. Haverhill Pointe subdivision is one of them. Mayor Foy asked that Town Attorney John Foster and Town Administrator Janice Rutan get together and schedule a Code & Ordinance meeting. Discussion ensued.

- e. **FEMA Maps:** Mayor Foy stated (he was told by a friend) that if a building is not in the flood zone area on FEMA Map but a part of the lot is in the flood zone, banks are requiring flood insurance. Discussion ensued.
- f. Mayor Foy stated the NPDES reports are due by the end of the year and hoped Director of Public Services Joseph Roche had already been in contact with Karen Brandon and Mr. Roche replied yes she already has his reports.
- g. Town Administrator Rutan stated there is a meeting tonight in Belle Glade and tomorrow evening in Wellington regarding SR 80 Corridor Action Plan. She will make every effort to attend the meeting in Wellington. Discussion ensued.
- h. Mayor Foy asked Director of Public Services Joseph Roche if he knows if there is any possibility of getting the lights fixed or new ones at Park Hill Drive. Mr. Roche stated he had been told that Palm Beach County put forth an order that no street lights in their right of way will be replaced until they decide if they are going to digital lighting. Discussion ensued.
- i. Council Member Jo Plyer stated that since Hurricane Irma, the cul de sac that she resides on and the one down the street from her have had three (3) power outages since the storm. Town Administrator Rutan stated she sent an email to Stephanie Mitrione with FPL regarding this issue and Stephanie assured her she has escalated it to high priority. Mayor Foy mentioned that vegetation played a big part in power outages in taking down lines. Discussion ensued.
- j. Town Administrator Rutan confirmed with Town Council that the next Town Council Workshop will be on Tuesday, January 2, 2018
- k. Town Administrator Rutan mentioned that Vice Mayor Gordon is still in Puerto Rico dealing with the aftermath of Hurricane Irma and this is why he is not present at today's meeting.

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

- a. N/A

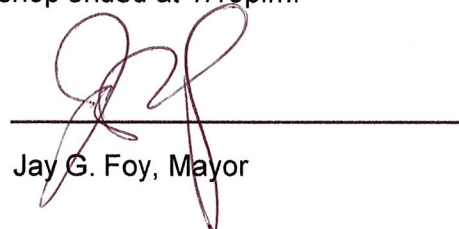
#### **V. ADJOURNMENT**

There being no further business to be discussed, the workshop ended at 1:10p.m.

Approved: January 11, 2018



Jean Wible, Deputy Town Clerk



Jay G. Foy, Mayor



**SIGN IN SHEET**

**TOWN OF HAVERHILL  
COUNCIL WORKSHOP  
December 5, 2017  
Noon**

Name	E- Mail Address	Signature
Jay Roy		
Joe Roche		
So Plyter		
Janice Rutan		
Remar Herwin		
Sean Wible		
Lance Richs		