

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



**Town Council
Special Meeting
Town Hall Council Chambers
4585 Charlotte Street
Haverhill
Tuesday, March 13, 2012**

NOON

AGENDA

- I. Call to Order
- II.
- III. Presentations/Proclamations
 - a. Presentation from John Kim, McMahon & Associates traffic counts on Belvedere Road
- IV. Council, Attorney and Staff Reports
- V. Old Business
 - a. Award contract for Air Conditioner Installation
- VI. New Business
- VII. 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
March 13, 2012
Town Hall – 4585 Charlotte Street**

OFFICIAL MINUTES

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, March 13, 2012 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay G. Foy, Mayor; Jerry Beavers, Council Member, Mark Uptegraph, Council Member and Lawrence Gordon, Council Member. Also present were John Foster, Town Attorney, Janice C. Rutan, Town Administrator; Joseph Roche, Director of Public Works, John Kim, Traffic Engineer, and Jessica Shepherd, Deputy Town Clerk. James E. Woods, Vice Mayor was absent.

I. CALL TO ORDER

Mayor Jay Foy called the Workshop to order at 12:00 a.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Foy led the invocation and pledge of allegiance

III. ROLL CALL

Administrator Rutan performed the roll call.

Vice-Mayor Woods was absent.

IV. PRESENTATIONS/PROCLAMATIONS

- a. Presentation from John Kim, McMahon & Associates traffic counts on Belvedere Road.**

Mr. Kim submitted a handout to Council and Staff (see Exhibit "A") and began his presentation. He stated that volumes and traffic counts have continued to decrease but the traffic counts at Military Trail and Belvedere Road have increased.

Mayor Foy stated that the Town had a decision to make and asked if they should remind Palm Beach County of the cost analysis.

The Council came to consensus to have Administrator Rutan write a letter to Palm Beach County asking for the status of the cost analysis.

Attorney John Foster stated that the proposed widening of Belvedere Road to six lanes needed to be taken off of the 5 year road plan.

V. COUNCIL, ATTORNEY AND STAFF REPORTS

Council Member Beavers announced that the League of Cities District Meeting II was taking place on March 14, 2012.

The next Code and Ordinance Committee Meeting was scheduled for March 22, 2012 and the next EOC Training will take place on April 4, 2012.

VI. OLD BUSINESS

Council Member Gordon expressed his concerns over the decision that was made at the last Council Meeting regarding the rezoning of the Cyprus Road property to allow the proposed Shiloh Church. He stated that he was concerned that the Town may run into legal problems. He asked that Town Attorney Foster review the information and bring back an opinion at the next meeting of what recourse may take place. He stated that the decision needed to be revisited.

Town Administrator Rutan stated that she has received daily numerous phone calls from a resident regarding the property in which she has asked them to refrain from calling staff to speculate on what might happen with the property. She was asked by the resident what regulations could be put on a free assembly. She explained to them that there were none. She stated that she directed staff to direct all calls regarding the property to her office. She clarified that the decision was not a denial. She stated that the Local Planning Agency made a recommendation to deny but Council never made a second on the motion therefore the motion failed.

Town Attorney Foster stated that he has had lengthy conversations with the same resident wherein he has explained to them that the church can legally do whatever they want through freedom of assembly.

Discussion ensued among Council and Staff regarding the proposed Shiloh Church on Cyprus Road.

The Council came to consensus to bring the item back for discussion at the next Council Meeting of March 22, 2012.

a. Award contract for Air Conditioner Installation

Administrator Rutan gave a status update on the Town Hall A/C retrofit proposals. She explained that the full \$25,000 allotted for the A/C units from the State Grant needed to be spent. She discussed and explained the different proposals and what type of A/C equipment, specifications and energy efficiency ratings were included.

Discussion ensued between Council and staff regarding the different A/C equipment offered by each proposal.

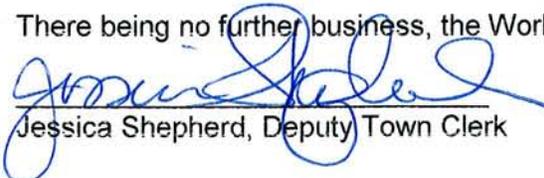
A motion was made by Council Member Gordon, seconded by Council Member Uptegraph and unanimously passed to award the A/C retrofit contract of the Town Hall to Summit Air Conditioning.

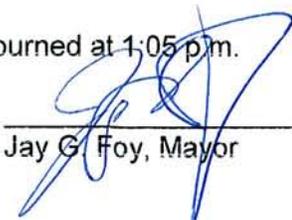
VII. NEW BUSINESS

None

IX. ADJOURNMENT

There being no further business, the Workshop adjourned at 1:05 p.m.


Jessica Shepherd, Deputy Town Clerk


Jay G. Foy, Mayor

Approved: April 26, 2012