

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



**TOWN COUNCIL REGULAR MEETING**

**Town Hall Council Chambers**

**Thursday ~ February 14, 2019**

**7:00 p.m.**

**AGENDA**

- 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 of the December 13, 2018 regular meeting
- VII. PROCLAMATIONS AND PRESENTATION**
- VIII. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- IX. REGULAR AGENDA AND FIRST READINGS**
  - a. RESOLUTION NO. 2019-01 A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, RELATING TO FINANCE; REVISING THE ESTABLISHED TRAVEL AND TRAINING POLICY FOR EMPLOYEES, OFFICERS AND ELECTED OFFICIALS PURSUANT TO STATE LAW; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE
  - b. Consider travel requests for Vice Mayor Gordon and Council Member Sohn
  - c. Consider further action, if any, on the Catalina Townhome Project
  - d. Consider appointing Town Council liaison to attend Palm Beach County Emergency Operation Center Meetings
- X. SECOND READINGS AND PUBLIC HEARINGS**
- 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.

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**TOWN COUNCIL REGULAR MEETING**  
**Town Hall Council Chambers**  
**Thursday ~ February 14, 2019**  
**7:00 p.m.**  
**OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held at the Town Hall, 4585 Charlotte Street, Haverhill on Thursday, February 14, 2019. Those present were Mayor Foy; Vice Mayor Lawrence Gordon; Council Member Mark C. Uptegraph and Council Member Remar M. Harvin. Also present were John F. Foster, Town Attorney; Janice C. Rutan, Town Administrator and Joseph Roche, Director of Public Services.

**CALL TO ORDER**

Mayor Foy called the meeting together at 7:05 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Foy offered the Invocation followed by the Pledge of Allegiance. He also requested a moment to recognize the one year anniversary of those killed in the Parkland Shooting.

**ROLL CALL**

The Town Administrator called the roll. All members were present with the exception of Council Member Sohn.

**COMMENTS FROM THE PUBLIC**

None.

**APPROVAL OF AGENDA**

The Town Administrator requested the agenda be amended to add approval of a Corporate Resolution between the Town of Haverhill and Seacoast Bank to open a 6 month Certificate of Deposit yielding a 2.5 APR.

**A motion was then made by Vice Mayor Gordon, seconded by Council Member Uptegraph and unanimously passed (4-0) to approve the agenda as amended.**

**APPROVAL OF THE CONSENT AGENDA**

**Approval of the minutes of the December 13, 2018 regular meeting**

**A motion was made by Vice Mayor Gordon, seconded by Council Member Harvin and unanimously passed (4-0) to approve the Consent Agenda.**

**PROCLAMATIONS AND PRESENTATION**

None.

**COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**

D/S Russell was present representing District 1 of the PBSO. He reported on the statistics for the period January 24, 2019 through February 13, 2019. He noted that there were no serious crimes within the Town during that period. The officers performed 75 proactive patrols, several business and residence checks and 28 traffic stops. He urged the Town to remind their residents to be proactive, if they see something, they should say something and to keep their doors locked at all times. He added that Code Enforcement can play an important role as well by citing those problem properties.

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

**REGULAR AGENDA AND FIRST READINGS**

**RESOLUTION NO. 2019-01 A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, RELATING TO FINANCE; REVISING THE ESTABLISHED TRAVEL AND TRAINING POLICY FOR EMPLOYEES, OFFICERS AND ELECTED OFFICIALS PURSUANT TO STATE LAW; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE**

The Title was read by Attorney Foster. **A motion was made by Vice Mayor Gordon and seconded by Council Member Harvin to approve Resolution 2019-01. Discussion followed.**

Council member Harvin suggested that when request for travel come to the Town Council, it include the statement that the training/seminar/event is not available in Palm Beach County; the purpose of the event; the location of the event and the associated costs. All agreed.

**The motion then passed unanimously (4-0).**

**Consider travel requests for Vice Mayor Gordon and Council Member Sohn**

Vice Mayor Gordon requested Council support in attending the FBC-LEO in Miramar March 7-9, 2019. **A motion was made by Council member Harvin, seconded by Council Member Uptegraph and unanimously passed (4-0) to authorize Vice Mayor Gordon's attendance at the FBC-LEO conference March 7 – 9, 2019.**

The Town Administrator reported on the request of Council Member Sohn to attend the Annual Equality Gala being held in West Palm Beach March 22, 2019. This would be Council Member Sohn's second year attending the Gala. Council member Harvin expressed support.

**Vice Mayor Gordon moved to authorize Council Member Sohn's attendance at the Equality Gala.** A brief discussion followed as to the benefit to the Town for some of these events and how long the town should continue to support attendance. Vice Mayor Gordon noted he had been invited to the same event and would support Council Member Sohn's attendance. Council Member Uptegraph offered support as well, adding that the attendance at the event by Council Member Sohn was supported, not that he was representing the Town of Haverhill at the event. **The motion was seconded by Council Member Harvin and was unanimously approved 4-0.**

**Consider further action, if any, on the Catalina Townhome Project**

It was the general consensus of Council to take no further action on the proposed Catalina Townhome Project leaving the Town's opposition of same on the record. The letter in opposition to Palm Beach County would stand as written.

**Consider appointing Town Council liaison to attend Palm Beach County Emergency Operation Center Meetings**

It was the general consensus of the Town Council to appoint Vice Mayor Gordon to serve as the Town Council liaison to attend the PBC EOC Municipal Meetings. Vice Mayor Gordon agreed to do it for one year.

**Approve Corporate Resolution between the Town of Haverhill and Seacoast Bank to open a 6 month Certificate of Deposit yielding a 2.5 APR (amended)**

Ex parte disclosures were announced as follows:

- Mayor Foy holds stock in Seacoast Bank
- Vice Mayor Gordon holds stock in Seacoast Bank
- Council Member Uptegraph has accounts at Seacoast Bank

The Town Administrator offered Staff's report. On December 13, 2018 the Town Council authorized the transfer of funds from the Bank United Operating Account into a Savings Account at Seacoast.

She was now requesting the Town Council pass a Corporate Resolution which will allow \$300,000 of the \$400,000 being transferred to be set aside in a six month CD offering 2.50% APR.

**A motion was then made by Vice Mayor Gordon, seconded by Council member Uptegraph and unanimously voted (4-0) to approve a Corporate resolution authorizing \$300,000 of the \$400,000 transfer to be set aside in a 6 month CD offering a 2.50% APR and to further authorize the Town Administrator to transfer funds to achieve the highest yield available to the Town.**

**SECOND READINGS AND PUBLIC HEARINGS**

None.

**REPORTS**

**Town Attorney**

Attorney Foster noted that he had no report adding that his wife was holding Valentine's Day dinner for him. He did note that while in Hawaii he and his wife witnessed a weather phenomenon in the form of snow on the island. He also noted there had been a wind gust in excess of 191 miles per hour while he was there.

**Mayor**

Mayor Foy inquired as to the status of the annual NPDES Report.

**Town Administrator**

The Town Administrator announced FP&L's Quality, Safety and Innovation Expo scheduled to be heard Thursday, April 18, 2019 at the NextEra Energy Juno Beach Office.

**Committee/Delegate Report**

Both Mayor Foy and Vice Mayor Gordon reported on the District 2 & 3 luncheon. Representatives from Greenacres had shared with the group the education materials they had provided to their residents when they were looking to amend their Charter. There had been a lengthy discussion at the luncheon regarding 2 or 4 year terms for elected officials. Many of those present were serving 3 year terms.

Vice Mayor Gordon reported on the Palm Beach County League of Cities Scholarship Committee and noted that interviews for potential candidates would take place on March 13.

**Treasurer's Report**

Included in packet.

**UNFINISHED BUSINESS**

Mayor Foy inquired of the Director of Public Services the status of the poles on Military Trail that were not in working order. Mr. Roche responded that he had been in contact with FDOT and

FPL. Mayor Foy reported on a damaged pole on the north side of Belvedere Road just west of Concord Avenue. The Town Administrator had taken photos and reported it to FPL.

**NEW BUSINESS**

None.

**ADJOURNMENT**

With no further business to come before the Town Council, the meeting adjourned at 8:00 p.m.

Approved: March 14, 2019

  
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Janice C. Rutan, Town Administrator

  
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Jay G. Foy, Mayor