

Jay G. Foy, Mayor
James 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 OF HAVERHILL
PUBLIC HEARING
MILLAGE RATE/
BUDGET FOR FY 2012/2013
Thursday, September 27, 2012
7:00 p.m.
Town Hall – 4585 Charlotte Street**

- I. Call to Order**
- II. Invocation and Pledge of Allegiance**
- III. Roll Call**
- IV. Approval of Agenda**
- V. ADOPT MILLAGE RATE FOR 2012/2013**
 - a. RESOLUTION 2012-06: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, LEVYING A TAX OF 4.0000 MILLS UPON THE TAXABLE NON-EXEMPT PROPERTY WITHIN THE TOWN OF HAVERHILL FOR THE 2012/2013 FISCAL YEAR RESULTING IN A .42 PERCENT INCREASE OVER THE ROLLED BACK RATE OF 3.9831 MILLS.**
- VI. ADOPT BUDGET FOR 2012/2013**
 - a. RESOLUTION 2012-07: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, ADOPTING THE 2012/2013 BUDGET OF THE TOWN OF HAVERHILL**
- VII. Comments from the Public**
- VIII. Adjournment**

TOWN COUNCIL REGULAR MEETING
Town Hall Council Chambers
Thursday ~ September 27, 2012
Immediately following close of Public Budget Hearing
REVISED AGENDA

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF THE CONSENT AGENDA**
 - a. Approve Minutes of the August 7, 2012 and September 4, 2012 Workshop and the July 26, 2012; August 9, 2012; August 23, 2012 and September 13, 2012 Regular Meetings
- IV. PROCLAMATIONS AND PRESENTATIONS**
- V. COMMENTS FROM THE PUBLIC**
- VI. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- VII. SECOND READINGS AND PUBLIC HEARINGS**
 - None.
- VIII. FIRST READINGS AND REGULAR AGENDA**
 - a. Award Annual Contract for NPDES Engineering Services for FY 2012/2013
 - b. Consider lien reduction from \$12,450 to \$1,200 as requested by Bernadine Jones of Prodigy Capital for property located at 1211 Haverhill Road.
 - c. Receive and file Ethics Training Compliance Review Memorandum
 - d. Review of proposed Haverhill Park improvement plan to address bicycle path and drainage issues
- IX. REPORTS**
 - Town Attorney
 - Mayor
 - Consultants
 - Assistant Town Administrator/Town Clerk
 - Committee/Delegate Report
 - Treasurer's Report (included in packet)
- X. UNFINISHED BUSINESS**
- XI. NEW BUSINESS**
- XII. 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
REGULAR TOWN COUNCIL
Town Hall Council Chambers
Thursday ~ September 27, 2012
IMMEDIATELY FOLLOWING CLOSE OF PUBLIC BUDGET HEARING)
OFFICIAL MINUTES**

Pursuant to the foregoing notice, a meeting of the Haverhill Town Council was held on Thursday, September 27, 2012 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay G. Foy, Mayor; James E. Woods, Vice Mayor; Jerry Beavers, 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 7:09 p.m.

APPROVAL OF AGENDA

There being no additions, deletions or substitutions, the agenda stood as presented.

APPROVAL OF THE CONSENT AGENDA

Approve Minutes of the August 7, 2012 and September 4, 2012 Workshop and the July 26, 2012; August 9, 2012; August 23, 2012 and September 13, 2012 Regular Meetings

A motion was made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed to approve the Consent Agenda as presented.

PRESENTATIONS

None.

COMMENTS FROM THE PUBLIC

None.

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE

It was reported that there had been three incidents of burglaries to vehicles; there had been a report of a domestic stabbing and several incidents of "smash and grabs" occurring at day care centers throughout Palm Beach County. The Officer explained that often purses and other personal items are left on the seat of vehicles when parents were bringing their children into the day care centers. Thieves wait until the person goes inside and they take the opportunity to break the window and steal the items. Council requested the newsletter be updated to reflect this matter and to put residents on notice to be aware.

SECOND READINGS AND PUBLIC HEARINGS

None.

FIRST READINGS AND REGULAR AGENDA

Award Annual Contract for NPDES Engineering Services for FY 2012/2013

Vice Mayor Foy recused himself from discussion regarding the Town's NPDES program as he sits on the Palm Beach County NPDES Steering Committee of which one of the

respondents's to the Town's RFQ also sits. Mayor Foy completed Form B8, Memorandum of Voting Conflict, and filed same with the Town Administrator.

The Town Administrator presented Staff's Report.

The Town Administrator explained that Karen Brandon of AECOM had been providing Engineering Services for the Town's NPDES program. Their renewal submitted for the 2012/2013 FY was in the amount of \$10,000. Even though that there were new reporting requirements, the Town Administrator questioned the significant increase and solicited proposals from two other firms.

The Town's 2012/2013 budget had included a line item of \$8,000.

AECOM then revised their proposal to a not to exceed amount of \$8,000. The Town received a proposal from Alan Gerwig and Associates in the amount of \$6,000 and a proposal from Matthews Engineering in the amount of \$24,838.

In light of the revised NPDES requirements, the positive relationship between the Town and AECOM and Ms. Brandon's knowledge of the Town's program, it was agreed that it would be in the best interest of the Town to award the annual contract for NPDES Engineering Services for FY 2012/2013 to AECOM in an amount not to exceed \$8,000. The Town Administrator would express the Town's concern to Ms. Brandon that the agreement was for a "not to exceed" amount and did not necessarily mean the cap had to be reached.

A motion was then made by Vice mayor Woods, seconded by Council Member Gordon and unanimously passed (4-0, with Mayor Foy having recused himself) to award the annual contract for NPDES Engineering Services for FY 2012/2013 to AECOM in an amount not to exceed \$8,000.

Consider lien reduction from \$12,450 to \$1,200 as requested by Bernadine Jones of Prodigy Capital for property located at 1211 Haverhill Road.

It was discovered that Bernadine Jones of Prodigy Capital was not the owner of record for property located at 1211 Haverhill Road. The property had been sold to S&U Property Investment LLC and Ms. Jones did not have authority to act on behalf of the property owner. No Council action was taken.

Review of proposed Haverhill Park improvement plan to address bicycle path and drainage issues

Mayor Foy reported that he, the Town Engineer, Public Services Director and the Town Administrator had met with representatives from Palm Beach County Parks and Recreation Department at the Haverhill Park to discuss the proposed improvements to the pathways and the drainage issues resulting from the recent Tropical Storm Isaac. Mayor Foy presented a map showing the construction of a swale along the eastern boundary of the park that would alleviate the standing water issue and would direct the drainage to the Belvedere Road outflow. They anticipated the construction to be completed within one year.

Representatives from the County would be attending the Council's October 2, 2012 meeting to discuss the proposal in details.

Receive and file Ethics Training Compliance Review Memorandum

A motion was made by Vice Mayor Woods, seconded by Council Member Beavers and unanimously passed (5-0) to receive and file the Compliance Review Memorandum granted to the Town after an audit from the Palm Beach County Ethics Commission.

REPORTS

Town Attorney

None.

Mayor

Mayor Foy reminded all that the holidays were approaching and traditionally the Town Council conducted one meeting per month during the months of November and December. **A motion was then made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to cancel the scheduled meetings in November and set one meeting for November 15, 2012 and to cancel the meeting of December 27, 2012 and to hold only the first meeting of the month on December 13, 2012.**

Consultants

None.

Town Administrator

None.

Committee/Delegate Report

Mayor Foy reported on a meeting of the NPDES Steering Committee.

Vice Mayor Woods reported that the Special Events Committee would be meeting on Thursday, October 4, 2012 to discuss the Halloween Event that would be held on Tuesday, October 30, 2012. Although it had been scheduled to take place the weekend after Halloween, Vice Mayor Woods thought there would be more participation if the event were held during the week, prior to Halloween.

Council Member Beavers reported on the Palm Beach County League of Cities meeting. Commissioner Burdick was supporting an Ordinance that would ban the sale of synthetic marijuana throughout the County; Lake Worth did not adopt a FY 2013 budget; the Read for the Record Event would take place on October 4, 2012; The Tri Cities Picnic was scheduled for December 7, 2012 and Gary Nikolits was the guest speaker at luncheon.

Mayor Foy reported that the Water Resources Task Force had met out in Pahokee with Mayor Sasser to check out the water levels in Lake Okeechobee that were skewed due to the record rainfall resulting from Tropical Storm Isaac.

Treasurer's Report

Included in packet.

UNFINISHED BUSINESS

Mayor Foy commented that on his early morning run he noticed the swale on Cyprus Lane was still draining and suggested that the Town embark on a swale maintenance program and identify those areas throughout the Town that have outfalls.

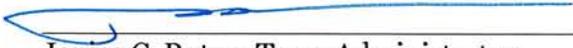
NEW BUSINESS

The Town Administrator reported that the Certificate of Occupancy had been issued for Amy's House on Ivory Lane and that permits had been applied for by DR Horton for 5 residential units at Sunset Isles.

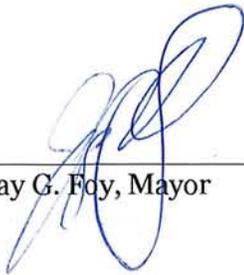
ADJOURNMENT

With no further business to come before the Town Council, the meeting adjourned at 7:30 p.m.

Approved: October 25, 2012



Janice C. Rutan, Town Administrator



Jay G. Foy, Mayor