

Jay G. Foy, Mayor
Lawrence Gordon, Vice Mayor
Dennis Withington, Council Member
Raymond Caranci, Council Member
Dr. Teresa Johnson, Council Member
John Fenn Foster, Town Attorney
Janice C. Rutan, Town Administrator



**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
Thursday, April 22, 2021
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 for the April 8, 2021 Regular Meeting
- VII. PROCLAMATIONS AND PRESENTATION**
 - a. Proclamation recognizing former Council Member Mark C. Uptegraph's years of service
- VIII. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- IX. REGULAR AGENDA AND FIRST READINGS**
 - a. Consider request for reduction of Code Enforcement Lien as requested by Jorge Usma, property owner at 1021 Cheryl Road.
 - b. Discuss request for Alternative Sign Plan as filed by Christopher Padgett, Lead Pastor, Abundant Life Church of God
 - c. Discuss fee structure for applications, variations and permits.
- X. PUBLIC READINGS AND SECOND HEARINGS**

None.
- XI. REPORTS**
 - Town Attorney
 - 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

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TOWN COUNCIL MEETING
April 22, 2021

IN ACCORDANCE WITH STATE OF FLORIDA, OFFICE OF THE GOVERNOR EXECUTIVE ORDER NUMBER 20-69 (Emergency Management – COVID- 19 – Local Government Public Meetings), the Emergency Declaration issued by the Town, and FS 286.0114, and other applicable federal, state, county and Town declarations, orders, rules and regulations, the Town Hall meeting shall be modified with respect to public access and public comment. Public comment will be received via e-mail (jrutan@townofhaverhill-fl.gov) up until noon on April 22, 2021. Any public comments received via e-mail, will be made part of the record of the meeting. If you prefer to appear in person to address the Town Council and exhibit signs of illness, such as coughing or sneezing, you will not be permitted into Town Hall. Each person will be granted 5 minutes to speak either on an agenda item or under Public Comment. If you wish to speak on a specific agenda item, please tell the Administrator prior to your entrance into the Town Hall so she can schedule speakers accordingly. All persons will be required to bring their own mask and wear it when entering Council Chambers to address the Town Council. Those persons gathering outside the Town Hall shall maintain a separation of at least six feet from one another, and it is recommended that masks be worn as well. If you wish to listen to the Town Council Meeting via teleconferencing, dial 1-877-953-1152 and enter participant code 7404157#. Those individuals gathering outside of the Town Hall will need to dial-in to the number above as there will be no speaker outside to broadcast the meeting. Once the meeting begins, all participants will be muted, however, after Council discusses a specific workshop item, the call will be unmuted to allow for questions. Please be courteous of the other participants, speak in turns and do not talk over another speaker. Thank you for your patience and understanding during these uncertain times.

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
Thursday, April 22, 2021
OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held at the Town Hall, 4585 Charlotte Street on Thursday, April 22, 2021. Those present Jay Foy, Mayor; Lawrence Gordon, Vice Mayor; Dennis Withington, Council Member; Ray Caranci, Council Member and Teresa Johnson, Council Member. Also present were John Fenn Foster, Town Attorney 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 the Pledge of Allegiance.

ROLL CALL

All Town Council Members were present in Council Chambers.

COMMENTS FROM THE PUBLIC

None.

APPROVAL OF AGENDA

The Town Administrator requested that Item C. be removed from the agenda so that prior to Council action, it could be discussed at the upcoming workshop. **A motion was made by Council Member Johnson, seconded by Council Member Caranci, and unanimously passed (5-0) to remove Item IX. C. Discuss fee schedule for permits, variations, and waivers from the agenda.**

APPROVAL OF THE CONSENT AGENDA

Approval of the minutes for the February 25, 2021, March 11, 2021 and March 25, 2021 and April 8, 2021 Regular Meetings

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

PROCLAMATIONS AND PRESENTATION

Proclamation recognizing former Council Member Mark C. Uptegraph's years of service

Mayor Foy addressed those present. He introduced former Council Member Uptegraph and announced that they were recognizing Council Member Uptegraph for his many years of service given Town on Council. He was grateful to be given the opportunity to thank someone who has been such a stellar representative of the Town.

He then read the Proclamation into the record. He again thanked former Council Member Uptegraph. A photo op followed.

Council Member Johnson spoke. Although she had not worked with former Council Member Uptegraph, she noted his many years of service given to the Town and offered accolades.

Former Council Member Uptegraph and his family thanked the Town Council for the honor and recognition.

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE

None.

REGULAR AGENDA AND FIRST READINGS

Consider request for reduction of Code Enforcement Lien as requested by Jorge Usma. Property owner at 1021 Cheryl Lane.

The Town Administrator offered Staff's report. She explained that Mr. Usma rents his property on Cheryl Lane. Although he does not live there, that is the address he uses for the Palm Beach Property Appraiser and where his mail is delivered. His notices of violation for parking on the grass had been sent to the Cheryl Lane address. His tenants had not told him about the violations, and when he was made aware, he took care of them immediately and a Notice of Compliance issued. Mr. Usma, through a letter sent to the Town Council, was requesting a reduction of the lien. It was the recommendation of the Code Enforcement officer that the fine be reduced to actual costs incurred by the Town of Haverhill, \$305.00.

A motion was then made by Council Member Johnson, seconded by Council Member Withington, and unanimously passed (5-0) to reduce the lien in the amount of \$1,400. to \$305. resulting in a \$1,095 reduction.

Review and schedule for Public Hearing proposed Comprehensive Plan Amendment - Evaluation and Appraisal Report (E.A.R.)

The Town Administrator offered Staff's report. She would be moving forward with scheduling the first public hearing of the EAR in May.

Discuss request for Alternative Sign Plan as filed by Christopher Padgett, Lead Pastor, Abundant Life Church of God

The Town Attorney presented the background of the petition for an alternate sign plan. The Town of Haverhill's sign ordinance does not allow for animated signs. The Town Attorney would like to seek input from the Town Planner before making a Staff recommendation.

Council Member Caranci noted that variances were for the size and measurement of the sign, not for something specifically prohibited.

Paster Chris Padgett of the Abundant Life Church of God addressed the Town Council. He presented the reasons why he would want to install the LED sign. If approved, it would allow him to change his message remotely, digitally, and daily. Although the messages can scroll and change automatically, it was not his intent to flash the sign, but he felt the sign would help himself, his congregation, and the Town for many reasons including those stated above. He offered to meet any parameters the Council wished to impose. He also added that the sign could be used for emergency announcements, time and temperature and messages.

He explained he had been working with Stewart Signs that is one of the largest sign companies installing these type signs for places of worship.

Discussion followed. Vice Mayor Gordon asked about the size of the proposed sign. He also expressed his concern that the placement of this flashing sign would be at the busy intersection of Haverhill and Belvedere Roads, an area already plagued by accidents.

Representatives from Stewart Sign Company were available via teleconference to explain how the signage worked and to answer questions.

The discussion that followed included topics such as improvements to the property, keeping up with technology, etc.

It was agreed that the Town would reach out to other municipalities to determine their regulations relating to animated signs as well as confer with the Town Planner.

PUBLIC READINGS AND SECOND HEARINGS

None.

REPORTS

Town Attorney

None.

Mayor

The Mayor discussed the continuation of the Emergency Declaration, mask requirements and how the lifting of the declaration would need to be based on facts and science.

Town Administrator

The Town Administrator reported on the proposed Stimulus funding package for the smaller municipalities and that she had received notification from Senator Powell's office that the request for appropriation through the offices of Senator Powell and Representative Willhite had not been coordinated properly for this year's cycle, however, would be ready to file when next year's round opens.

The Town Administrator reported that she and staff had participated in a seminar on Social Media/Facebook/Instagram/Zoom. It was quite eye opening. Staff would need to make changes in Council Chambers if Council were to move forward in that direction.

Discussion followed. Mayor Foy commented that he participates in zoom/web ex calls several times per week, however, was concerned over the cost for the Town of Haverhill to offer the service. Council Member Withington noted that there was such little participation and felt offering participation through teleconferencing was working fine.

Vice Mayor Gordon noted that the League of Cities uses WebEx as its platform.

Council Member Johnson stated she has used both Zoom and WebEx. She also commented that more residents would most probably participate in meetings if they were available to the public via Zoom or WebEx or any other platform.

The Town Administrator requested Council direction in moving forward as it would entail purchasing a specific version of the software, scheduling staff to attend meetings, etc.

She announced that the Governor was yet to set the date for the Special Election for Seat 20, to fill the unexpired term of Alcee Hastings.

Committee/Delegate Report

Vice Mayor Gordon announced that the May 26, 2021 Palm Beach County Gala was being planned but would most probably be held virtually.

Treasurer's Report

Included in packet.

UNFINISHED BUSINESS

The Town Administrator stated she was still waiting to hear from the bank about the releases for the properties adjacent to the Briarwood Wall.

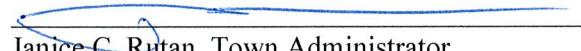
NEW BUSINESS

None.

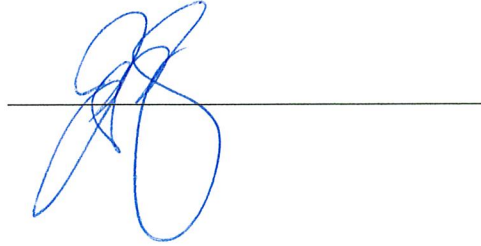
ADJOURNMENT

With no further business to come before the Town Council, the meeting adjourned at 7:45 p.m.

Approved: May 27, 2021



Janice C. Rutan, Town Administrator



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