

TOWN COUNCIL REGULAR MEETING
Town Hall Council Chambers
Thursday ~ January 14, 2016
Official Minutes

Pursuant to the foregoing notice, a regular meeting of the Haverhill Town Council was held on Thursday, January 14, 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 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

Mayor Foy introduced Daniel Sohn to the Council. Mr. Sohn had just completed interviewing for the position of Administrative Assistant with he and the Town Administrator and decided to stay for the meeting.

APPROVAL OF AGENDA

The Town Administrator asked that the minutes of December 10, 2016 be removed from the agenda. **A motion was then made by Council Member Uptegraph, seconded by Vice Mayor Gordon and unanimously passed (4-0) to approve the agenda as amended.**

APPROVAL OF THE CONSENT AGENDA

~~Approval of the minutes of the December 10, 2015 Regular Meeting minutes.~~

COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPT.

Jessie Funk was present representing PBSO. He provided the crime statistics for the previous two week period.

Discussion followed regarding their Walmart and the possible use body cameras y PBSO.

Council once again expressed their appreciation to the PBSO.

PRESENTATIONS AND PROCLAMATIONS

None.

PUBLIC HEARINGS AND SECOND READINGS

None.

FIRST READINGS AND REGULAR AGENDA

Discuss appointment to fill the unexpired term of Seat 1

Remar Harvin, Club Road resident addressed the Town Council. He expressed his interest in being appointed to Council to fill the remaining term for Seat 1, expiring in March 2016. He gave a brief curriculum vitae on himself noting that he was a lifelong Florida resident, a resident of Palm Beach County since 1977 and a resident of Haverhill since 1999.

He had served over 30 years in local government, retiring from Palm Beach County in 2006.

Attorney Foster confirmed that The Town Council would need to appoint a member within 90 days of the vacancy for Seat 1. Council agreed the appointment should occur sooner than later.

Vice Mayor Gordon moved to appoint Remar Harvin to serve the remaining term of Seat 1 to be sworn in at the January 28, 2016 regular Town Council meeting. The motion was seconded by Council Member Plyler and unanimously passed 4-0.

Confirm and ratify change of hours at Town Hall to 7:30 a.m. – 4:00 p.m. effective February 1, 2016

Based on the recommendation of the Town Administrator, in an effort to maintain uniform hours between all departments, a motion was made by Council Member Plyler, seconded by Vice Mayor Gordon and unanimously passed (4-0) set the Town Hall hours to be 7:30 a.m. – 4:00 p.m. Monday through Friday, except holidays.

Confirm and ratify changes to personnel policy re: hours of operation; language compliance with Resolution 2015-08 and other administrative corrections

A motion was made by Council Member Uptegraph, seconded by Council Member Plyler and unanimously passed (4-0) to confirm and ratify the updates and changes to the personnel policy as they relate to equal opportunity employment, non-harassment policy, hours of operation, benefit coverage for employees over 40 hours and prohibiting smoking on Town property.

REPORTS

Town Attorney

Attorney Foster sought Council clarification of what was expected of his firm as it related to the easements and liability regarding the proposed drainage repairs on Pineway and Palmetto Drives.

It was explained that some of the drainage pipes that need to be replaced, repaired and/or relined are located on private property. The Town needs to determine if easements exist, if they would be required and if the Town were to abandon the pipes, would they be liable should there be problems in the future.

The Town Engineers are arranging for a survey to be completed to identify elevations.

The Attorney will look into the liability issues as the survey should determine easements.

Mayor

Mayor Foy inquired as to the status of the Town's NPDES annual report.

He had attended the District II and III luncheon.

Administrator's Report

The Town Administrator reported that the property owners at 1121 Trailaway had received approvals from the Department of Health for their septic and were in for permitting.

Discussion followed. Attorney Foster suggested staff confirm that the same plans were submitted to both the Department of Health and the Town. The Town Administrator assured him that Staff would be reviewing the plans in the morning to ensure compliance.

She reminded Council she would be preparing the RFP for Solid Waste Services. By Council consensus she was instructed to keep the same terms for twice weekly pick up.

The Town had received a heartfelt thank you note from Peggy Lawrence Beavers thanking all for their participation and assistance in planning and hosting the Celebration of Life held in December.

Committee/Delegate Report

Mayor Foy reported the following items had been discussed at the Palm Beach County League of Cities District II and II luncheon:

- Sober Homes
- Council Salaries
- Churches vs. Free Assembly in SFR zones
- Taxes vs. bond

Treasurer's Report

Included in packet.

UNFINISHED BUSINESS

The Annual Picnic was scheduled for April 2, 2016. Plans for a yard sale prior to that may not come to fruition.

The Town had a booth at the South Florida Fair in Building 1.

The Town Administrator reported Jehovah Witnesses had received their Certificate of Occupancy. Emerald Cove had only three more homes to C.O.

Council would have to reappoint for both Seats 1 and 2 in March of 2016.

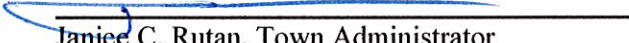
NEW BUSINESS

None.

ADJOURNMENT

With no further business to come before the Town Council, the meeting adjourned at 7:50 p.m.

Approve: January 28, 2016


Janice C. Rutan, Town Administrator


Jay G. Poy, Mayor