

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
Workshop
Town Hall Council Chambers
4585 Charlotte Street
Haverhill
Tuesday, February 4, 2020**

NOON

AGENDA

- I. Call to Order**
- II. Presentations/Proclamations**
- III. New Business**
- IV. Old Business**
 - A. Update on status of proposed Ordinances**
- V. Council , Attorney and Staff Reports**
- 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 4, 2020
Town Hall – 4585 Charlotte Street**

OFFICIAL MINUTES

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, February 4, 2020 at Town Hall, 4585 Charlotte Street, Haverhill. Those present were Mayor Jay Foy; Vice Mayor Lawrence Gordon; Council Member Mark Uptegraph; Council Member Daniel Sohn; Town Attorney John Foster; Town Administrator Janice Rutan and Deputy Town Clerk Jean Wible.

I. CALL TO ORDER

Mayor Foy called the meeting to order at 12:07 p.m.

Introduction of Haverhill resident's Robert Ressler (1010 Pineway Drive); Carol and Mark Newhart (4940 Luwal Drive); Kathy Bryant (1053 Melinda Lane); Dennis J. Withington, Candidate for Council Seat 1 (4862 Berkeley Mews) and Jeffrey Waite (630 Tall Pines Road).

II. PRESENTATIONS / PROCLAMATIONS

Town Administrator Rutan presented the proclamation for Council Member Remar Harvin. She stated it is customary that a granted proclamation be read when services are held. She plans on attending the Saturday services but was not sure if Town Council members were planning on attending. Mayor Foy asked if the family would like a Council Member to read the proclamation at the services. Vice Mayor Gordon stated that typically, cards and proclamations are read by one person who is designated. Vice Mayor Gordon believed a person had already been chosen for Council Member Harvin's service. Discussion ensued.

III. NEW BUSINESS

N/A

IV. OLD BUSINESS:

- A. Update on status of proposed Ordinances: Town Attorney Foster stated that with all the Workshop's we've had lately, we have held the remainder of the eight (8) ordinances back and now need to bring them forward a couple at a time beginning in March. He stated that Town Council can decide at the last Town Council meeting in February which ones they want to forward and what workshops to have. He stated that one of the things that came up at the public meetings was a concern, expressed by a couple of residents, of an ordinance that deals with property maintenance

standards. He stated a couple of the code enforcement cases we have now is just that some people have let their properties go, with screens on screen enclosures and pool enclosures completely torn out. There is a property with weeds growing out of the pool and it is a disaster. Attorney Foster is hoping to circulate (ordinance) drafts within the next week to find resolutions that fit the Town. Discussion ensued.

Resident Carol Newhart (4940 Luwal Drive) spoke on the ongoing issue with screening RV's, boats etc. from view that the Town is now enforcing. She shared an article which appeared in the Palm Beach Post on January 29, 2020 that discussed how the Village of North Palm Beach is doing the same and it is creating financial hardships on their resident's. She feels although it may have been in the Town's code forever but never enforced and if it is not a nuisance, health hazard and they are licensed and tagged then why should the Town care! Discussion ensued.

Attorney Foster stated the "acreage" lot size is something that really needs to be discussed. As the code reads now, no more than one (1) watercraft, one (1) sports vehicle, one (1) trailer or one (1) recreational vehicle shall be permitted to be parked or stored outdoors on a residential lot on a **lot less than 10,000 sq. ft.** No more than one (1) recreational vehicle, and any two of the following, or a maximum of three of any of the following, may be parked outdoors on a residential **lot greater than 10,000 sq. ft. and less than one (1) acre:** trailer, sport vehicle and/or watercraft. On residential lots **one (1) acre or greater**, no more than one (1) recreational vehicle, and one (1) travel trailer, and any three of the following may be parked outdoors: watercraft, trailer or sport vehicle. Discussion ensued.

Attorney Foster stated that it is likely that we bring these ordinances, specifically dealing with fences, hedges, RV's, boat's and screening for First Reading at the second meeting in March 2020.

Mayor Foy asked Attorney Foster if there were any more decision points he needed direction on. Attorney Foster stated yes actually he would like to hear a little discussion on hurricane shutters as this presents a health and safety issue for people who will leave their shutters up outside of hurricane season. He stated that one of the things that had been thought about by Town Council, was having a requirement, after the storm had passed and we're all clear, at least for the front of the house shutters must be removed. Discussion ensued.

V. COUNCIL, ATTORNEY AND STAFF REPORTS

Town Administrator Rutan stated as Town Council already knows, Code Enforcement Officer Michael Jordan's last day of employment will be February 7, 2020 however, he had been out sick for the past two days. She is not sure if he will return. She had negotiated, and Devon (Esplin) Kirms will be starting with the Town on February 18, 2020 as a part time position. Mayor Foy asked that Town Administrator Janice direct her to only enforce egregious issues or things that are not being changed. Discussion ensued.

Town Administrator Rutan reported that last night there was a meeting of the (CCC) Complete Count Committee and in an effort to get people out to be counted, we are taking an idea from the City of West Palm Beach to have a "Census Sundae" on Saturday, March 21, 2020. We would serve ice cream, pastries and items of that nature under the pavilion. Also, computers would be available for residents to complete their 2020 census application. T/A Rutan stated a BBQ and Car Show was also discussed to draw people out. T/A Rutan stated that one of the committee members made a great suggestion of bringing in their completed census form and then being entered into a raffle for, as an example 50 to 100 gallons of gas, a \$50.00 gift card to Walmart, some type of monetary (value) item would bring people in. Discussion ensued.

Town Administrator Rutan stated it was revealed in the preparation of the 2020 Census, only 74% of Haverhill residents responded to the 2010 Census. Which as you all know, is quite a bit of lost funding. She explained that where it really hits home is that if 26% of residents don't reply to the Census, then when FEMA comes in to help you or any state agency for that matter, all of those types of funds are based on the 74% that responded. T/A Rutan informed all that we have one year to have people complete their Census. Discussion ensued.

Mayor Foy reported he had signed the NPDES report.

Vice Mayor Gordon announced there will be a Census meeting here at Town Hall on February 17, 2020 at 6:00pm if any of the residents in attendance today would like to attend that would be great as we need all the help we can get from residents.

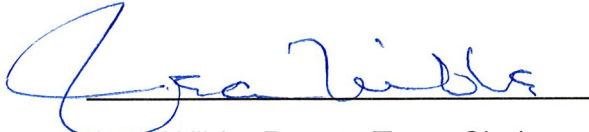
Vice Mayor Gordon announced the Palm Beach League of Cities offers several \$1,000 scholarships to eligible seniors who are going off to college if anyone is interested. It is opened until February 21, 2020 to apply by going to the Palm Beach County League of Cities website.

Town Administrator Rutan stated a couple of issues that we haven't addressed yet although Town Council will be eventually is regarding temporary buildings and structures. She stated that since we have taken away variation requests with regards to accessory buildings and sheds, if someone was to request a larger size accessory building, they would now have to go through the variance procedure. Mayor Foy stated a variance would require a hardship which can be self-imposed and can make it extremely difficult. Mayor Foy also stated with regards to temporary structures, we have tabled that for now. Attorney Foster stated temporary structures will involve a lot of discussion and consideration. Discussion ensued.

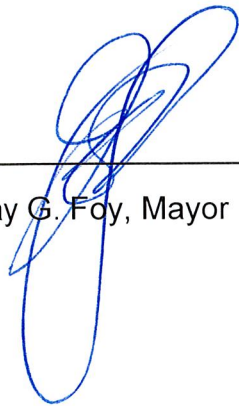
VI. ADJOURNMENT

There being no further business to be discussed, the workshop ended at 1:15 p.m.

Approved: May ¹⁴~~21~~, 2020



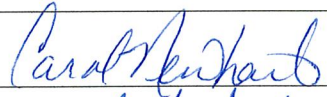
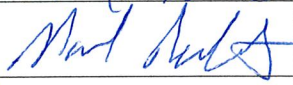
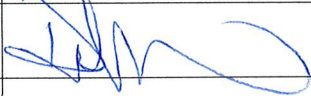
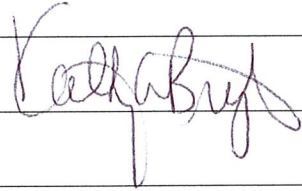
Jean Wible, Deputy Town Clerk



Jay G. Foy, Mayor

SIGN IN SHEET

**TOWN OF HAVERHILL
TOWN COUNCIL WORKSHOP
Tuesday, February 2, 2020
Noon**

Name	E- Mail Address	Signature
CAROL Newhart	csn.dolphin@gmail.com	
Mark Newhart	m.newhart53@gmail.com	
DENNIS WITHINGTON	DENNW@AOL.COM	
Robert Ressler	1010 Pineway Dr.	
Kathy Bryant	KathyBryant08@gmail.com	
Jay Boy	TOH-Mayor	
Lawrence Gordon	TOH - Vm	
Mark Uptegraph	TOH	
Daniel Sohn	TOH	
Janice Rutan	TOH	
Sean Wible	TOH	
John Foster	TOH Attorney	
Jeff Waite	630 Tall Pines Rd.	