

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, June 11, 2015**  
**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 May 28, 2015 Regular Meeting and the June 2, 2015 workshop minutes.
- VII. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S DEPT.**
- VIII. PRESENTATIONS AND PROCLAMATIONS**
- IX. PUBLIC HEARINGS AND SECOND READINGS**

**ORDINANCE NO. 429: AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, CHANGING THE DATE OF THE MARCH 2016 GENERAL ELECTION TO COINCIDE WITH THE STATEWIDE PRESIDENTIAL PREFERENCE PRIMARY; PROVIDING FOR A QUALIFYING PERIOD; PROVIDING FOR THE COMMENCEMENT OF TERM OF OFFICE; DIRECTING THAT A COPY OF THIS ORDINANCE BE PROVIDED TO THE SUPERVISOR OF ELECTIONS; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**
- X. FIRST READINGS AND REGULAR AGENDA**
  - a. Consider request for variation to Section 58.331 Storage Sheds to allow for a 288 sf shed as requested by the property owner, Rafael Pachecho, 570 Tall Pines Road.
  - b. Consider offer of Metro PCS to accept tangible equipment (cabinet, pad, coaxial, etc.) after termination of lease.
  - c. Discuss consideration of implementing a Stormwater Utility Easement and budget direction and goals for 2015/2016 fiscal year
- 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.

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 OF HAVERHILL  
Regular Town Council Meeting  
Thursday, June 11, 2015  
Town Hall – 4585 Charlotte Street  
OFFICIAL MINUTES**

Pursuant to the foregoing notice, the regular meeting of the Haverhill Town Council was held on Thursday, June 11, 2015 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 C. Uptegraph, Council Member. Also present were Town Attorney John Foster, Director of Public Services Joseph Roche and Town Administrator, Janice C. Rutan.

**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**

There being no additions, deletions or substitutions, a motion was made by Vice Mayor Woods, seconded by Council Member Gordon and unanimously approved (5-0) to approve the agenda as presented.

**APPROVAL OF THE CONSENT AGENDA**

Approval of the minutes of the May 28, 2015 Regular Meeting and June 2, 2015 workshop minutes.

A motion was made by Vice Mayor Woods, seconded by Council Member Uptegraph, and unanimously passed (5-0) to approve the consent agenda as presented.

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

It was reported that there had been several traffic stops during the previous two week period, however, other than that, there had been nothing of significance reported.

**PRESENTATIONS AND PROCLAMATIONS**

None.

**PUBLIC HEARINGS AND SECOND READINGS**

None.

**PRESENTATIONS AND PROCLAMATIONS**

None.

**PUBLIC HEARINGS AND SECOND READINGS**

**ORDINANCE NO. 429: AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, CHANGING THE DATE OF THE MARCH 2016 GENERAL ELECTION TO COINCIDE WITH THE STATEWIDE PRESIDENTIAL PREFERENCE PRIMARY; PROVIDING FOR A QUALIFYING PERIOD; PROVIDING FOR THE COMMENCEMENT OF TERM OF OFFICE; DIRECTING THAT A COPY OF THIS ORDINANCE BE PROVIDED TO THE SUPERVISOR OF ELECTIONS; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

The title was read by Attorney Foster. The Town Administrator presented Staff's report. **There being no public comment, a motion was then made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to approve the adoption of Ordinance No. 429 on second reading.**

#### **FIRST READINGS AND REGULAR AGENDA**

**Consider request for variation to Section 58.331 Storage Sheds to allow for a 288 sf shed as requested by the property owner, Rafael Pachecho, 570 Tall Pines Road.**

The Town Administrator presented Staff's report. She explained there presently exists a smaller shed on the property that will be removed once its contents can be transferred into the larger shed. **Because no more than one shed per lot is permitted (per ordinance), a motion was then made by Council Member Gordon, seconded by Vice Mayor Woods and unanimously passed (5-0) to grant a variation to allow for a 288 sf shed to be placed in the rear yard at 570 Tall Pines Road provided the existing shed is removed prior to the new shed being installed.**

**Consider offer of Metro PCS to accept tangible equipment (cabinet, pad, coaxial, etc.) after termination of lease.**

The Town Administrator presented Staff's report. She had been notified by Metro PCS that they would be terminating their lease with the Town effective June 30, 2015. They were offering the Town the Metro PCS cabinet, coaxial wires and any other ground equipment presently on site. The Town Administrator had contacted representatives from Crowne Castle to determine if the equipment can be shared among carriers and was told most carriers provide their own equipment. Because an inventory of equipment was not available, and the Town could not access the compound to determine the type and condition of the equipment, it was the general consensus of Council to respectfully decline the offer.

**Discuss consideration of implementing a Stormwater Utility Easement and budget direction and goals for 2015/2016 fiscal year**

A discussion followed concerning the assessment of a stormwater utility. Council agreed funds needed to be set aside to repair and replace the failing infrastructure. Although the drainage improvement project for Park and Cyprus Lanes was a priority, Council needed to give thought to town wide issues.

Discussion then returned to the Park and Cyprus Lanes drainage project. Mayor Foy agreed that the proposal of the Town Engineer to have exfiltration with a bleeder may work, he would still like to explore underground storage options. He would like to see the project begin at Belvedere Road and continue south.

Discussion then turned to the 2015/2016 proposed budget. The Town Administrator agreed to prepare a budget with an increase in millage rate and provide Council with an estimate of the proposed increase per household. She added that the FY2014 audit would be forthcoming and that would provide her with an accurate reserve fund balance.

#### **Town Attorney**

None.

#### **Mayor**

Mayor Foy reported that he would be attending a technical FEMA/FIRM meeting with other municipalities to decide whether the municipalities would be creating their own flood maps as part of the appeal of the maps created by FEMA.

Director of Public Services Joseph Roche reported the NPDES audit held earlier in the day resulted in no findings against the Town.

Mayor Foy had attended the Palm Beach County League of Cities District II/III luncheon the previous day during which he had discussed stormwater utility assessments.

The proposed Palm Beach County ½ cent sales tax was also discussed.

**Administrator's Report**

None.

**Committee/Delegate Report**

Vice Mayor Woods reported on the upcoming Halloween Event and tentatively setting the date for Friday, October 30, 2015.

Council Member Beavers reported on the Palm Beach County League of Cities District II and II luncheon. There had been 27 people in attendance. Mayor Dave Stewart (Lantana) gave a presentation on the protocol for the American Flag for both Memorial Day and Flag Day.

Other topics discussed during the meeting included the following:

- Commissioner Shelly Vana was running for Palm Beach County Property Appraiser
- Greenacres was considering contracting with PBSO for police services as it is costing them approximately 13 million per year for their own department
- The PBC League was co-sponsoring a four hour ethics course on June 17, 2015

Council Member Beavers then commented that the Town should have been setting funds aside via an annual assessment similar to a condominium association for its infrastructure based on its expected use of life, and then placing those funds in a high interest bearing annuity account.

He had attended a meeting of the Concerned Citizens on Airport Noise during which the future expansion plans for the airport was discussed. He had also attended a meeting of the Palm Beach County League of Cities ITE committee during which there was a discussion on smart phones and graffiti protection.

**Treasurer's Report**

Included in packet.

**UNFINISHED BUSINESS**

In response to Council Member Beavers earlier comment, Vice Mayor Woods reminded all that the Council had been planning and that several years ago Mayor Foy had presented Council with a spreadsheet warning them of the amount of funds that would need to be set aside annually to replace the Town's infrastructure and at the time Council shied away from trying to assess the residents or raise the ad valorem to try to obtain the \$125,000 suggested annual set aside.


**NEW BUSINESS**

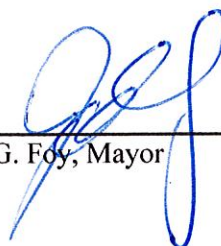
A brief discussion ensued concerning the house in the Briarwood subdivision that had recently gone into foreclosure.

**ADJOURNMENT**

**There being no further business to come before Council, the meeting adjourned at 8:10 p.m.**

Approved: June 25, 2015

  
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Janice C. Rutan, Town Administrator

  
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Jay G. Foy, Mayor