

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 OF HAVERHILL
Regular Town Council Meeting
Thursday, April 24, 2014
Town Hall – 4585 Charlotte Street
AGENDA

- I. CALL TO ORDER**
- II. INVOCATION AND PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. COMMENTS FROM THE PUBLIC**
- VI. APPROVAL OF AGENDA**
- VII. APPROVAL OF THE CONSENT AGENDA**
 - a. Approval of the minutes of the February 13, 2014 and March 27, 2014 Regular Meeting
- VIII. PRESENTATIONS AND PROCLAMATIONS**
- IX. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPARTMENT**
- X. SECOND READINGS AND PUBLIC HEARINGS**
- XI. FIRST READINGS AND REGULAR AGENDA**
 - a. Consider proposal from SWS (Southern Waste Systems) for the continuation of the contract for Solid Waste and Recycling Services between the Town of Haverhill and SWS.
 - b. Authorization to proceed with the Drainage Improvement Plan for Woodland Avenue by issuing an RFP for the project or piggyback on an existing contract between Palm Beach County and Wynn and Sons.
 - c. Act on letter of engagement from Grau and Associates to continue the agreement for auditing services for the fiscal years ending September 30, 2014, 2015 and 2016.
- XII. REPORTS**
 - Town Attorney
 - Mayor
 - Consultants
 - Administrator's Report
 - Committee/Delegate Report
 - Treasurer's Report (included in packet)
- XIII. UNFINISHED BUSINESS**
- XIV. NEW BUSINESS**
- XV. 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, CMC, 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 ~ April 24, 2014
OFFICIAL MINUTES

Pursuant to the foregoing notice, the regular meeting of the Haverhill Town Council was held on Thursday, April 24, 2014 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 Uptegraph, Council Member. Also present were Town Attorney John Foster, Town Administrator Janice Rutan and Director of Public Services Joseph Roche.

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 present.

COMMENTS FROM THE PUBLIC

None.

APPROVAL OF AGENDA

Mayor Foy requested approval of the minutes be pulled from the Consent Agenda and be placed on the May 8, 2014 agenda. **A motion was then made by Vice Mayor Woods, seconded by Councilman Gordon and unanimously passed (5-0) to approve the agenda as amended.**

APPROVAL OF THE CONSENT AGENDA

~~Approval of the minutes for the February 13, 2014 and March 27, 2014 Regular Town Council.~~

PROCLAMATIONS AND PRESENTATIONS

None.

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE

None.

SECOND READINGS AND PUBLIC HEARINGS

None.

FIRST READINGS AND REGULAR AGENDA

Consider proposal from SWS (Southern Waste Systems) for the continuation of the contract for Solid Waste and Recycling Services between the Town of Haverhill and SWS. The Town Administrator presented Staff's report. She reminded Council that on March 24, 2014, the Town Council voted to extend the deadline of March 31, 2014 to come to a mutual agreement as to the terms of the extension for 30 days (or to the regular meeting of April 24, 2014).

Southern Waste Systems had made the following proposal to the Town Council for its consideration:

Rate increase of \$5.32 per unit per month for all services to remain the same (unlimited bulk, twice weekly garbage, once weekly recyclables)

The Town Administrator explained the increase would result in a total of 18.80 per unit per month; \$225.60 per unit per year, exclusive of administrative fees)

Rate increase of \$3.32 per unit per month (limiting bulk to 6 cubic yards per weekly pick up; twice weekly garbage, once weekly recyclables)

The Town Administrator explained that the increase of \$3.32 per month would result in a total of \$16.80 per unit per month; \$201.60 per unit per year, exclusive of administrative fees).

Rate increase of \$2.00 per unit per month (unlimited bulk pick up every other week, twice weekly garbage, once weekly recyclables)

The Town Administrator explained the increase of \$2.00 per month would result in a total of \$15.48 per unit, per month for a total of \$185.76 per unit, per year, exclusive of administrative fees).

She explained that presently the town was paying \$13.48 per unit per month for a total of \$161.76 per unit per year and was assessing each unit \$171.00 to offset administrative costs estimated at 9.24 per year per property.

Mayor Foy expressed his preference to maintain unlimited bulk and vegetation. He would also prefer to extend the contract as preparing an RFP and going out to bid could be a painful process.

Tony Badala of Southern Waste Systems addressed the Town Council. He explained that SWS collects about 25% of the County's solid waste and recycling.

Mayor Foy continued saying that he would not be in favor of absorbing any cost for any increase through ad valorem. The entire cost, for services rendered, should be included in the non ad valorem assessment.

Director of Public Works, Joseph Roche expressed his concerns about how the Town would look should the bulk be limited to 6 cubic yards per pick up.

Mr. Badala once again addressed the Town Council. He explained that SWS had not been able to recoup its costs in Haverhill. The bulk pick up, which included vegetation, represented 33% of his expenses. There was a brief discussion and explanation regarding the waste to energy burn facility at the Solid Waste Authority.

Discussion ensued between Council Members and it was general consensus that the Town of Haverhill had an enormous amount of vegetation and it would be very difficult to measure 6 cubic yards per property.

Council Member Gordon negotiated with Mr. Badala, suggesting a \$5.00 per month per unit increase to keep the service the same. M., Badala accepted the offer.

A motion was then made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to extend the existing contract between the Town of Haverhill and Southern Waste Systems (SWS) for the ensuing two years (expiring September 30, 2016) at a rate increase of \$5.00 per unit, per month, with all terms and services of the original agreement to remain as is, specifically as to the pick up once weekly of unlimited bulk and vegetation.

This change, effective October 1, 2014, will result in SWS invoicing the Town of Haverhill a monthly fee of \$18.48 per unit.

Authorization to proceed with the Drainage Improvement Plan for Woodland Avenue by issuing an RFP for the project or piggyback on an existing contract between Palm Beach County and Wynn and Sons.

Town Engineer Jeff Renault presented Staff's Report. He had prepared an estimate of probable construction costs in the amount of \$79,955 with a contingency of \$7,995 for a total of \$87,950 for the Woodland Avenue Drainage Improvement Project. He explained that he estimated high and thought the actual proposal from the contractor would come in between \$70,000-\$75,000.

He detailed the scope of the project from Belvedere Road to where Woodland Avenue splits east to west. He added that the runoff would deposit to the west of Woodland Avenue in the dry retention area and that the project included reconstruction of driveways to edge of pavement.

Mayor Foy expressed his support of piggy backing on an already existing contract. Council Member Gordon concurred.

By general consensus of the Council, they authorized the Town Engineer to contact Wynn & Sons and request a proposal based on the existing contract Wynn and Sons has with Palm Beach County.

Act on letter of engagement from Grau and Associates to continue the agreement for auditing services for the fiscal years ending September 30, 2014, 2015 and 2016.

The Town Administrator offered Staff's report. She explained that in 2007, the Town entered into an Agreement with Grau and Associates to audit the Town's financial statements for the fiscal year ending September 30, 2006 and for each of the three subsequent fiscal years. At the close of the 2010 audit, Grau and Associates provided the Town with a letter of engagement to continue to audit the Town's financial statements for the fiscal years ended September 2011, 2012 and 2013 as follows:

The fee for services would not exceed \$20,550 for the fiscal year ending September 30, 2011, \$20,850 for the fiscal year ending 2012 and \$21,150 for the fiscal year ending \$21,150. An increase of \$300 per year annually.

Before the Town Council this evening is a letter of engagement to continue these services as follows:

The fee would not exceed \$21,300 for fiscal year 2014; \$21,500 for fiscal year 2015 and 21,700 for fiscal year 2016 or an increase of \$150. For the first year and an increase of \$200. Per year thereafter.

A motion was then made by Vice Mayor Woods, seconded by Council Member Beavers and unanimously passed (5-0) to authorize the Mayor to sign the letter of engagement with Grau and Associates for the audit of the Town's financial statements beginning with the fiscal year ending September 30, 2014 and for the two subsequent fiscal years.

REPORTS

Town Attorney

None.

Mayor

Mayor Foy disclosed that he had met with DR Horton to discuss his firm providing due diligence on a site that DR Horton was looking to purchase. If his proposal should be accepted, he would have to abstain from any discussion concerning the proposed Emerald Cove subdivision.

He reported on several Palm Beach County municipalities that would be audited as part of the NPDES program. Haverhill would not be audited this year.

Mayor Foy reported that FEMA would not be considering Haverhill's finished floor elevations (FFE's) for the FIRMs. FEMA would be using ground elevations. Mayor Foy argued that ground

elevations was what could be used for amendments to the map but not for the map modeling. He added that the County would be appealing the decision of FEMA and the Town could join in that appeal.

Consultants

None.

Administrator's Report

The Town Administrator reported that Devon Esplin had begun her employment with the Town as Administrative Assistant on April 17, 2014.

Committee/Delegate Report

Council Member Beavers reported on the Palm Beach County League of Cities Meeting that the Town of Haverhill had cosponsored with the City of Atlantis and SWS that was held on April 23, 2014.

- The budget was passed at the Board meeting and there would be a 2.5 % increase for municipal dues
- There would be a special meeting of the Board to consider the Solid Waste Authority's burn to waste facility
- Katie Till of the Florida League of Cities had spoken at the meeting giving an update on all legislation, including public records requests
- The annual gala would be held May 21, 2014 at the Kravis Center
- The elected official workshop was held immediately following the regular meeting; Todd Wodraska spoke on leadership; Dave Stewart and Sam Ferreri spoke on balancing elected and personal life; Palm Beach County Commissioner Steve Abrams spoke on Good Governance; Kathy Till of the League of Cities spoke on Advocacy (Council Member Beavers noted she over extended her allotted time,); Mike Bornstein, Manager from Lake Worth spoke on Manager/Commission form of government. Other speakers included Megan Rogers and Craig Agranoff.

Council Member Beavers posed the question asking that if the action Council took at its meeting was for the benefit of the residents, and they themselves as residents benefited from the vote, would a conflict of interest exist. A brief discussion followed.

Treasurer's Report

Included in packet.

UNFINISHED BUSINESS

On a lighter note, Director of Public Services, Joseph Roche presented Mayor Foy with a "bragging rights" vest representing the recent APWA golf tournament that he, the Mayor and Town Engineer Jeff Renault had participated in during which the Mayor's score beat Mr. Roche's. All present enjoyed the camaraderie and photo opportunity.

Mayor Foy commented that the APWA dinner following the tournament was well attended to by Council Members, spouses and staff.

NEW BUSINESS

Vice Mayor Woods reported that he had been obtaining proposals and quotes for work on his property. He shared that each of the contractors he spoke with commented that they found Haverhill to be one of the most accommodating municipalities in Palm Beach County to do business with and to pull a permit.

He took the opportunity to express his appreciation to staff for its leadership and its concern for the residents of the Town. He went on to say that he has always thought Haverhill was Palm Beach County's best kept secret but with the extra effort of staff he felt very fortunate to be a resident.

Town Engineer Renault echoed the Vice Mayor's sentiment.

Mayor Foy commented that it reinforces one's beliefs in local government.

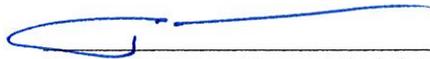
Council Member Beavers noted that he always believed that local government was the most important form of government.

The Town Administrator thanked Council for their comments.

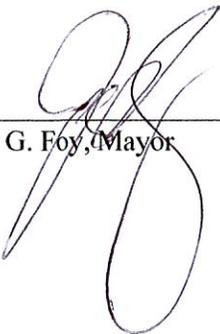
ADJOURNMENT

With no further business to come before the Town Council, the meeting adjourned at 8:10 p.m.

Approved: May 22, 2014



Janice C. Rutan, Town Administrator



Jay G. Foy, Mayor



SIGN IN SHEET

**TOWN OF HAVERHILL
REGULAR TOWN COUNCIL MEETING
APRIL 24, 2014**

Name	Address	Signature
Jeff Renault	Haverhill	