

Jay G. Foy, Mayor
James E. Woods, Vice Mayor
Jerry E. Beavers, Council Member
Lawrence Gordon, Council Member
Mark C. Uptegraph, Council Member
John Fenn Foster, Town Attorney
Janice C. Rutan, Town Administrator



TOWN COUNCIL REGULAR MEETING
Town Hall Council Chambers
Thursday ~ November 17, 2011
7:00 p.m.
AGENDA

- I. **CALL TO ORDER**
- II. **INVOCATION AND PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **APPROVAL OF AGENDA**
- V. **APPROVAL OF THE CONSENT AGENDA**
 - a. **Approve Minutes of the October 13, 2011 and October 27, 2011 Regular Meetings; October 4, 2011 Workshop and September 7, 2011 Conflict Resolution Meeting**
- VI. **PROCLAMATIONS AND PRESENTATIONS**
- VII. **COMMENTS FROM THE PUBLIC**
- VIII. **COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- IX. **PUBLIC HEARING**
- X. **FIRST READINGS AND REGULAR AGENDA:**
 - a. **Resolution 2011-11: Designating the date, time and place for the Municipal Election for Seats 1 & 2 to be held on March 13, 2012**
 - b. **Resolution 2011-12: Designating the date, time and place for the Run Off Election (if necessary) to be held on March 27, 2012**
- XI. **REPORTS**

Town Attorney
Mayor
Consultants
Town Administrator

 - a. **Update on State Grant Award and Residential Rebate Program**
- XII. **Committee/Delegate Report**
- XIII. **Treasurer's Report (included in packet)**
- XIV. **UNFINISHED BUSINESS**
- XV. **NEW BUSINESS**
- XVI. **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 17, 2011
OFFICIAL MINUTES**

Pursuant to the foregoing notice, the regular meeting of the Haverhill Town Council was held on Thursday, November 17, 2011 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay G. Foy, Mayor; James E. Woods, Vice Mayor; Jerry Beavers, Council Member; Lawrence Gordon, Council Member and Mark C. Uptegraph, Council Member. Also present were Town Attorney John Foster, and Town Administrator, Janice C. Rutan.

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

The Town Administrator recorded all members were present.

APPROVAL OF AGENDA

Mayor Foy requested the Agenda be amended to have the Palm Beach County Sheriff's office report as the first item of business.

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

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE

Deputy Samples reported on a home burglary at 757 Briarwood Drive and another at 1231 North Haverhill Road. There were also reports of vehicle burglaries on Charlotte Street and the Baptist Church.

Director of Public Service Roche reported on a suspicious vehicle seen on Club Road and Tall Pines. PBSO would be monitoring the area.

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

APPROVAL OF THE CONSENT AGENDA

Approve Minutes of the October 13, 2011 and October 27, 2011 Regular Meetings; October 4, 2011 Workshop and September 7, 2011 Conflict Resolution Meeting
A motion was made by Vice Mayor Woods, seconded by Council Member Gordon and unanimously passed (5-0) to approve the consent agenda as presented.

PROCLAMATIONS AND PRESENTATIONS

None.

COMMENTS FROM THE PUBLIC

None.

PUBLIC HEARING

FIRST READINGS AND REGULAR AGENDA:

Resolution 2011-11: Designating the date, time and place for the Municipal Election for Seats 1 & 2 to be held on March 13, 2012

The title was read by Attorney Foster.

A motion was made by Vice Mayor Woods, seconded by Council Member Beavers and unanimously passed (5-0) to approve Resolution 2011-11.

Resolution 2011-12: Designating the date, time and place for the Run off Election (if necessary) to be held on March 27, 2012

The title was read by Attorney Foster.

A motion was made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to approve Resolution 2011-12.

REPORTS

Town Attorney

Attorney Foster reported that he had received an opinion from the Attorney General's office approving his purchase of gifts for the Town Council and staff.

He reported that Shiloh Church had filed their resubmission for a place of worship on Cyprus Lane in response to staff's comments. The Attorney had several conversations with Tec Shoumate, a neighbor opposing the project. He repeated the points he had raised with Mr. Shoumate and reminded him that if the Council were to approve the project, they could do so with several conditions to that approval.

Discussion followed. Vice Mayor Woods also noted that he had several conversations with Mr. Shoumate.

Mayor Foy commented that the typical stance the Town had taken was not favorable for that use, however, he would like to consider the conditions that could be placed on an approval if granted and how those conditions could benefit the Town.

Attorney Foster informed Council that religious institutions are protected by the LUPA Act and as such loss of tax revenue to the Town was not a justifiable reason for denial. Further, approval could provide substantial benefits to the Town through lighting, landscaping, road repair, etc.

Council Member Beavers reported that the Town of Lantana permits churches with the proviso they continue to pay ad valorem taxes to the municipality.

Mayor

Mayor Foy reported on NPDES Steering Committee meeting. He reported that Eric Livingston (Department of Environmental Protection) was present and discussed the Best Management Practices (BMP) Program and the new requirements included therein.

Consultants

None.

Town Administrator

The Town Administrator reported on the installation of the windows and energy retrofits at the Town Hall.

The books that the Town had received in recognition of its participation in the Read for the Record program had been evenly distributed to the Haverhill Baptist Pre School, Whiz Kids, Rainbow Learning Center, Wynnebrook and Hope Centennial's VPK programs.

The Town Administrator reminded all that the Town Hall would be closed November 24th and 25th for the Thanksgiving holiday.

Committee/Delegate Report

Vice Mayor Woods reminded all about the Neighborhood Yard Sale that would be held on November 19th.

Council Member Beavers reported on the presentation on the Community Readiness Program sponsored by the Emergency Operations Center.

There had been an emergency exercise held at the St. Lucie Power Plant.

Council Member Beavers suggested that the Towns of Haverhill, Cloud Lake and Glen Ridge join together for the NIMS compliance presentation being offered by Bill Johnson.

He had attended a meeting of the Palm Beach County League of Cities Education Committee earlier in the Day. The Committee was chaired by Martha Webster of Royal Palm Beach. He reported that he would be judging the Speech Competition for students being held on December 3 and sponsored by the League of Cities.

He suggested the Town look into inviting Micro Shred to the Town's picnic. The company offers a program to the Town's that allows residents to shred their documents for \$5.00.

He reported that Richard Radcliff, Executive Director of the Palm Beach County League of Cities was looking to host a local workshop for elected officials and was open for suggestions of topics to be addressed at the workshop.

He reminded all that there would be a tour of the Lake Worth Lagoon on December 2, 2011. Those interested in participating would need to RSVP by November 28, 2011.

He noted that he had attended the League's District II and III meeting in Atlantis. There had been a discussion of employee evaluations at the meeting, however, in Haverhill those were left to the Administrator.

He reminded all of the tri-city bar b q scheduled for December 9, 2011 at the Pahokee Marina. There would be a farm tour available as well for a cost of \$20.00.

Treasurer's Report

Included in packet.

UNFINISHED BUSINESS

Vice Mayor Woods reported that he and the Town Administrator had attended a meeting of the Wellington Village Council at which time they presented an appreciation plaque to the Wellington Building Department for their assistance to Haverhill during its Building Department transition. He noted that meeting had occurred in the very impressive newly constructed City Hall.

The Town Administrator took this time to report that Tom Rodgers, the Town's Building Official representative from MT Causley was working very well for the Town and it was a pleasure to have him part of the team.

The Town Administrator reported on the implementation of the Residential Rebate program and announced that there would be a presentation on the program at the December workshop.

NEW BUSINESS

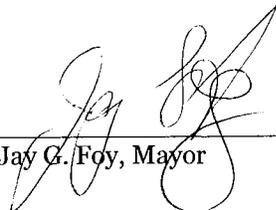
None.

ADJOURNMENT

Prior to adjournment best wishes for the Thanksgiving Holiday were exchanged. The meeting adjourned at 7:50 p.m.

Approved: December 15, 2011


Janice C. Rutan, Town Administrator


Jay G. Foy, Mayor