

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



TOWN OF HAVERHILL
Regular Town Council Meeting
Thursday, February 25, 2016
Town Hall – 4585 Charlotte Street
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 February 11, 2016 Regular Meeting**
- VII. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPT.**
- VIII. PRESENTATIONS AND PROCLAMATIONS**
 - a. Proclamation in memory of Council Member Jerry Beavers**
- IX. PUBLIC HEARINGS AND SECOND READINGS**
- X. FIRST READINGS AND REGULAR AGENDA**
 - a. Review and authorization for repairs to drainage improvement project for Pineway and Palmetto Drives as per piggyback with Wynn & Sons.**
 - b. Resolution 2016-01: A resolution of the Town of Haverhill to participate in the Palm Beach County 1 – Penny Sales tax initiative with Palm Beach County, Palm Beach County School District, Palm Beach County municipalities and the Cultural Council**
 - c. Approve infrastructure project list in coordination with the 1 penny sales tax initiative**
 - d. Update on records management program**
- XI. REPORTS**
 - Town Attorney**
 - Mayor**
 - Administrator's Report**
 - 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.

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TOWN OF HAVERHILL
Regular Town Council Meeting
Thursday, February 25, 2016
OFFICIAL MINUTES

Pursuant to the foregoing notice, a regular meeting of the Haverhill Town Council was held on Thursday, February 25, 2016 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay G. Foy, Mayor; Lawrence Gordon, Vice Mayor and Jo Plyler, Council Member Remar M. Harvin, Council Member and Mark Uptegraph, Council Member. Also present were Town Attorney John Foster, Town Administrator Janice C. 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. Mayor Foy then led the Pledge of Allegiance.

ROLL CALL

The Town Administrator recorded all members were present.

COMMENTS FROM THE PUBLIC

None.

APPROVAL OF AGENDA

Minutes for approval were not available. A motion was then made by Vice Mayor Gordon seconded by Council Member Harvin and unanimously passed (5-0) to approve the agenda as amended.

APPROVAL OF THE CONSENT AGENDA

~~Approval of the minutes February 11, 2016 Regular Meeting~~

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPT.

Deputy Sergeant J. Frye was present representing the Palm Beach Sheriff's Office. He reported on the statistics for the previous two week period. There had been a report of a suspicious person on Toronto Lane as well as at the 7-11 on Military and Belvedere. He again reported on the two residential burglaries from earlier in the month; 1048 Park Lane and at the new construction at Emerald Cove.

In response to an inquiry regarding panhandling, Deputy Frye explained that there was a 3 step process prior to arrest. First they receive a verbal warning, then a written warning and the third infraction results in the arrest.

He also noted the PBSO had a Homeless Intervention Unit to assist.

Council expressed appreciation to the PBSO for their continued support.

PRESENTATIONS AND PROCLAMATIONS

Proclamation in memory of Council Member Jerry Beavers

Peggy Lawrence Beavers was present to receive the Proclamation. Mayor Foy read the Proclamation into the record. Mrs. Beavers commented how Council Member Beavers enjoyed serving the Town of Haverhill and thanked the Council for the Proclamation.

PUBLIC HEARINGS AND SECOND READINGS

None.

FIRST READINGS AND REGULAR AGENDA

Review and authorization for repairs to drainage improvement project for Pineway and Palmetto Drives as per piggyback with Wynn & Sons.

Todd McLeod, McLeod & McCarthy, Town Engineer was present to provide Staff's report and recommendation.

A motion was made by Vice Mayor Gordon, seconded by Council Member Uptegraph and unanimously passed (5-0) to approve Staff's recommendation and award the contract for the Culvert Rehabilitation for Palmetto Road and Pineway Drive to Wynn & Sons, based on "piggyback" construction pricing using the unit prices for Wynn's Palm Beach County contract 2013051 in the amount of \$87,407.00.

Council Member Harvin inquired as to whether the sales tax increase, if approved by the voters, would have an impact on this project. Staff responded that funding for this project was included in the current year budget.

Resolution 2016-01: A resolution of the Town of Haverhill to participate in the Palm Beach County 1 – Penny Sales tax initiative with Palm Beach County, Palm Beach County School District, Palm Beach County municipalities and the Cultural Council

The title was read by Attorney Foster.

Mayor Foy stated for the record he was not in favor of the Cultural Council being included in the request for the 1 cent sales tax. Vice Mayor Gordon agreed adding that an additional sales tax would have an impact on the lower income persons of the County.

Although all agreed the Cultural Arts bring positive things to a community, it should not be part of a funding mechanism that was being introduced to pay for needed repairs and maintenance to the infrastructure of the County, School Board and Municipalities.

A very lengthy discussion followed among Council Members.

A motion was then made by Council Member Uptegraph to postpone action until the next meeting. The motion was seconded by Council Member Harvin.

Discussion revealed that there were still many unanswered questions as to the use of the funding by the different entities, the breakdown of the penny sales tax among the entities, who was going to administer and/or pay for the administration of the program as well as if all of the municipalities were on board.

Council Member Harvin withdrew his second to the motion so that Council Member Uptegraph could withdraw his motion to postpone.

By general consensus of the Council, except Vice Mayor Gordon, Council would postpone action until Staff brings the matter back for consideration once the Palm Beach County League of Cities takes action on the matter.

Approve infrastructure project list in coordination with the 1 penny sales tax initiative

Although Council postponed action on the Resolution supporting the sales tax initiative, it had no objection to the infrastructure project list submitted by the Town Administrator should the sales tax money become available.

Projects included the drainage repairs to Park and Cyprus Lanes; Club Road drainage and repaving Concord and Charlotte Streets.

A motion was made by Council Member Harvin and seconded by Council Member Plyler to approve the project list as submitted by the Town Administrator.

Vice Mayor Gordon noted that he had no issue with the project list, however, he was not in favor of the sales tax program.

The vote passed 4-1, with Vice Mayor Gordon voting against.

Update on records management program

The Town Administrator reported that she had hired a part time employee to coordinate the Town's electronic records management system. The employee would work approximately 6 hours per week.

She noted that the present employee handbook still contained the statement that the Town Council and Town Administrator were exempt from the provision of hiring relatives. All present remembered that the statement had been removed years ago and the inclusion of same must have been an oversight in editing.

The Town Administrator disclosed that the reason she was bringing it to the Council's attention was that the part time employee was the daughter of Council Member Plyler.

Noting for the record that Council Member did not participate in the discussion, it was the general consensus of Council to approve the housekeeping matter and remove the statement from the employee handbook.

REPORTS

Town Attorney

None.

Mayor

The Mayor reported on the Palm Beach County League of Cities meeting held the previous day co-hosted by the Town of Haverhill.

There would be an upcoming FEMA meeting to discuss the LIDAR proposal on April 5, 2016. It was agreed that the Mayor, Town Administrator, Town Engineer and Director of Public Services would meet to go over the proposal and what the Town's needs would be for the information to be gathered.

Mayor Foy also reported that the Palm Beach County League of Cities was looking for a representative to sit on the Citizens' Committee on Airport Noise and had looked to the Town to fill that seat. Council Member Beavers had held the seat and he was inquiring if anyone would be interested in the appointment and if so, to please express their intent to the League.

Administrator's Report

The Town Administrator reported on scheduling a meeting of the Town's Emergency management Committee to begin to prepare for the upcoming Hurricane Season. Council Member Beavers had served as the Council liaison to the Committee. Council member Plyler had expressed an interest in taking over that position.

The Town Administrator reported on her concern that the Governor would sign the pact with the Seminole Tribe to allow slot machines at the Palm Beach Kennel Club before the legislative session ends on March 11, 2016. She believed if passed, it would have an adverse effect on Haverhill and the traffic along Belvedere Road. She was watching the matter carefully and would report her finding to Council.

Committee/Delegate Report

There had been a Code and Ordinance Committee meeting held earlier in the month.

Treasurer's Report

Included in packet.

UNFINISHED BUSINESS

None.

NEW BUSINESS


Being the regular monthly workshop was four days away, and there were no items scheduled to be discussed, a motion was made by Council Member Plyler, seconded by Council Member Uptegraph and unanimously voted (5-0) to cancel the March 1, 2016 workshop.

ADJOURNMENT

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

Approved: March 10, 2016


Janice C. Rutan, Town Administrator


Jay Foy, Mayor