

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



**TOWN OF HAVERHILL  
TOWN COUNCIL REGULAR MEETING  
Thursday, October 8, 2020  
7:00 p.m.  
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 August 27, 2020 Workshop**
- VII. PROCLAMATIONS AND PRESENTATION**
  - a. Proclaiming October 11-17, 2020 Mediation Week**
- VIII. COMMENTS FROM THE PALM BEACH COUNTY SHERIFF'S OFFICE**
- VI. REGULAR AGENDA AND FIRST READINGS**
  - a. Cancel November 26, 2020 Regular Council meeting (November 12, 2020 meeting as scheduled); cancel December 24, 2020 Regular Council meeting (December 12, 2020 meeting as scheduled)**
  - b.**
- VII. SECOND READINGS AND PUBLIC HEARINGS**
- 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

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## **TOWN COUNCIL MEETING**

**October 8, 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 noon on October 8, 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 no more than 10 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 meeting 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 REGULAR MEETING  
Thursday, October 8, 2020  
7:00 p.m.  
OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held at the Town Hall, 4585 Charlotte Street on Thursday, October 8, 2020. Those present were Jay Foy, Mayor; Lawrence Gordon, Vice Mayor; Mark C. Uptegraph, Council Member; Dennis Withington, Council Member and Ray Caranci, Council Member. Also present were John Fenn Foster, Town Attorney; and Janice C. Rutan, Town Administrator.

The meeting was also being held via teleconference for persons wanting to participate.

**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**

All Town Council members were in attendance.

**COMMENTS FROM THE PUBLIC**

Maxwell Christianson, a member of the Alternative Dispute Resolution Committee with the Palm Beach County Bar Association addressed the Town Council. He expressed his appreciation to the Town Council for sponsoring and issuing the proclamation declaring October 11 – 17, 2020 Mediation Week in in the Town of Haverhill. He acknowledged Vice Mayor Gordon's efforts and involvement with mediation to settle legal disputes and the promotion of the Proclamation.

He highlighted the advantages of Alternative Dispute Resolutions citing that it was less costly, could resolve issues in ways that would make more sense than a judge or jury would be able to award.

**APPROVAL OF AGENDA**

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

**APPROVAL OF THE CONSENT AGENDA**

**Approval of the minutes of the August 27, 2020 Workshop**

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

**PROCLAMATIONS AND PRESENTATION**

**Proclaiming October 11-17, 2020 Mediation Week**

The Town Council expressed their appreciation to Max Christianson for attending the meeting. **A motion was then made by Council Member Caranci, seconded by Council Member Withington, and unanimously passed (5-0) to Proclaim October 11-17, 2020 Mediation Week.**

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

Not present.

## **REGULAR AGENDA AND FIRST READINGS**

**Cancel November 26, 2020 Regular Council meeting (November 12, 2020 meeting as scheduled); cancel December 24, 2020 Regular Council meeting (December 12, 2020 meeting as scheduled)**

The Town Administrator presented Staff's report. **After a brief discussion, it was agreed and a motion was made by Council Member Withington, seconded by Vice Mayor Gordon and unanimously passed (5-0) to cancel the regular meetings for the months of November and December and reschedule as follows:**

- November workshop to be held on November 17, 2020 at noon and the regular meeting to be scheduled for November 19, 2020 at 7:00 p.m.
- December workshop to be held December 1, 2020 at noon and the regular monthly meeting to be held December 10, 2020 at 7:00 p.m.

Attorney Foster asked for Council consideration in setting a Code and Ordinance Committee Meeting to discuss the following Ordinances:

- Property Standards
- Noise Ordinance
- Garbage/Vegetation collection
- Clarification of Commercial Vehicles in residential neighborhoods

It was agreed to schedule the Code and Ordinance Committee for Thursday, October 15, 2020 at 11:30 a.m. as Council member Caranci had a conference call scheduled for 12:30 p.m. at his office in West Palm Beach. He would participate in the Code and Ordinance Committee via teleconference.

## **SECOND READINGS AND PUBLIC HEARINGS**

**None.**

## **REPORTS**

### **Town Attorney**

None.

### **Mayor**

None.

### **Town Administrator**

The Town Administrator confirmed with the Town Council that Read for the Record event would need be held virtually through Google Meets and the Palm Beach County School District because of the pandemic. It was agreed that under the circumstances, the Town of Haverhill would not participate for this year. Because the platform was sponsored by the School District and many of the venues the Town read to were separate were private daycares and separate entities from the school district, reading would not be possible using a virtual platform. Council expressed their disappointment.

### **Committee/Delegate Report**

None.

### **Treasurer's Report**

Included in packet.

## **UNFINISHED BUSINESS**

### **Infrastructure Surtax Committee**

The Town Administrator presented Staff's report and explained that on November 8, 2016, the voters of Palm Beach County approved a one-percent local government infrastructure surtax to be

used by the County, Palm Beach County School Board and the municipalities within Palm Beach County for the financing, planning, constructing, reconstructing, renovating and improving needed infrastructure.

The Town of Haverhill had chosen to create its own Infrastructure Surtax Committee and had appointed 6 members to serve on the Committee. Three of the originally appointed 6 members have moved from Haverhill and are unable to serve on the committee. The Council appointed Thomas Burns to fill the remaining term of one of the departing members. The remaining members were as follows:

- Joseph Alonsi
- Salesia Smith Gordon
- Betty Murph
- Tom Burns

At the last meeting of the Town Council, Council members nominated the following persons to serve on the Committee:

- Council Member Ray Caranci nominated TJ (Timothy Nye)
- Council Member Dennis Withington nominated Dan Ayers
- Vice Mayor Gordon and Committee Member Salesia Smith Gordon nominated Alicia Dixon

The Town Administrator reached out to the nominees and confirmed that all residents nominated they would accept the appointment.

Mr. Dan Ayers was present at the meeting and Alicia Dixon was participating via teleconference.

**A motion was then made by Council Member Caranci, seconded by Vice Mayor Gordon, and unanimously passed (5-0) to reappoint Joseph Alonsi, Salesia Smith Gordon, Betty Murph and Tom Burns to the Committee for a two year term, and to appoint TJ (Timothy) Nye, Dany Ayers and Alicia Dixon to the Infrastructure Sales Tax Committee for a two year term.**

#### **IVORY LANE LIGHT POLE**

Council Member Uptegraph inquired as to the status of the light pole to be installed on Ivory Lane. The Town Administrator would investigate.

He then noted that the house on Belvedere Road that had been operating as an unauthorized place of worship had been vacated.

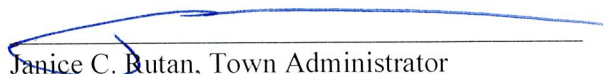
#### **NEW BUSINESS**

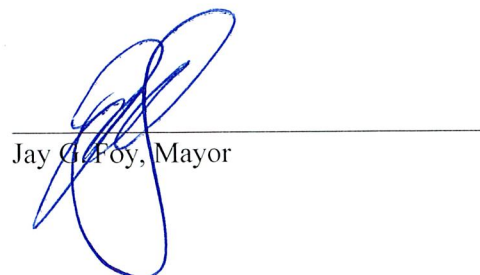
None.

#### **ADJOURNMENT**

With no further business to come before the Town Council, the meeting adjourned at 7:30 p.m.

Approved: November 19, 2020

  
Janice C. Butan, Town Administrator

  
Jay G. Foy, Mayor