

Jay G. Foy, Mayor  
Lawrence Gordon, Vice Mayor  
Mark C. Uptegraph, Council Member  
Remar M. Harvin, Council Member  
Daniel H. Sohn, Council Member  
John Fenn Foster, Town Attorney  
Janice C. Rutan, Town Administrator



**BUDGET WORKSHOP FOR FY 2018/2019**

**6:30 p.m.**

**TOWN COUNCIL REGULAR MEETING**

**Town Hall Council Chambers**

**Thursday ~August 23, 2018**

**7:00 p.m.**

**AGENDA**

- I. CALL TO ORDER**
- II. INVOCATION AND PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. COMMENTS FROM THE PUBLIC**
- V. APPROVAL OF AGENDA**
- VI. APPROVAL OF THE CONSENT AGENDA**
  - a. Approval of the minutes of the July 26, 2018 Regular Meeting and the July 3, 2018 Workshop
- VII. PROCLAMATIONS AND PRESENTATION**
- VIII. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- IX. REGULAR AGENDA**
  - a. Approve Rescheduling Regular Meetings and Workshop for month of November; approve rescheduling meetings for December; approve holiday schedule for Thanksgiving, Christmas and New Year's.
  - b. Consider adopting a Proclamation declaring October 14 – 20 Mediation Week
- X. SECOND READINGS AND PUBLIC HEARINGS**
  - a. Application for Special Exception to allow for an accessory dwelling unit as filed by Rose Slaymaker, owner of the property located at 792 Palo Verde.
- XI. REPORTS**
  - Town Attorney
  - Mayor
  - Town Administrator
  - Committee/Delegate Report
  - Treasurer's Report (included in packet)
- XII. UNFINISHED BUSINESS**
- XIII. NEW BUSINESS**
- XIV. 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 ~August 23, 2018**

**7:00 p.m.**

### **OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held on Thursday, August 23, 2018 at the Town Hall, 4585 Charlotte Street, Haverhill, Florida. Those present were Jay G. Foy, Mayor; Lawrence Gordon, Vice Mayor; Mark C. Uptegraph; Council Member; Remar Harvin, Council Member and Daniel Sohn, Council Member. Also present were John Foster, Town Attorney and Janice C. Rutan, Town Administrator.

### **CALL TO ORDER**

Mayor Foy called the meeting to order at 7:05 p.m.

### **INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Foy offered the Invocation and led in the Pledge of Allegiance.

### **ROLL CALL**

The Town Administrator called the roll. All members were present.

### **COMMENTS FROM THE PUBLIC**

None.

### **APPROVAL OF AGENDA**

**A motion was made by Council member Harvin, seconded by Vice Mayor Gordon and unanimously passed (5-0) to approve the agenda as presented.**

### **APPROVAL OF THE CONSENT AGENDA**

**Approval of the minutes of the July 26, 2018 Regular Meeting and the July 3, 2018 Workshop**

**A motion was made by Council Member Harvin, seconded by Council Member Sohn and unanimously passed (5-0) to approve the Consent Agenda as presented.**

### **PROCLAMATIONS AND PRESENTATION**

See Agenda item IX. B.

### **COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**

Crime statistics for the previous two weeks were reported as follows;

- 3 domestic calls
- 5 false alarm calls
- 25 business checks
- 4 field interviews
- 1 vehicle burglary
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### **REGULAR AGENDA**

**Approve Rescheduling Regular Meetings and Workshop for month of November; approve rescheduling meetings for December; approve holiday schedule for Thanksgiving, Christmas and New Year's.**

The Town Administrator presented Staff's report.

She explained that the regular Council meetings for the month of November fall on Thursday, November 8, 2018 and Thursday, November 22, 2018 (Thanksgiving Day). The workshop falls on November 6, 2018 which happens to be Election Day. Traditionally, Council had cancelled both meetings and rescheduled a single meeting for the third Thursday of the month.

Regular Council meetings for the month of December fall on Thursday, December 13, 2018 and Thursday, December 27, 2018. Council traditionally has cancelled both meetings and rescheduled a single meeting for the month of December.

The Workshop for the month of January would fall on the 1<sup>st</sup> of January, New Year's Day.

It is staff's recommendation that the regular monthly meetings for the month of November be cancelled and be rescheduled to Thursday, November 15, 2018 at 7:00 p.m. and that the workshop be rescheduled to either Thursday, November 8 or Tuesday, November 13, 2018.

It is staff's recommendation that the regular monthly scheduled for December 13, 2018 remain scheduled and that the regular meeting for December 27, 2018 be cancelled.

It is also Staff's recommendation that the workshop for January be scheduled for Tuesday, January 8, 2019.

Staff was also requesting Council approval of the following Holiday schedule:

THANKSGIVING:

Wednesday, November 22, 2017, Town Hall to close at noon p.m. and remain closed  
Thursday, November 23, 2017 and Friday, November 24, 2017

CHRISTMAS:

Town Hall to be closed Monday December 24, 2018 and Tuesday, December 25, 2018

NEW YEARS:

Town Hall to be closed Monday, December 31, 2018 and Tuesday, January 1, 2018

Discussion followed and it was agreed to schedule the Mayor's luncheon for Tuesday, December 11, 2018.

**A motion was then made by Council Member Sohn, seconded by Council Member Uptegraph and unanimously passed (5-0) to approve Staff's recommendation and to cancel the regularly scheduled November meetings and reschedule to November 15, 2018 to cancel the December 27, 2018 meeting and have only one meeting in December to be held on December 13, 2018 and to reschedule the January workshop to January 8, 2018 and to approve the holiday closure schedule as presented by Staff.**

**Consider adopting a Proclamation declaring October 14 – 20 Mediation Week**

**A motion was made by Council Member Uptegraph, seconded by Vice Mayor Gordon and unanimously passed (5-0) to pass a Proclamation declaring October 14, 2018 through October 20, 2018 as MEDIATION WEEK.**

## **SECOND READINGS AND PUBLIC HEARINGS**

### **Application for Special Exception to allow for an accessory dwelling unit as filed by Rose Slaymaker, owner of the property located at 792 Palo Verde.**

Attorney Foster addressed the Town Council. He noted for the record that the applicants were not present. Given that the matter before the Town Council was that of a Quasi-Judicial Hearing, it was his recommendation that the Town Council take no action on the matter until the applicants were present and had an opportunity to approve or object on record Council action and any Conditions of Approval placed on said approval or denial.

**A motion was then made by Council Member Sohn, seconded by Council Member Uptegraph and unanimously passed to continue the matter to a later date affording the applicant the opportunity to appear in person before the Town Council or to provide the Town with authorization to allow someone to act on their behalf.**

A brief discussion ensued as to existing ADU's within the Town that may not have received the proper approvals.

**The motion was then voted and passed unanimously 5-0.**

## **REPORTS**

### **Town Attorney**

Attorney Foster reported on proposed Ordinances that would come before Council including one that would clarify the minimum dwelling unit size in the R-1 residential district.

Discussion followed as to how one could educate themselves on the background of the judges to be voted for at the August 28, 2018 Primary.

### **Mayor**

Mayor Foy reported that the September District II & III luncheon would be held at El Sabor and he thanked Council Member Harvin for his work in securing an alternative location for the monthly event.

### **Town Administrator**

The Town Administrator announced the Mayor's Literacy luncheon would be held September 6, 2018 at the Flagler Steakhouse. Vice Mayor Gordon and Council Member Uptegraph offered to attend the luncheon representing the Town. Council member Harvin would attend if needed.

The Town Administrator reported that County Commissioner Paulette Burdick contacted her earlier in the day inquiring as to whether the Town would be in favor of once weekly trash pick-up. The matter would be brought up at the next meeting of the Solid Waste Authority and soliciting input from the various municipalities.

Discussion ensued. **It was the general consensus of Council that they were NOT in favor of once weekly trash pick-up.**

### **Committee/Delegate Report**

Vice Mayor Gordon and Council Member Sohn reported on their attendance at the Annual Conference of the Florida League of Cities. They noted that the Palm Beach County delegation had one most spirited at the Conference. All agreed that the Town Council sets the tone for the municipality.

Vice Mayor Gordon next reported on the Palm Beach County League of Cities General Membership meeting held. He commented on the legal report of the league concerning an

employee who had sued his municipality because someone in the City had made disparaging remarks. There were presentations from Bill Johnson of the EOC.

**Treasurer's Report**

Not included in packet but available

**UNFINISHED BUSINESS**

None.


**NEW BUSINESS**

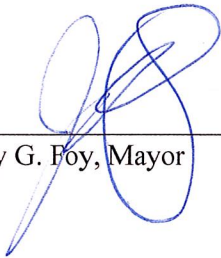
Council Member Sohn inquired as to whether the Council would be willing to recognize Town residents for their outstanding service. He used the example of a student that lives in Haverhill had received the highest FCAT score in the State, and local resident Davilyn Whims had received a lifetime achievement award for serving on the local Democratic Committee. Discussion followed and it was agreed that if anything the Council would solicit residents to inform the Council of recent accomplishments that could be placed in the next newsletter.

**ADJOURNMENT**

With no further business to come before the Town Council, the meeting adjourned at 8:35 p.m.

Approved: September 27, 2018

  
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Janice C. Rutan, Town Administrator

  
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Jay G. Foy, Mayor