

Jay G. Foy, Mayor  
Lawrence Gordon, Vice Mayor  
Mark C. Uptegraph, Council Member  
Dennis Withington, Council Member  
Ray Caranci, Council Member  
John Fenn Foster, Town Attorney  
Janice C. Rutan, Town Administrator



**Town Council  
Workshop  
Town Hall Council Chambers  
4585 Charlotte Street  
Haverhill  
Tuesday, October 6, 2020  
**NOON****

**AGENDA**

- I. Call to Order**
- II. Presentations/Proclamations**
  - a. Power Point Presentation by Gary Sypek and Laura Beebe re: Palm Beach International Airport Development Plans**
  - b. Introduction of Tracey Adams, Chief, Palm Beach County Fire Rescue**
  - c. Lieutenant Terrence Carn presentation of Crime Stats**
- III. New Business**
  - a. Read for the Record participants and procedures**
- V. Old Business**
- VI. Council, Attorney and Staff Reports**
- VII. 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

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## **TOWN COUNCIL WORKSHOP**

**October 6, 2020**

**IN ACCORDANCE WITH STATE OF FLORIDA, OFFICE OF THE GOVERNOR EXECUTIVE ORDER NUMBER 20-69 (Emergency Management – COVID- 19 – Local Government Public Meetings), the Emergency Declaration issued by the Town, and FS 286.0114, and other applicable federal, state, county and Town declarations, orders, rules and regulations, the Town Hall meeting shall be modified with respect to public access and public comment. Public comment will be received via e-mail ([jrutan@townofhaverhill-fl.gov](mailto:jrutan@townofhaverhill-fl.gov)) up until 10:00 a.m. on October 6, 2020. Any public comments received via e-mail, will be made part of the record of the meeting. If you prefer to appear in person to address the Town Council, access to the Town Hall by the public will be limited to allow for Social Distancing of persons in the Council Chambers including Town Council, Staff and PBSO; provided, however, that those persons exhibiting signs of illness, such as coughing or sneezing will not be permitted in the Town Hall. Each person will be granted 5 minutes to speak either on an agenda item or under Public Comment. If you wish to speak on a specific agenda item, please tell the Administrator prior to your entrance into the Town Hall so she can schedule speakers accordingly. All persons will be required to bring their own mask and wear it when entering Council Chambers to address the Town Council. Those persons gathering outside the Town Hall shall maintain a separation of at least six feet from one another, and it is recommended that masks be worn as well. If you wish to listen to the Town Council Meeting via teleconferencing, dial 1-877-953-1152 and enter participant code 7404157#. Those individuals gathering outside of the Town Hall will need to dial-in to the number above as there will be no speaker outside to broadcast the meeting. Once the workshop begins, all participants will be muted, however, after Council discusses a specific workshop item, the call will be unmuted to allow for questions. Please be courteous of the other participants, speak in turns and do not talk over another speaker. Thank you for your patience and understanding during these uncertain times.**

**TOWN OF HAVERHILL  
Town Council Workshop  
October 6, 2020  
Town Hall – 4585 Charlotte Street**

**OFFICIAL MINUTES**

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, October 6, 2020 at Town Hall, 4585 Charlotte Street, Haverhill. Those present were Mayor Jay Foy; Vice Mayor Lawrence Gordon; Council Member Mark Uptegraph; Council Member Dennis Withington; Council Member Ray Caranci; Town Attorney Lance Fuchs and Dominic DeCesare with Foster and Fuchs, Town Planner Josh Nichols; Town Administrator Janice Rutan; Deputy Town Clerk Jean Wible and Code Inspector Devon Kirms.

Also joining today's workshop were Lt. Terrance Carn and Deputy Sheriff Kayla Schnell, Crime Prevention Liaison of District 1 and both with the Palm Beach County Sheriff's Office, Gary M. Sypek with PBIA Development and Tracey Adams, District Chief with PBC Fire Rescue

**I. CALL TO ORDER**

Mayor Foy called the workshop to order at 12:10 p.m. and reminded all attendees this is only a workshop and no voting could take place.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Mayor Foy offered the invocation and led the Pledge of Allegiance.

Introduction of all attendees.

**II. PRESENTATIONS / PROCLAMATIONS**

- a. **Power Point presentation by Gary Sypek re: Palm Beach International Airport Development Plans:** Mr. Sypek stated Palm Beach International Airport's plans looked a lot better 8 months ago. He reported the numbers were great in the past year, with the twelve (12) months ending in February 2020. He reported PBIA was approaching 7 million passengers which was the highest passenger count ever. He stated the airport is slowly recovering from the pandemic however, each and every day is a little different. Mr. Sypek presented slides of the approved master plans in 2018 and prior to the pandemic. He reported the county currently owned and operated four (4) airports. Which were

Palm Beach International, and three (3) general aviation airports located in the North County, Pahokee, and Lantana. He explained that everything they do, was run by the Board of County Commissioners. All funding for construction and capital improvements was funded through federal and state grants. The passenger facility charge program of \$4.50 you would find on an airline ticket was monies that comes back to the airport as payment from the airlines to help fund some of the improvements. He reported they have plans to try to increase the number of international gates. Gate B2 is currently the only international gate at PBI. They were looking to add gates B1 and B4 to increase the passenger capacity for international traffic. A concourse expansion and concession enhancements were also currently in the works. He reported they have been pulling monies from reserve accounts and stated PBI was in great financial position before the pandemic happened but will not be able to run for long without funding and the passengers. He stated without the passengers coming, they simply have no revenue. A lengthy presentation ensued.

Town Administrator Rutan asked if there had been a lot of layoffs. Mr. Sypek responded no. He explained that in taking the CARES ACT Funds, one of the stipulations was, the airport would have to maintain 90% of their workforce up until December 31, 2020. He reported that Laura Beebe, the PBI Director is very set on keeping staff intact.

Town Administrator Rutan asked if the new industrial park was mostly rented, 50% rented or not even ready to rent out. Mr. Sypek stated that he believed they had a prospective tenant, but that information had not been shared with his department. He could get more information for T/A Rutan if she would like. T/A Rutan asked if the access was off Military and Haverhill Road and Wallis Road. Mr. Sypek replied, the majority of the access is off Wallis Road. They are upgrading Wallis Road and making some drainage improvements to support those developments. He stated they will be bringing it up to county standards. Discussion ensued.

Council Member Ray Caranci asked if there one just one developer that the area was leased to. Mr. Sypek replied, the northern half of Wallis Road is Airport Logistics Park, and the southern portion is PBI Post Development and West Rack Development. Discussion ensued.

Council Member Dennis Withington asked how much of the area on the north side of Belvedere Road, were there plans for. Mr. Sypek responded right now we have none of it leased out. He stated that right now they have it shown as airport or airline support. He continued there were about ten (10) acres of the frontage on Belvedere Road that may go out for an RFP in the near future but, they are reserving the back half for airport support and may even put their maintenance department there. Discussion ensued.



Town Administrator Rutan stated that many years ago, Rooney’s wanted to totally expand where the kennel club was and create possibly an overpass. She asked if that was something still being considered. Mr. Sypek responded no, that was something that had not been discussed in many years. Discussion ensued.

Town Administrator Rutan asked if the shopping center (where the Dunkin Donuts currently was), was still in litigation. Mr. Sypek stated no it is not. Discussion ensued.

Vice Mayor Gordon stated that since the properties lined up so well with the Town of Haverhill, what would the possibility be of the Town being able to annex all of it in and receive the tax benefits that go along with it. Mr. Sypek replied that he believed the Director, Laura Beebe would not be in favor as it gave the airport revenue which supports the actual maintenance of the airport itself and they were self-sufficient. Mr. Sypek stated he would bring that back to Director Beebe for her thoughts and get back with the Town. Discussion ensued.

**b. Presentation by Tracey Adams, District Chief with Palm Beach County Fire Rescue:** Chief Adams spoke about her background. She had 22 years on the job. She had been District Chief for three (3) years. She was an alumna of University of Florida. She was now designated as this area’s District Chief. She stated that she could be reached anytime for any issues. Discussion ensued.

District Chief Adams reported that in September 2020, the Town had a total of 13 calls which consisted of ten (10) medical calls, two (2) vehicle accidents and one (1) fire alarm. Discussion ensued.

**Lieutenant Terrance Carn with the Palm Beach County Sheriff’s Office presented crime stats:** He is the District Lieutenant for District 1. Lt. Carn presented a comparison of crime stats between March – October 2019 and March – October 2020. He brought with him today Crime Prevention Officer Kayla Schnell. Discussion ensued.

Town of Haverhill

	3/1/2019 - 10/02/2019	3/1/2020-10/02/2020	Difference	% Change
Homicide	0	0	N/C	None
Robbery	0	1	1	Increase
Sexual Assault	1	0	-1	-100%
Shooting	0	0	N/C	None
Stabbing	0	0	N/C	None
Business Burglary	0	2	2	Increase
Residential Burglary	2	4	2	100%
Vehicle Burglary	20	7	-13	-65%
Larcey	9	6	-3	-33%
Stolen Vehicle	1	4	3	300%
Vandalism	0	2	2	Increase

Mayor Foy asked if it was true that gun sales were up in this country. Lt. Carn reported yes gun sales were up as well as nationally. Deputy Schnell stated that typically when there is an election, you will find gun sales go up and also with the pandemic contributing to it as well.

Deputy Schnell asked Town Council if they would like her to start attending the Town Council meetings again on Thursday evenings. Mayor Foy replied yes if her schedule would allow for it.

Mayor Foy thanked them both for their service.

### **III. NEW BUSINESS**

- a. **Read for the Record participants and procedures, October 29, 2020:** Town Administrator Rutan requested direction from Town Council regarding the program this year because of the pandemic. She reported that her last correspondence with the Literacy Coalition, they were asking to use the zoom (video conference) program. She asked Town Council if they were interested in still participating or would they prefer to pass on it this year. Mayor Foy stated he was not interested in the zoom program as an alternative because he enjoyed being in the classroom with the children. Mayor Foy asked if there were any Council members interested in the zoom program. Council Member Uptegraph stated he was not interested in the zoom program. Vice Mayor Gordon stated he would participate however, as Mayor Foy had stated, it is not the same as being in the classroom with the kids. Mayor Foy asked T/A Rutan if she was interested in participating this year. T/A Rutan stated show would not mind. Mayor Foy stated he would like to see the Town participate next year. Discussion ensued.
- b. **National League of Cities:** Town Administrator Rutan reported the annual membership dues were now due and asked Town Council if they wanted to pursue renewing this year. Discussion ensued.

### **IV. OLD BUSINESS:**

Town Administrator reminded Town Council about the upcoming Code & Ordinance meeting on October 15, 2020.

Council Member Caranci reported he had been talking with residents about the ballfield and the Town's dilemma on what to do with it. He had one resident that was interested in renting out the pavilion for birthday parties, etc. Council Member Caranci stated he also had spoken with T/A Rutan who reported we have no procedure at this time to rent out the pavilion as it was Town Council's decision not to rent it out. Mayor Foy stated as he recalled, it was a liability issue for the Town. Council Member Caranci stated another resident suggested a community garden. Discussion ensued.

Mayor Foy asked T/A Rutan if any issues allocating the monies for the Briarwood pipe fix, was everything good. T/A Rutan reported it went well.

Town Administrator Rutan reported that she had not heard back from the wall grant she submitted. She was hoping to have been able to report on it today but hoping no news is good news. Discussion ensued.

**V. COUNCIL, ATTORNEY AND STAFF REPORTS:**


**VI. ADJOURNMENT**

There being no further business to be discussed, the workshop ended at 12:57 p.m.

Approved: October 22, 2020



Jean Wible, Deputy Town Clerk

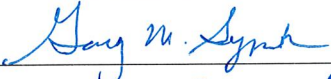


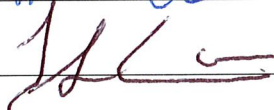


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Jay G. Foy, Mayor

**SIGN IN SHEET**

**TOWN OF HAVERHILL  
TOWN COUNCIL WORKSHOP  
Tuesday, October 6, 2020  
Noon**

Name	E- Mail Address	Signature
Gary M. Syppek	gsyppek@pbic.org	
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Lawrence Gordon		
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Dominic De Cesare		
Janice Rutan		
Sean Wible		
Devon Kirms		
Josh Nichols		