

Jay G. Foy, Mayor  
James 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 COUNCIL REGULAR MEETING**  
**Town Hall Council Chambers**  
**Thursday ~ August 22, 2013**  
**7:00 p.m.**

- I. **CALL TO ORDER**
- II. **INVOCATION AND PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **APPROVAL OF AGENDA**
- V. **APPROVAL OF THE CONSENT AGENDA**
  - a. **Approval of the minutes for the August 6, 2013 Workshop and August 8, 2013 Regular Meeting.**
- VI. **PROCLAMATIONS AND PRESENTATION**
- VII. **COMMENTS FROM THE PUBLIC**
- VIII. **COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- IX. **SECOND READINGS AND PUBLIC HEARINGS**
  - PUBLIC HEARING: RESOLUTION 2013-04**  
**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, LEVYING A NON-AD VALOREM SPECIAL ASSESSMENT FOR RESIDENTIAL PROPERTIES LYING WITHIN THE MUNICIPAL BOUNDARIES OF THE TOWN OF HAVERHILL AS MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO, TO FUND SOLID WASTE COLLECTION AND DISPOSAL AND RELATED CHARGES WITHIN THE TOWN, COLLECTING SUCH PURSUANT TO THE UNIFORM METHOD FOR THE LEVY, COLLECTION AND ENFORCEMENT OF NON-AD VALOREM ASSESSMENTS;; APPROVING, CONFIRMING, AND ADOPTING THE NON-AD VALOREM ASSESSMENT ROLL, INCORPORATED HEREIN AS EXHIBIT "B"; PROVIDING THAT SUCH ASSESSMENTS SHALL CONSTITUTE LEGAL, VALID, AND BINDING FIRST LIENS UPON PROPERTY AGAINST WHICH ASSESSMENTS ARE MADE UNTIL PAID; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**
- X. **FIRST READINGS AND REGULAR AGENDA**
  - a. **Consider recommendation of Town Administrator to enter into an Interlocal Grant Agreement with Palm Beach County for funding of the Palm Beach County office of the Inspector General.**
  - b. **Discuss SBA Tower decommissioning**
  - c. **Review of Proposed Budget; discussion of Capital Improvement Projects; discussion of funding alternatives**
- 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 22, 2013**  
**OFFICIAL MINUTES**

Pursuant to the foregoing notice, the regular meeting of the Haverhill Town Council was held on Thursday, August 22, 2013 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 Lance Fuchs, Town Administrator Rutan and Director of Public Services 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 and led the Pledge of Allegiance.

**ROLL CALL**

The Town Administrator recorded all members present.

**APPROVAL OF AGENDA**

With no additions, deletions or substitutions, the agenda stood as presented.

**APPROVAL OF THE CONSENT AGENDA**

**Approval of the minutes for the August 6, 2013 Workshop and August 8, 2013 regular meeting**

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

**PROCLAMATIONS AND PRESENTATION**

None.

**COMMENTS FROM THE PUBLIC**

None.

**SECOND READINGS AND PUBLIC HEARINGS**

**PUBLIC HEARING: RESOLUTION 2013-04**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, LEVYING A NON-AD VALOREM SPECIAL ASSESSMENT FOR RESIDENTIAL PROPERTIES LYING WITHIN THE MUNICIPAL BOUNDARIES OF THE TOWN OF HAVERHILL AS MORE PARTICULARLY DESCRIBED IN EXHIBIT "A" ATTACHED HERETO, TO FUND SOLID WASTE COLLECTION AND DISPOSAL AND RELATED CHARGES WITHIN THE TOWN, COLLECTING SUCH PURSUANT TO THE UNIFORM METHOD FOR THE LEVY, COLLECTION AND ENFORCEMENT OF NON-AD VALOREM ASSESSMENTS,; APPROVING, CONFIRMING, AND ADOPTING THE NON-AD VALOREM ASSESSMENT ROLL, INCORPORATED HEREIN AS EXHIBIT "B"; PROVIDING THAT SUCH ASSESSMENTS SHALL CONSTITUTE LEGAL, VALID, AND BINDING FIRST LIENS UPON PROPERTY AGAINST WHICH ASSESSMENTS ARE MADE UNTIL PAID; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

The title was read by Attorney Fuchs.

Mayor Foy opened the floor for public comment.

**There being no public comment, a motion was made by Vice Mayor Woods, seconded by Council Member Uptegraph and unanimously passed (5-0) to approve Resolution 2013-04 as presented.**

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

**Consider recommendation of Town Administrator to enter into an Interlocal Grant Agreement with Palm Beach County for funding of the Palm Beach County office of the Inspector General.**

The Town Administrator offered Staff's report. She explained that the County was not invoicing municipalities for their share of funding the OIG, and the County Clerk, Sharon Bock, was not distributing payments received by the municipalities until the lawsuit challenging the constitutionality of the funding mechanism was determined.

The County had suggested the municipalities not involved in the lawsuit enter into an Interlocal Agreement that would grant their share of the funding to the Office of Inspector General.

Discussion followed. It was determined that if the Town were to send the funding directly to the OIG through the Interlocal Agreement, the money would not be refunded to the Town if the funding mechanism was deemed unconstitutional. Council agreed they did not want to grant the money to the OIG.

**A motion was then made by Council Member Gordon, seconded by Vice Mayor Woods and unanimously passed (5-0) to pay directly to Sharon Bock, Palm Beach County Clerk \$1,548.00 for the 3 quarterly payments of \$397.00 remaining due for FY 2012 and to pay \$1,480.00 for FY 2013.**

#### **PALM BEACH COUNTY SHERIFFS DEPARTMENT**

There were no serious crimes to report for the previous two week period. There were several routine checks to businesses and residences. Efforts were being made to slow traffic on Belvedere Road.

#### **Discuss SBA Tower decommissioning**

Formal notification to remove the Tower had still not been received by the Town so no Council action was necessary.

#### **Review of Proposed Budget; discussion of Capital Improvement Projects; discussion of funding alternatives**

The Town Administrator reported that she had contacted three financial institutions in an effort to secure funding for the Cyprus Lane/Park Lane Road and Drainage project. Only two were able to provide funding for the Town and she had prepared Staff's report based on their proposals. The Town Administrator was looking for direction for budgetary reasons, reminding the Town Council that the first of two Public Hearings for the 2013/2014 FY would be held September 8, 2013.

Discussion followed. Council agreed that completing the project in one phase would most probably be less expensive than phasing the improvements. It was noted that there were no final design plans and that there still needed to be surveys completed.

Council expressed concern about borrowing money. They also expressed concern about drawing down reserves in the event of an emergency.

Joseph Roche, Director of Public Services, reported that the improvements made to Park Lane during the first phase have resulted in less water being retained in the ditches, but added the Town still needed to bring the entire project up to minimum standards, including the width of the road.

It was agreed to invite the Town Engineer to the October workshop to discuss phasing the Cyprus and Park Lane project; to provide estimated costs to complete the improvements of the Briarwood subdivision and potential cost of the first phase to determine if Council can proceed without borrowing.

## **REPORTS**

### **Town Attorney**

None.

### **Mayor**

Mayor Foy reported on the September 18, 2013 Mayor's Literacy Luncheon that he would be attending. Council Member Beavers and Council Member Uptegraph would be joining him.

He gave a brief update on the status of the FEMA FIRM program. He would be writing a letter to FEMA on behalf of the Town that would be presented to Council for approval at their next meeting.

He briefly discussed the Palm Beach County League of Cities District II and III luncheon meeting and the report that Dan Clarke of Lake Clarke Shores had given on the toxic algae bloom.

### **Town Administrator**

The Town Administrator reported she would be attending a retreat with the Palm Beach County Manager's Association the following day and planned to bring up the matter of the other municipalities participation in IPARC and the Issues Forum.

She also announced for the record that September was National Sickle Cell Awareness Month,

### **Committee/Delegate Report**

Vice Mayor Woods reported that the Special Event Committee would be meeting again on September 12, 2013 to continue to plan for the October 25, 2013 Halloween event.

Mayor Foy reported on the meeting of the Code and Ordinance Committee held on August 12, 2013.

Council Member Beavers reported on his attendance at the Florida League of Cities Conference held in Orlando August 15 – 17, 2013. Governor Rick Scott was a key note speaker at the event as was Senator Bob Graham.

He gave a brief report on the sessions he attended including a session on Council/Manager Relationships and performance evaluations. A brief discussion followed.

### **Treasurer's Report**

Included in packet.

## **UNFINISHED BUSINESS**

Council Member Gordon inquired as to the "For Sale" sign that had appeared on a property in Briarwood. Director of Public Services Roche agreed to look into it.

The construction in the Haverhill Park was ongoing and they were installing the water main down Belvedere Road to its intersection with Jog Road.

It was announced that the Town was still waiting to hear back from American Traffic Solutions in response to issues the Town raised concerning the red light camera program.

**NEW BUSINESS**

None.

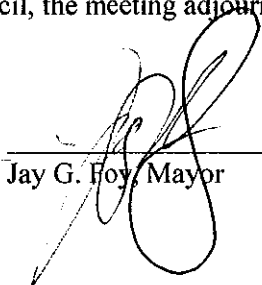
**ADJOURNMENT**

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

Approved: September 18, 2013

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Janice C. Ratan, Town Administrator



Jay G. Foy, Mayor