

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



**TOWN COUNCIL REGULAR MEETING**  
**Town Hall Council Chambers**  
**Thursday ~ April 27, 2017**  
**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 April 13, 2017 regular meeting; the March 14, 2017 workshop minutes and the April 4, 2017 workshop minutes
- VII. PROCLAMATIONS AND PRESENTATION**
- VIII. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- IX. SECOND READINGS AND PUBLIC HEARINGS**
- X. REGULAR AGENDA AND FIRST READINGS**
  - a. Consider request for subdivision re: 5220 Club Road/Bethany Lane as filed for by Benito Chiara, property owner
  - b. Notification letter to the Department of Economic Opportunity re: Evaluation and Appraisal of the Town of Haverhill Comprehensive Plan
- 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 ~ April 27, 2017**  
**7:00 p.m.**  
**OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held on Thursday, April 27, 2017 at the Town Hall, 4585 Charlotte Street, Haverhill, Florida. Those present were Lawrence Gordon, Vice Mayor; Mark C. Uptegraph, Council Member; Jo H. Plyler, Council Member and Remar M. Harvin, Council Member. Also present were Lance Fuchs, Town Attorney and Janice C. Rutan, Town Administrator.

**CALL TO ORDER**

Vice Mayor Gordon called the meeting to order at 7:00 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Vice Mayor Gordon offered the Invocation and led in the Pledge of Allegiance.

**ROLL CALL**

The Town Administrator called the roll. All members were present with the exception of Mayor Foy. (Councilman Harvin arrived at 7:20 p.m.) .

**COMMENTS FROM THE PUBLIC**

Father Willie Davila from St. Christopher's Episcopal Church was present to address the Town Council. He introduced Attorney George Lewis and member John Evans to the Town Council. The reason for their visit was to receive an update on the Town's consideration of an ordinance that would regulate columbarium within the Town.

Attorney Fuchs responded that they had been looking into sample Ordinances from other municipalities and would most likely have a draft for consideration at the May 11, 2017 meeting. They would be in contact with Attorney Lewis for his input.

**APPROVAL OF AGENDA**

The Town Administrator requested the approval of the April 13, 2017 minutes be removed from the consent agenda. **A motion was made by Council Member Uptegraph, seconded by Council Member Harvin and unanimously passed (4-0) to approve the agenda as amended.**

**APPROVAL OF THE CONSENT AGENDA**

**Approval of the minutes of the ~~April 13, 2017 regular meeting~~; the March 14, 2017 workshop minutes and the April 4, 2017 workshop minutes**

**A motion was then made by Council Member Uptegraph, seconded by Council Member Plyler and unanimously passed (4-0) to approve the Consent Agenda as amended.**

**PROCLAMATIONS AND PRESENTATION**

None.

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

Not present.

## **SECOND READINGS AND PUBLIC HEARINGS**

None.

## **REGULAR AGENDA AND FIRST READINGS**

### **Consider request for subdivision re: 5220 Club Road/Bethany Lane as filed for by Benito Chiara, property owner**

Brian Chegus of I Plan and Design was present representing the applicant. He introduced Benito and Mario Chiara, applicants to the Town Council. The Chiara's had purchased the property a year ago. The lot was a flag shaped lot and if approved, the subdivision would create two lots with access to the second lot being off of Bethany Lane, a private road.

The Chiara's were willing to enter into a Declaration of Ingress/Egress and a Maintenance Agreement regarding the private road with the current owner of the road, Duane Murrell. In addition, the Chiara's would provide a 12-foot roadway reservation to expand the present road to its minimum required 32 foot profile.

The Town Administrator reported that Town Attorney Foster, Town Planner Josh Nichols, Town Engineer Todd McLeod and Town Surveyor Craig Wallace reviewed the proposal and commented accordingly. The applicants' responses to those comments have been received and are under review.

**Based on Staff's recommendation, a motion was made by Council Member Harvin, seconded by Council Member Plyler and unanimously passed (4-0) to approve the Chiara subdivision/Bethany Estates Plat for the property located at 5220 Club Road pending Staff's final review for compliance to all applicable codes, comments and conditions of approval.**

### **Notification letter to the Department of Economic Opportunity re: Evaluation and Appraisal of the Town of Haverhill Comprehensive Plan**

The Town Administrator offered Staff's report. She had received notification from the Department of Economic Opportunity that the Town had not yet submitted its Comprehensive Plan's Evaluation and Appraisal Notification letter. The Town Administrator presented the letter for Town Council consideration.

**A motion was then made by Council member Jo Plyler, seconded by Council Member Harvin and unanimously passed (4-0) to send the Comprehensive Plan's Evaluation and Appraisal Notification letter to the DEO informing them that the Town has determined that its plan must be amended to reflect changes in the state requirements since its last E.A.R. update in 2009.**

## **REPORTS**

### **Town Attorney**

None.

### **Mayor**

Vice Mayor Gordon reported on the Palm Beach County League of Cities meeting the Town had co-hosted in Atlantis the previous day. State Attorney Aronberg was the speaker and he gave a very informative presentation on their crackdown on sober homes in Palm Beach County. Discussion followed.

### **Town Administrator**

None.

**Committee/Delegate Report**

Council Member Harvin reported on the Elected Officials workshop that took place immediately following the Palm Beach County League of Cities meeting. He found the session to be informative with focus on social media, webinars and ethics training.

He also reported that at the meeting he had been formally appointed to serve on the CCAN (Citizens Advisory Committee on Airport Noise, to represent the Palm Beach County League of Cities.

**Treasurer's Report**

Included in packet.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**


The Town Administrator commented on the Annual picnic. There had been an estimated 167 people in attendance which was a much lower attendance than expected. She was asking for Council to consider the cost benefit of the Town's sponsorship of both the Annual Picnic and Halloween event.

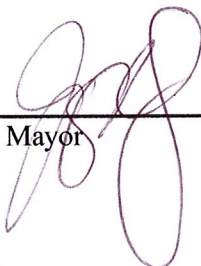
Council member Plyler agreed the matter warranted full discussion, but would prefer to have a full Council present for the discussions.

**ADJOURNMENT**

**With no further business to come before the Town Council, the meeting adjourned at 8:05 p.m.**

Approved: May 25, 2017

  
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Janice C. Rutan, Town Administrator

  
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Jay Foy, Mayor

