

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 2013/2014
Thursday, September 26, 2013
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 2013/2014**
 - a. **RESOLUTION 2013-05: 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 2013/2014 FISCAL YEAR RESULTING IN A 0.87 PERCENT INCREASE OVER THE ROLLED BACK RATE OF 3.9654 MILLS.**
- VI. **ADOPT BUDGET FOR 2013/2014**
 - a. **RESOLUTION 2013-06: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, ADOPTING THE 2013/2014 BUDGET OF THE TOWN OF HAVERHILL**
- VII. **Comments from the Public**
- VIII. **Adjournment**

TOWN COUNCIL REGULAR MEETING
Town Hall Council Chambers
Thursday ~ September 26, 2013
Immediately following close of Public Budget Hearing
AGENDA

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF THE CONSENT AGENDA**
 - a. Approve Minutes of the September 3, 2013 Workshop and the September 12, 2013 Regular Meeting**
- 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 2013/2014**
- 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 COUNCIL REGULAR MEETING
Town Hall Council Chambers
Thursday ~ September 26, 2013
OFFICIAL MINUTES

Pursuant to the foregoing notice, a public hearing and regular meeting of the Town Council was scheduled for Thursday, September 26, 2013. Present at the outset of the meeting were Vice Mayor Woods, Council Member Beavers, Town Attorney Foster, Town Administrator Rutan and Director of Public Services Joseph Roche.

CALL TO ORDER

Vice Mayor Woods noted for the record that a quorum was not present. It was explained that Mayor Foy was out of Town; Council Member Gordon would be participating via telephone and Council Member Uptegraph was running late.

He explained that the regular meeting would precede the scheduled Public Budget Hearing that would be called to order once a quorum was present.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Vice Mayor Woods offered the invocation and led in the pledge of allegiance.

APPROVAL OF AGENDA

There were no known changes, deletions or substitutions to the agenda

Vice Mayor Woods introduced and welcomed the members of Boy Scout Troop 199 that were present at the meeting in their effort to obtain their communication badges.

COMMENTS FROM THE PUBLIC:

Neil Newstein, CEO of Jewish Residential and Family Services addressed the Town Council. They manage a residential home on Luwal Drive within the Town and were requesting Council consideration in amending the ordinance to allow for 8 residents in the home. He explained that often times a resident in their apartment program can no longer live on their own and they find it helpful to transition the person to a residential group home. Attorney Foster reminded Council that they had amended the ordinance once, allowing for 7 residents when there was not an onsite manager living at the facility. Further, he commended the Mr. Newstein for the wonderful facility they manage in the Town but added that the type 1 facility allows for no more than 6 residents (unless they meet the above criteria) but State law was specific as well. 8 or more residents becomes a type 3 facility and the code does not allow for that type facility in the single family residential district. He explained that if the Town Council were to consider the amendment, it would require a zoning text amendment. Attorney Foster added that he had spoken with the Town Administrator and the Town Planner regarding this request, an from a Staff's standpoint it would not be recommended. In response to Vice Mayor Woods, Mr. Newstein explained that the transition would be a long term temporary residency. It was agreed that representatives from the Jewish Community Services would attend the October 3rd workshop at which time there would be a quorum present to consider their issue. Mr. Newstein expressed his appreciation to the Town Council.

(COUNCIL MEMBER LAWRENCE GORDON ARRIVED).

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE:

Deputy Shannon Hood addressed the Town Council. He noted the crime stats for Haverhill were very low. The adjacent areas were experiencing a rash of car burglaries. PBSO was concerned that children from the neighborhoods were actually breaking into the vehicles. He suggested that the Town be vigilant in instructing residents to lock car doors and windows, etc. He strongly suggested that the Town report any suspicious activity. The crimes seem to be moving east of Jog and the Town should be aware.

Discussion followed concerning the homes at Sunset Isles not being properly locked up at night. There were a few occupied residences in the subdivision. But there had been a few crimes reported to materials being stolen from the houses under construction. He also reported that the residents from the Forest Glen neighborhood were cutting through the Briarwood subdivision to access their subdivision.

It was noted a quorum was now present, however, through Council consensus, it was agreed to continue with the regular agenda and once adjourned, convene the Public Hearing.

APPROVAL OF THE CONSENT AGENDA

Approve Minutes of the September 3, 2013 Workshop and the September 12, 2013 Regular Meeting

A motion was made by Council Member Gordon, seconded by Council Member Beavers and unanimously passed (3-0) to table approval of the minutes to the October 10, 2013 meeting.

PROCLAMATIONS AND PRESENTATIONS

None.

SECOND READINGS AND PUBLIC HEARINGS

None.

FIRST READINGS AND REGULAR AGENDA

Award Annual Contract for NPDES Engineering Services for FY 2013/2014

A motion was made by Council Member Beavers, seconded by Council Member Gordon and unanimously passed (3-0) to award the annual contract for NPDES Engineering Services to AECOM not to exceed \$8,000 time and materials.

REPORTS

Town Attorney

None.

Mayor

The Mayor had volunteered to serve as a judge at the annual Halloween event scheduled for October 25, 2013.

Consultants

None.

Town Administrator

The Town Administrator reported that the Mayor had attended the Mayor's Literacy luncheon where a discussion took place recommending that municipalities become involved with local schools to ensure that students were meeting grade level learning and

reading, etc. Mayor Foy had taken issue with the suggestion preferring that the municipalities remain out of educating the children and leave that to the school board. Council Member Beavers explained that he serves on the Palm Beach County League of Cities Education Committee. By general consensus, Council agreed with the Mayor that the Town should not be involved.

Town Administrator Rutan reported that she had confirmed with Richard Taylor of SBA that only the tower would be removed and the tower pad and generator pad would remain as well as the building. She had met with the contractor who would be removing the tower. The contractor suggested that the bolts to the tower remain as well. Mayor Foster commented that SBA would issue the Town a Bill of Sale for the building. The Town had no interest in maintaining the ball field lights. The Town would be sure that the bolts would be covered for safety reasons.

Attorney Foster also reported on the conversation with the telecommunications attorney who was emphatic that the Town keep the pads and building, etc. He would be working with SBA to obtain a Bill of Sale, etc.

SURPLUS PROPERTY:

The Town Administrator informed the Town Council that the Town had purchased a mower several years back that did not fit the Town needs. It had a total of 20 hours use and was in immaculate condition. She had contacted the auditors to determine if the Town could sell the property and learned that with a vote of the Council it could be sold.

A motion was then made by Council Member Gordon, seconded by Council Member Beavers and unanimously passed (3-0) to declare the mower surplus property and authorize the Town Administrator to advertise the equipment for sale.

Council Member Beavers suggested the Town look into listing the property on GovDeals. Com. Staff was reluctant to advertise on a website that would require the Town to deliver the equipment.

She reported to Council that the matter of funding the Office of Inspector General had been set for a calendar call for December.

Committee/Delegate Report

Vice Mayor Woods reported on a meeting of the Special Events Committee to prepare for the Halloween Event scheduled for October 25, 2013.

Council Member Beavers confirmed that Richard Ratcliff would be judging the Halloween Costume Contest.

(COUNCIL MEMBER UPTEGRAPH ARRIVED).

Council Member Beavers reported the following items had been discussed at the Palm Beach County League of Cities meeting held the previous day:

All Abroad Florida; the MPO's contribution of \$500,000 toward consulting fees; PBC Fire Rescue and League Committee being put together made up of representative of all municipalities; the Homeless Committee reported that the average age of the homeless in this country to be 9 years old. Council Member Beavers spoke with Rebecca Waldorf of the VI Senior Living facility. He had invited Ms. Waldorf to attend the next meeting of the League of Cities as she wanted to sponsor the District II and District III luncheon. A

brief discussion followed regarding the Read for the Record and Palm Beach County Literacy Coalition involvement in assigning readers to the Town's historical reading locations, located within or adjacent to the Town's boundaries. The Town Administrator took exception to their action and notified the Coalition of her concern. The matter had since been resolved.

Treasurer's Report

Included in packet.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT:

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

Approved: October 24, 2013_____

Janice C. Rutan, Town Administrator

Jay G. Foy, Mayor

**TOWN OF HAVERHILL
PUBLIC BUDGET HEARING
MILLAGE RATE/
BUDGET FOR FY 2013/2014
Thursday, September 26, 2013
OFFICIAL MINUTES**

Pursuant to the foregoing notice, a Public Hearing of the Haverhill Town Council was held on Thursday, September 26, 2013 at the Town Hall, 4585 Charlotte Street, Haverhill. Due to a lack of a quorum, the Public Hearing was postponed until after the regular meeting, when a quorum was present. Those present were Vice Mayor James E. Woods. Council Member Jerry Beavers, Council Member Lawrence Gordon and Council Member Mark Uptegraph. Town Attorney John Foster, Town Administrator Janice Rutan and Director of Public Services Joseph Roche were also present.

CALL TO ORDER

Vice Mayor Woods called the meeting to order at 7:46 p.m.

ROLL CALL

The Town Administrator recorded all members present with the exception of Mayor Foy.

APPROVAL OF AGENDA

There being no additions, substitutions or deletions, the Agenda was approved as presented

ADOPT MILLAGE RATE FOR 2013/2014

RESOLUTION 2013-05: 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 2013/2014 FISCAL YEAR RESULTING IN A 0.87 PERCENT INCREASE OVER THE ROLLED BACK RATE OF 3.9654 MILLS.

The title was read by Attorney Foster. Vice Mayor Woods opened up the public hearing. There being no public comment from the public or from Council, a **motion was then made by Council Member Beavers, seconded by Council Member Gordon and unanimously passed (4-0) to approve Resolution R2013-05.**

ADOPT BUDGET FOR 2013/2014

RESOLUTION 2013-06: A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, ADOPTING THE 2013/2014 BUDGET OF THE TOWN OF HAVERHILL

The title was read by Attorney Foster. He noted for the record the total amount of the 2013/2014 budget was 1,018,847 including the non ad valorem assessment. Vice Mayor Woods opened up the public hearing. There being no public comment from the public or from Council, a **motion was then made by Council Member Uptegraph, seconded by Council Member Gordon and unanimously passed (4-0) to approve Resolution R2013-06.**

Comments from the Public

None.

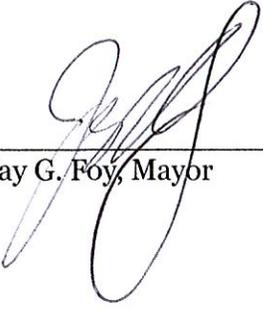
Adjournment

With no further business to come before the Town Council, the Public Budget Hearing was adjourned at 7:50 p.m.

Approved: October 24, 2013



Janice C. Rutan, Town Administrator



Jay G. Foy, Mayor