

Village of Beverly Hills
Regular Village Council Meeting
Tuesday, December 21, 2021

Municipal Building
18500 W. 13 Mile Road
7:30 p.m.

Zoom link: <https://us02web.zoom.us/j/89921163907>

Meeting ID: 899 2116 3907

Dial in: 1-646-876-9923 (US)

AGENDA

Roll Call/Call to order

Pledge of Allegiance

Amendments to Agenda/Approve Agenda

Community Announcements

Public Comments on items not on the published agenda

Consent Agenda

1. Review and consider approval of **minutes** of a regular Council meeting held December 7, 2021.
2. Review and file **bills** recapped as of Monday, December 20, 2021.
3. Review and consider Interim Village Manager **salary**.

Business Agenda

1. **Presentation** on South Evergreen Interceptor Rehabilitation Project from Hubbell, Roth, and Clark, Inc.
2. Discuss Residential Backflow Prevention **Program**.
3. Review and consider directing Administration to request proposals for **Codification Services**.
4. Review and consider Planning Commission's **recommendation** to not amend the Village Master Plan.
5. Set Strategy Session date for January 2022.

Discussion Items

1. Landscape Design RFP/Community Input Component on Park #5 Goals
2. Scheduling Department Updates with Village Manager

Public comments

Manager's **report**

Council comments

Adjournment

This will be a hybrid meeting held in person in the Village Council Chambers with a remote participation option available via Zoom due to the COVID-19 pandemic.

The Village of Beverly Hills will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the Village. Individuals with disabilities requiring auxiliary aids or services should contact the Village by writing or phone, 18500 W. Thirteen Mile Beverly Hills, MI 48025 (248) 646-6404.

REGULAR COUNCIL MEETING MINUTES – DECEMBER 7, 2021 – PAGE 1

Present: President George; President Pro-Tem Hrydziuszko; Members: Abboud, Kecskemeti, Mooney, O’Gorman, and Peddie

Absent: None

Also Present: Interim Village Manager/Village Clerk/Assistant Manager, Rutkowski

President George called the regular Village Council meeting to order at 7:30 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025. The Pledge of Allegiance was recited by those in attendance.

AMENDMENTS TO AGENDA/APPROVE AGENDA

Motion by Mooney, second by Hrydziuszko, to amend the agenda to move Consent Agenda Item 4 to Business Agenda Item 1; and to move Business Agenda Items 3, 5, and 6 to the Consent Agenda.

Roll Call Vote:
Motion passed (7-0)

Motion by Mooney, second by Peddie to approve the agenda as amended.

Roll Call Vote:
Motion passed (7-0)

COMMUNITY ANNOUNCEMENTS

None.

PUBLIC COMMENTS

Karen Gilbert, Amherst, asked about the Village Attorney’s contract and retainer.

CONSENT AGENDA

Motion by Mooney, second by Peddie, be it resolved, the consent agenda is approved.

1. Review and consider approval of minutes of a special Council meeting held November 9, 2021.
2. Review and consider approval of minutes of a regular Council meeting held November 16, 2021.
3. Review and file bills recapped as of Monday, December 6, 2021.
4. Review and consider Low Income Household Water Assistance Program Memorandum of Understanding with the Michigan Department of Health and Human Services.
5. Review and Consider Baldwin Public Library’s request to host Outdoor Storytime at Beverly Park pavilion.
6. Review and consider Parks & Recreation Board’s recommendation to include Park #5 in a landscape design request for proposals.
7. Review and consider Parks & Recreation Board’s recommendation to organize holiday decorating installations at Village parks.

Roll Call Vote:
Motion passed (7-0)

BUSINESS AGENDA

THESE MINUTES ARE NOT OFFICIAL. THEY HAVE NOT BEEN APPROVED BY THE VILLAGE COUNCIL.

REVIEW AND CONSIDER RESOLUTION FOR CHARITABLE GAMING LICENSE FOR THE GET TO FOUNDATION

Motion by Mooney, second by Hrydziuszko, to table this item to the next meeting.

Motion passed.

REVIEW AND CONSIDER SUBCOMMITTEE'S RECOMMENDATION FOR AN APPOINTMENT ON THE ZONING BOARD OF APPEALS

There is a vacancy on the Zoning Board of Appeals for a partial term ending June 30, 2023. Announcements of the vacancy were made at the November 2nd and November 16th Village Council meetings with an application deadline of December 1, 2021.

A subcommittee was formed consisting of members O’Gorman (chair), Abboud, and George to review the three applications and make a recommendation to Council. The subcommittee met with the applicants at 7:00 p.m. on Tuesday, December 7, 2021 at the Village Office located at 18500 W. 13 Mile Road, Beverly Hills, MI 48025. The subcommittee recommended appointing Timothy Makar to the Zoning Board of Appeals.

Motion by O’Gorman, second by Hrydziuszko, be it resolved, the Beverly Hills Village Council appoints Timothy Makar to the Zoning Board of Appeals for a partial term ending June 30, 2023.

Roll Call Vote:

Motion passed (7-0)

SECOND READING OF ORDINANCE #380 TO ADOPT THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE

Chapter 29 of the Village of Beverly Hills Municipal Code includes the International Property Maintenance Code adopted by reference. The Village currently uses the 2006 edition and at this time Administration is recommending the Council adopt the most recent version of the International Property Maintenance Code, 2021 edition.

Attorney Ryan drafted an ordinance. The first reading was held at the November 16, 2021 Regular Village Council meeting. Procedurally, after the second reading and possible adoption takes place, the notice of adoption is published in the newspaper and then the Ordinance goes into effect 20 days after publication.

Mooney gave the second reading of Ordinance #380.

ORDINANCE NO. 380

THE INTERNATIONAL PROPERTY MAINTENANCE CODE

AN ORDINANCE OF THE VILLAGE OF BEVERLY HILLS ADOPTING THE 2021 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE, REGULATING AND GOVERNING THE CONDITIONS AND MAINTENANCE OF ALL PROPERTY, BUILDINGS AND STRUCTURES; BY PROVIDING THE STANDARDS FOR SUPPLIED UTILITIES AND FACILITIES AND OTHER PHYSICAL THINGS AND CONDITIONS

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ESSENTIAL TO ENSURE THAT STRUCTURES ARE SAFE, SANITARY AND FIT FOR OCCUPATION AND USE; AND THE CONDEMNATION OF BUILDINGS AND STRUCTURES UNFIT FOR HUMAN OCCUPANCY AND USE, AND THE DEMOLITION OF SUCH EXISTING STRUCTURES IN THE VILLAGE OF BEVERLY HILLS; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFOR; REPEALING CHAPTER 29 OF THE VILLAGE OF BEVERLY HILLS MUNICIPAL CODE AND ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT THEREWITH.

The Village of Beverly Hills Ordains:

Section 1.01. That a certain document, three (3) copies of which are on file in the office of the Village Clerk of Village of Beverly Hills, being marked and designated as the International Property Maintenance Code, 2021 edition, as published by the International Code Council, be and is hereby adopted as the Property Maintenance Code of the Village of Beverly Hills, in the State of Michigan for regulating and governing the conditions of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said Property Maintenance Code on file in the Clerk's office of the Village of Beverly Hills are hereby referred to, adopted and made a part hereof, as if fully set out in this Ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 2.01 of this Ordinance.

Section 2.01. The following sections are hereby revised:

Section 101.1. Title. These regulations shall be known as the Property Maintenance Code of the Village of Beverly Hills, hereinafter referred to as "this code".

Section 103.5. Fees. The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be as indicated in a schedule adopted by Village Council Resolution.

Section 302.4. Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in excess of eight (8) inches in height. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the owner or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with Section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall

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be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property.

Section 304.14. Insect screens. During the period from April 1st to October 31st, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Exception: Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

Section 602.3. Heat supply. Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from October 1st to April 30th to maintain a temperature of not less than 68 degrees F (20 degrees C) in all habitable rooms, bathrooms, and toilet rooms.

Exceptions:

1. When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating as its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in Appendix D of the International Plumbing Code.
2. In areas where the average monthly temperature is above 30 degrees F (-1 degree C) a minimum temperature of 65 degrees F (18 degrees C) shall be maintained.

Section 602.4. Occupiable work spaces. Indoor occupiable work spaces shall be supplied with heat during the period from October 1st to April 30th to maintain a temperature of not less than 65 degrees F (18 degrees C) during the period the spaces are occupied.

Exceptions:

1. Processing, storage and operation areas that require cooling or special temperature conditions.
2. Areas in which persons are primarily engaged in vigorous physical activities.

Section 3.01. REPEALER. That Chapter 29 of the Village of Beverly Hills Municipal Code and all other Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4.01. SAVINGS CLAUSE. That nothing in this Ordinance or in the Property Maintenance Code hereby adopted shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 3.01 of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 5.01. SEVERABILITY CLAUSE. That if any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Village of Beverly Hills hereby declares that it would have passed this Ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 6.01. PENALTIES. Any persons violating the provisions of this Ordinance shall be responsible for a municipal civil infraction and upon a finding of responsibility thereof shall be fined not exceeding \$500.00.

Section 7.01. EFFECTIVE DATE. The provisions of this Ordinance shall become effective 20 days following its publication in The Eccentric, a newspaper circulated within the Village of Beverly Hills.

Motion by Mooney, second by Abboud, the Beverly Hills Village Council hereby adopts Ordinance No. 380 as read and the Ordinance will take effect 20 days following its publication in the newspaper.

Roll Call Vote:
Motion passed (7-0)

REVIEW AND CONSIDER PARK & RECREATION BOARD'S RECOMMENDATION TO REQUEST PROPOSALS FOR A GRAVEL PATH UPGRADE AT BEVERLY PARK

Rutkowski provided an overview of the recommendation. The Parks & Recreation Board has been discussing improving the gravel path at Beverly Park for quite some time. The path stretches from the gate near the parking lot and curves back before the sled hill. Portions of the path have standing water and puddles that cause pedestrians and bikers to divert onto the grass to avoid the water. Our engineering firm, Hubbell, Roth, and Clark, Inc. (HRC) performed a geotechnical investigation this summer to test the water and soil levels in the area. The results of this investigation were provided for Council's review.

In summary, the water pooling on the path is surface/rain water; not groundwater. The composition of soil below the path is largely clay. HRC does not recommend removing any of the current gravel pathway, but instead, the Board could reach its desired results by adding 4" of gravel on top of the existing path.

HRC provided two material options to improve the path. Option 1 is HMA (Hot Mix Asphalt) and Option 2 is gravel. A detailed estimate was provided. The Board reasoned that the Village should move forward with Option 2 now, which is less expensive, with the notion that the aggregate base created now could later be used as the base for Option 1 if the Village wishes to use HMA later. Both options include drainage improvements.

At their November 18, 2021 meeting, the Parks & Recreation Board passed a motion recommending the Village Council direct Administration to seek bids for “Option 2 – Gravel Pathway” as outlined on HRC’s estimate dated October 23, 2021 to improve the gravel pathway at Beverly Park.

Hrydziuszko spoke to the Board’s rationale of recommending the less expensive option at this time, which could later be added to.

The Council discussed the pitch and lifespan of the gravel base.

Mooney inquired about funding.

Kecskemeti asked if the gravel path would be ADA compliant. Hrydziuszko stated that the base would be compacted enough for wheelchairs and strollers to travel on it.

Motion by Abboud, second by O’Gorman, be it resolved, the Beverly Hills Village Council directs Administration to seek bids for the Beverly Park gravel pathway improvements as outlined in Option 2 of HRC’s estimate dated October 23, 2021. Funds for this expense are available in Account 208-900-985.00 (Capital – Park Site Improvement).

Roll Call Vote:
Motion passed (7-0)

REVIEW AND CONSIDER RESOLUTION FOR CHARITABLE GAMING LICENSE FOR THE GET TO FOUNDATION

The President of The Get To Foundation, Tim Hornak, 32750 Bellvine Trail, joined the meeting via Zoom.

Motion by Mooney, second by Hrydziuszko, to withdraw the earlier motion to table Business Item 1 and revisit the resolution for Charitable Gaming License for the Get To Foundation.

Motion passed.

The Get To™ Foundation is a non-profit organization that continues Ben Jones’ legacy of inspiring others to consider obligations and obstacles as opportunities. By providing resources to communities, teams, and individuals, they encourage others to shift their perspective from “Have To” to “Get To.”

The president of the non-profit, Tim Hornak, is requesting that the Village of Beverly Hills recognize the foundation as a non-profit organization operating in the community for the purpose of obtaining a charitable gaming license through the State of Michigan Gaming Control Board. As

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part of their application process with the State, the group needs the local governing body to pass a resolution recognizing its non-profit status. If The Get To™ Foundation receives a charitable gaming license, then they will be able to hold raffles at upcoming fundraising events. Get To is registered with the Michigan Department of Licensing and Regulatory Affairs as a domestic non-profit organization.

Mooney asked for the organization's address and how it is registered. Hornak stated it is a 501(c)3 non-profit organization.

Motion by Mooney, second by Peddie, be it resolved, by the Beverly Hills Village Council that the request from The Get To™ Foundation of the Village of Beverly Hills, County of Oakland, asking that they be recognized as a nonprofit organization operating in the community, for the purpose of obtaining charitable gaming licenses, be considered for approval.

Roll Call Vote:
Motion passed (7-0)

PUBLIC COMMENTS

None.

MANAGER'S REPORT

Yard Waste

Yard waste collection will end the week of December 13, 2021. Please place yard waste in acceptable containers at the curb by 7:00 a.m. on collection day. There are free "Yard Waste" stickers available for residents at the Village Office.

14 Mile Road Request/Invest in America Act

We received an update from Congressman Levin's office regarding our 14 Mile Road Rehabilitation project request. Unfortunately, despite their team's best efforts, the Infrastructure Investment and Jobs Act ultimately did not include any Member Designated Projects (i.e. the Surface Transportation earmarks), which our request fell under. Levin's office stated that they would look into other infrastructure funding opportunities and keep Beverly Hills informed on how we could benefit from the Act.

Newsletter

The December 2021 Villager Newsletter should be arriving in mailboxes soon. The newsletter is also posted on the homepage of the Village website under "Quick Links."

Calendars

The 2022 Village Calendar is in production and will be mailed out to each residence by mid-December. We will make an announcement when we have extra calendars available at the Village Office.

Holiday Office Closures

The Village Office will be closed for the holidays on the following dates:

Thursday, December 23

Friday, December 24

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Thursday, December 30

Friday, December 31

Evergreen Traffic Presentation

HRC will be presenting at the December 21, 2021 Village Council meeting regarding traffic control and road closures for the upcoming South Evergreen Interceptor Rehabilitation Project. The work is expected to begin January 3, 2022.

COUNCIL COMMENTS

Kecskemeti gave an update on the backflow preventer item which was tabled at a previous meeting. She stated that they are waiting on additional information from the engineers and attorney. She said her heart breaks for the families impacted by the Oxford school shooting and for the families of victims Hana St. Juliana, Madisyn Baldwin, Tate Myre, and Justin Shilling. She begged parents to stay informed about what their children are doing. She asked gun owners to lock their guns up. She expressed gratitude to the Oakland County Sheriff's Department and all first responders. She thanked the Beverly Hills Public Safety Department and Birmingham Public Schools for their response. She stated that the Oakland County Health Department has free resources available for those impacted by the tragic event.

Abboud stated that he was appointed by the MML's Elected Officials Academy to serve as an ambassador for upcoming trainings. He went over the Senior Advisory Committee's goals. He said the Next Community Center is fully open. He welcome Tim Makar to the ZBA. He stated that a summary of the Village Manager search process is featured in the December Villager Newsletter.

Mooney joined Kecskemeti in her thoughts regarding Oxford. He appreciates Sheriff Michael Bouchard's leadership during the tragedy. He thanked the Parks & Recreation Board for decorating at Beverly Park and thinks they have the best interest of the Village in mind, although thought that the trees were purchased prior to Council approval. He stated that he was unhappy with how the Council is performing. He believes they need to take up the sewer/backflow preventer item and that sewer backups need a regional solution. He is concerned about liability if the backflow preventer program moves forward. He opined that this is a regional problem and needs a different solution. He would like HRC to investigate why there are sewer backups in the Village. He was unhappy that there was not news coverage over past Village Manager Wilson's resignation or news coverage about Council actions. He believes Wilson should have been presented with a plaque. He commented on parking near Douglas Evans. He thought that there have been insignificant and too many Parks items on recent agendas. He stated Council could be doing better.

Hrydziusko noted that during the pandemic the Council requested that all Parks items go before the Council for approval, which explains why the agendas have had so many parks related items. She clarified that volunteers purchased trees for the park decorating while they were at a local farm to support small business and the expense was less than \$500. She stated that the Council needs to work together.

George provided an update on the Village Manager search. He stated that the ad was posted on MML's website. He stated the sewer issue did not develop overnight and agreed it was a bigger issue. He noted that the Council is having discussions on how to address the issue. He suggested if a Council member would like an item on the agenda, such as HRC doing an investigation, then they should draft something so the Council can vote on it. He stated he requested additional

information regarding Douglas Evans parking from the Village Attorney. He commented on the work that is now being done to create more pathways in the Village, including grant applications. He stated Park #5 has been a park since the 1960s, but it was only recently recognized by the Village as a park. He commented on the turnover on Boards/Commissions. He stated that while there was a new Planning Administrator and new Code Enforcement Officer, it was decided to reformat the Code Enforcement report to better fit its intended purpose. He stated he has a list of things he wants to get done and is actively working toward getting them accomplished, such as sidewalks.

Mooney stated he is in support of sidewalks, but voters have not always been in support. He said if the backflow preventer program will work, then he would support it. He was adamant that the Council do something.

George stated to stay tuned regarding sidewalks as we are waiting to hear back regarding grant application awards.

ADJOURNMENT

Motion by O’Gorman, second by Hrydziusko, to adjourn the meeting at 8:45 p.m.

Motion passed.

John George
Council President

Kristin Rutkowski
Village Clerk



TO PRESIDENT GEORGE & MEMBERS OF THE VILLAGE COUNCIL. THE FOLLOWING IS A LIST OF
EXPENDITURES FOR APPROVAL. ACCOUNTS PAYABLE RUN FROM 12/07/2021 THROUGH 12/20/2021.

ACCOUNT TOTALS:

101	GENERAL FUND	\$79,371.34
202	MAJOR ROAD FUND	\$8,117.20
203	LOCAL STREET FUND	\$21,993.41
205	PUBLIC SAFETY DEPARTMENT FUND	\$172,416.64
401	CAPITAL PROJECTS FUND	\$70,394.86
592	WATER/SEWER OPERATION FUND	\$248,229.79
701	TRUST & AGENCY FUND	\$200.00
	TOTAL	<u>\$600,723.24</u>
	MANUAL CHECKS- COMERICA	\$0.00
	MANUAL CHECKS- INDEPENDENT	\$0.00
	ACCOUNTS PAYABLE	<u>\$600,723.24</u>
	GRAND TOTAL	<u>\$600,723.24</u>

12/16/2021 02:40 PM
User: JAY
DB: Beverly Hills

CHECK REGISTER FOR VILLAGE OF BEVERLY HILLS
CHECK DATE FROM 12/20/2021 - 12/20/2021

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank COM COMERICA					
12/20/2021	COM	84733	53284	APPLIED IMAGING	211.47
12/20/2021	COM	84734	51802	ARROW OFFICE SUPPLY CO.	67.01
12/20/2021	COM	84735	60350	BERKLEY COLLISION INC	300.00
12/20/2021	COM	84736	51409	BEVERLY HILLS ACE	15.69
12/20/2021	COM	84737	02400	BEVERLY HILLS WATER DPT	2,207.86
12/20/2021	COM	84738	30861	BLUE CARE NETWORK	40,378.41
12/20/2021	COM	84739	50489	BOB ADAMS TOWING	245.00
12/20/2021	COM	84740	59347	CINTAS CORPORATION #31	47.66
12/20/2021	COM	84741	31925	COALITION OF PUBLIC SAFETY	17,627.74
12/20/2021	COM	84742	04500	COMEAU EQUIPMENT CO INC.	25,906.75
12/20/2021	COM	84743	59338	COMPLETE INTERACTIVE TECHNOLOGIES	225.00
12/20/2021	COM	84744	50826	CONSUMERS ENERGY	1,764.38
12/20/2021	COM	84745	51385	DTE ENERGY	7,278.71
12/20/2021	COM	84746	31228	EXXONMOBIL	3,975.49
12/20/2021	COM	84747	49646	GUNNERS METERS & PARTS INC.	280.00
12/20/2021	COM	84748	39070	J.H. HART URBAN FORESTRY	2,965.00
12/20/2021	COM	84749	59158	JASON'S OUTDOOR SERVICES LLC	144.50
12/20/2021	COM	84750	33083	JAX KAR WASH	629.16
12/20/2021	COM	84751	59324	JCR SUPPLY, INC.	324.36
12/20/2021	COM	84752	59582	JOHNSON THERMOL-TEMP INC.	3,043.00
12/20/2021	COM	84753	09300	KELLER THOMA	2,318.75
12/20/2021	COM	84754	60599	LEGAL & LIABILITY RISK MANAGEMENT	150.00
12/20/2021	COM	84755	51792	LEXISNEXIS RISK SOLUTIONS	150.00
12/20/2021	COM	84756	59165	MARINE CITY NURSERY	650.00
12/20/2021	COM	84757	52030	MICHIGAN GRAPHICS & AWARDS	170.00
12/20/2021	COM	84758	59330	MIKE SAVOIE CHEVROLET	1,706.41
12/20/2021	COM	84759	58903	MUNIWEB	200.00
12/20/2021	COM	84760	60598	NILE CONSTRUCTION LLC	1,650.00
12/20/2021	COM	84761	51799	NYE UNIFORM EAST	279.50
12/20/2021	COM	84762	51540	O'REILLY AUTO PARTS	134.22
12/20/2021	COM	84763	51751	O.C.W.R.C.	36,868.33
12/20/2021	COM	84764	50830	OAKLAND COUNTY TREASURER'S	205,367.10
12/20/2021	COM	84765	14100	OBSERVER & ECCENTRIC	86.88
12/20/2021	COM	84766	50502	PITNEY BOWES CREDIT CORP.	873.60
12/20/2021	COM	84767	15300	PRINTING SYSTEMS	288.91
12/20/2021	COM	84768	60580	RACHEAL HRYDZIUSZKO	408.10
12/20/2021	COM	84769	16100	ROAD COMMISSION FOR OAKLAND	1,120.01
12/20/2021	COM	84770	49784	ROMA CEMENT	4,350.00
12/20/2021	COM	84771	16500	S.O.C.R.R.A.	31,224.00
12/20/2021	COM	84772	59282	SAFEBUILT INC.	31,508.00
12/20/2021	COM	84773	59959	SANTANDER BANK, N.A.	98,860.38
12/20/2021	COM	84774	60597	SMD LAWN, TREE, MAINT. & MORE, LLC	400.00
12/20/2021	COM	84775	17700	SUNSET MAINTENANCE SERVICE	1,200.00
12/20/2021	COM	84776	14800	VILLAGE OF BEVERLY HILLS	70,394.86
12/20/2021	COM	84777	20900	ZIP ETC INC	2,727.00

COM TOTALS:

Total of 45 Checks:	600,723.24
Less 0 Void Checks:	0.00
Total of 45 Disbursements:	600,723.24



To: Honorable President George; Village Council Members

From: Kristin Rutkowski, Interim Village Manager/Village Clerk/Assistant Village Manager

Subject: Interim Village Manager Salary

Date: December 17, 2021

The Village Council appointed Village Clerk/Assistant Manager Kristin Rutkowski to serve as Interim Village Manager effective December 1, 2021. The Personnel Committee is recommending Rutkowski be compensated at the annual rate of \$117,670.00 for the Interim role, which was the salary of the outgoing Manager. Since Rutkowski is performing both the Interim Manager and Clerk/Assistant Manager duties, the salary will be split between account #101-171-702.00 (Village Manager) and account #101-200-702.00 (Clerk).

Suggested Resolution:

Be it resolved, the Beverly Hills Village Council approves the annual salary amount of \$117,670.00 for Interim Village Manager/Village Clerk/Assistant Manager Kristin Rutkowski retroactively to December 1, 2021 until a new Village Manager begins work. Once Rutkowski's role as Interim Manager ends, her salary will revert to her regular Clerk/Assistant Manager salary. Funds are available in accounts 101-171-702.00 (Village Manager) and 101-200-702.00 (Clerk).

SOUTH EVERGREEN INTERCEPTOR REHABILITATION PROJECT

EVERGREEN ROAD (14 MILE ROAD TO VILLAGE DRIVE)

Bradley Shepler, P.E., Associate

Hubbell, Roth & Clark, Inc.

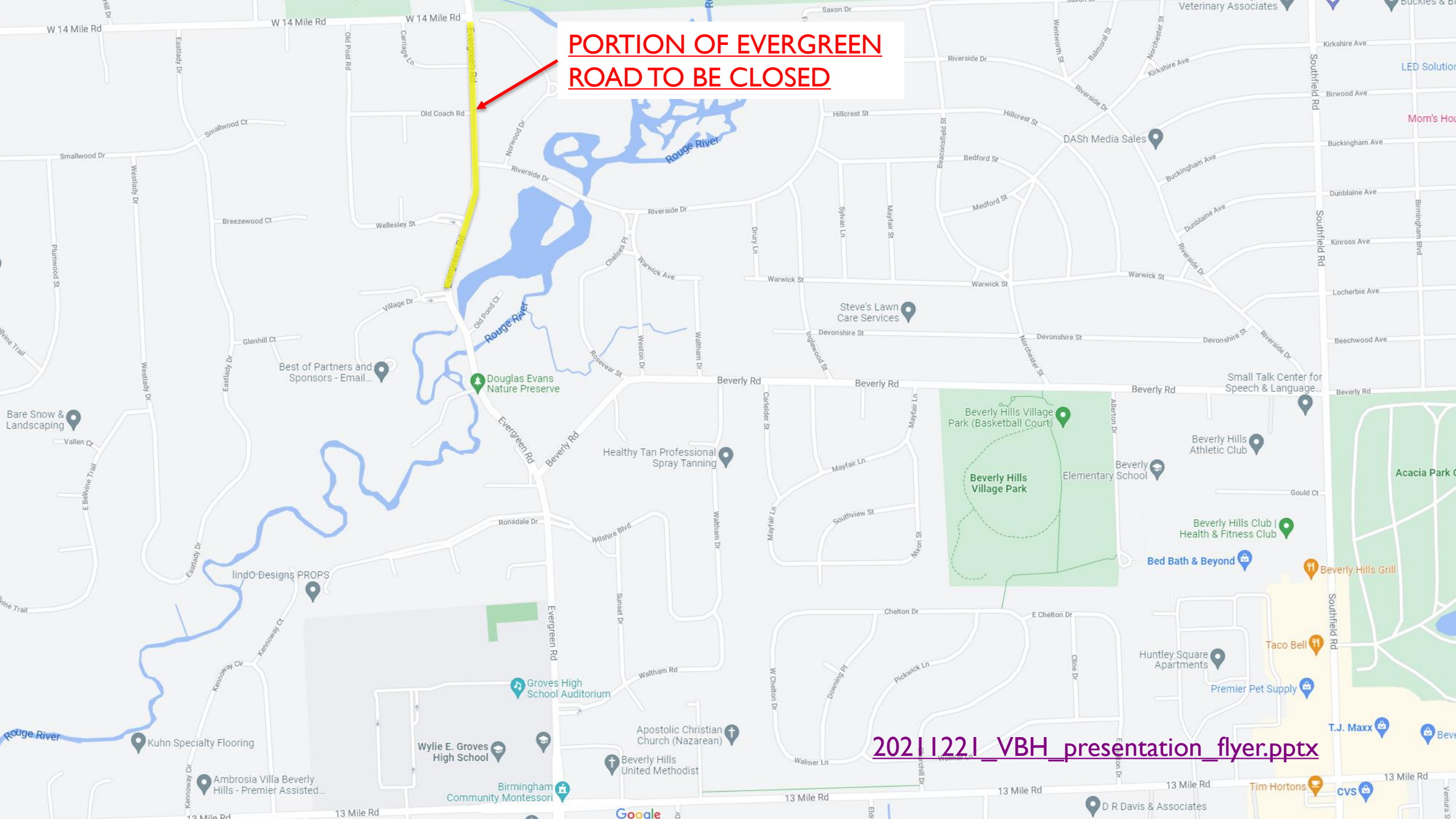
PROJECT BACKGROUND

- 54-inch Interceptor beneath Evergreen Road inspected in 2014
 - Discovered joint infiltration and concrete pipeline degradation
- Rehabilitation Plan developed in 2016 was unsuccessful
- Bypass Pumping Plan redeveloped; new dedicated system proposed
- Rehabilitation will consist of the following improvements
 - Grouting around the outside of the pipe to seal leaks
 - Repair of concrete degradation to prevent further erosion
- Will require closure of Evergreen Rd. between 14 Mile Rd. & Village Dr.
- Project to begin on January 3, 2022; anticipated 4 to 5 month duration

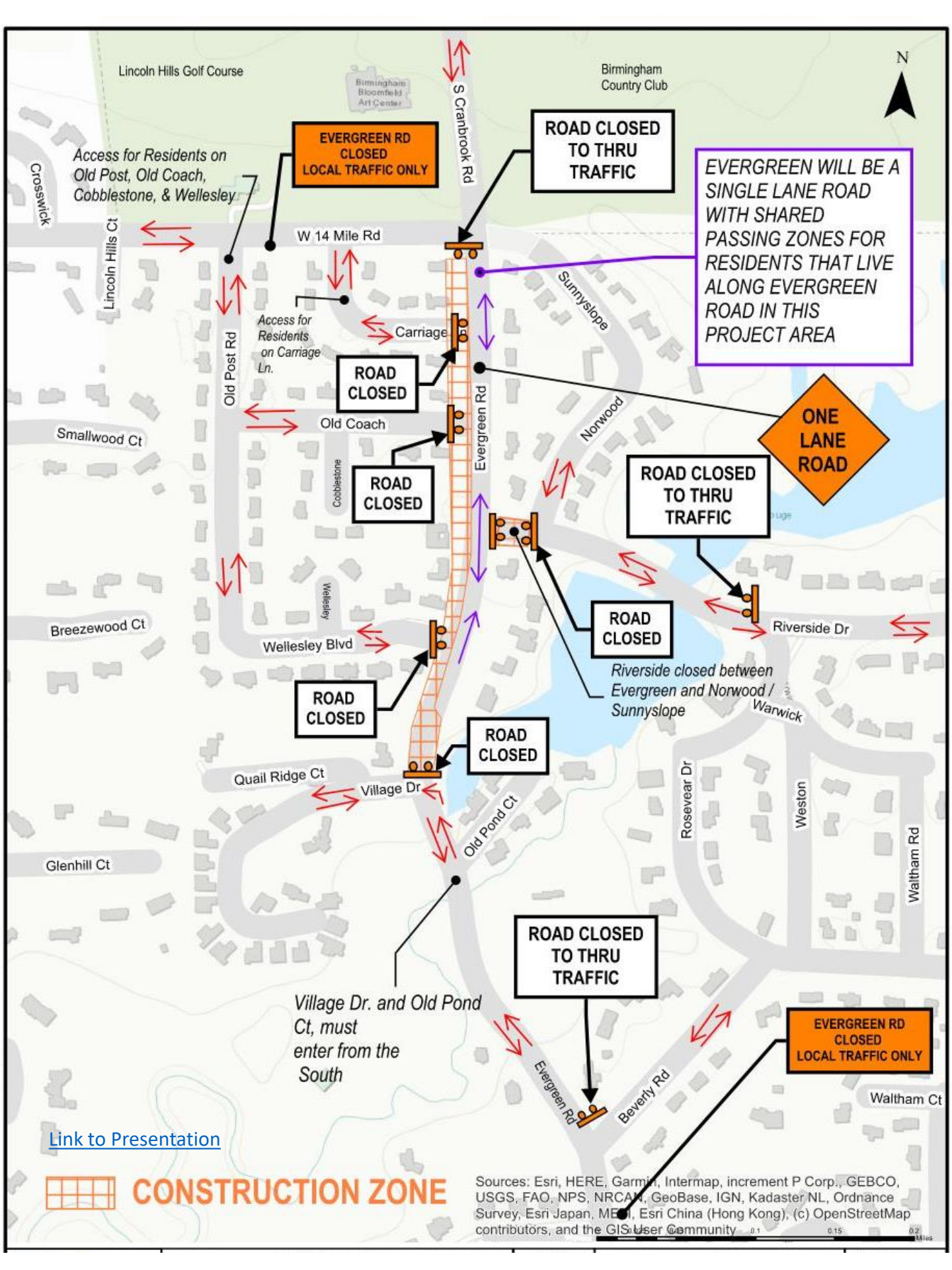
MAINTAINING TRAFFIC

- Evergreen Rd. will be closed between I 4 Mile Rd. and Village Dr.
 - Only access will be provided to residential driveways on Evergreen Rd. (14 in total)
 - One lane roadway will be provided; these residents have been notified separately
- All side streets that intersect with Evergreen Rd. in this stretch will be closed.
- Residents along Village Dr. & Old Pond Ct. must enter from the south
- Residents on Old Post, Old Coach, Wellesley & Carriage Ln must use I 4 Mile Rd.
- Residents in West Beverly must utilize Beverly Rd. or Southfield Rd. for access.
- The intent of this maintaining traffic plan is to minimize cut through traffic and promote worker safety.

**PORTION OF EVERGREEN
ROAD TO BE CLOSED**



20211221_VBH_presentation_flyer.pptx



THANK YOU

If you have any questions about the project or presentation, please contact:

Bradley Shepler, P.E.
Design Engineer
Hubbell, Roth & Clark, Inc.
bshepler@hrcengr.com

Evans Bantios, P.E.
Construction Engineer
Water Resources Commissioner's Office
bantiose@oakgov.com



VILLAGE OF BEVERLY HILLS RESIDENTIAL BACKFLOW PREVENTION PROGRAM

The Village of Beverly Hills consists of just over 4,200 separate residential structures, approximately 30% of which are located in an area with a combined sewer system. The Village has made significant efforts to ensure that our combined sewer systems function adequately in both dry weather conditions and during significant rain events. However, no sewer system can accommodate the most severe storms; storms that are occurring with greater frequency. Additionally, many homeowners have sought to utilize below grade or basement levels as additional living or storage spaces. Homeowners making use of such space would like some assurance that the materials and furnishings stored in these areas are safe and free from moisture or contamination. This is particularly true in combined sewer areas, where sewer backflow into a residence would likely contain some element of municipal sanitary sewer.

There are multiple options that a homeowner can pursue to mitigate against sewer backups or the monetary damage these backups can cause. One of these options would be the installation of a sewer backflow preventer on their residential sewer line. A backflow preventer allows sanitary sewer from the home to discharge during normal dry weather flows but prevents municipal sanitary sewer from backflowing into the home during significant rain events. When properly installed and maintained, backflow preventers have proven to be an effective tool in preventing sanitary sewer backups. Accordingly, the Village has an interest in encouraging homeowners who could benefit from such a device in having one properly installed and maintained.

The Village of Beverly Hills will implement and fund a residential backflow preventor installation program to assist eligible homeowners who could benefit from a backflow preventor or other similar pre-approved device or procedure with financial and technical guidance in getting such a device installed. To qualify, applicants will need to own a home in either the George W. Kuhn (GWK) drainage district or in the combined areas of

the Evergreen Farmington Sewage Disposal System (EFSDS). A map of the areas of the Village that would be eligible to participate in the program is attached. If homeowners are unsure if they live in an area that would qualify for this program they can contact the Village at 248.646.6404.

Eligible homes must have a basement or below grade area of livable or conditioned space. Applicants who qualify will be eligible to receive reimbursement up to fifty percent (50%) of the cost of installation of a backflow preventer or other device on their home, up to a maximum of Two Thousand Five Hundred dollars (\$2,500). Eligible applicants will need to obtain all required permits and inspections through the Village of Beverly Hills and sign a release. An application form, building permit and instructions are attached to this letter and can also be found at www.villagebeverlyhills.com. Ultimate approval of devices other than a backflow preventor for reimbursement will rest with the Village Manager. The Village Council will allocate adequate funds to administer this program and the program shall continue until all allocated funds are dispersed or the program is rescinded.

For residents who do not qualify for this program or wish not to participate in the program the Village has published information on how to properly clean and dispose of materials in the event of a sanitary sewer backup. This information can be found at www.villagebevelryhills.com.



**Residential Backflow Prevention Program
Application for Reimbursement**

Please complete the following information to request reimbursement through the Residential Backflow Prevention Program.

Name _____ Telephone Number _____

Address _____

Date of installation _____ Cost of installation _____

Please attach a copy of the paid invoice to this application.

Signature

Date

For Office Use Only

Plumbing Permit Number: _____

Contractor Name: _____

Date of Final Inspection Approval: _____

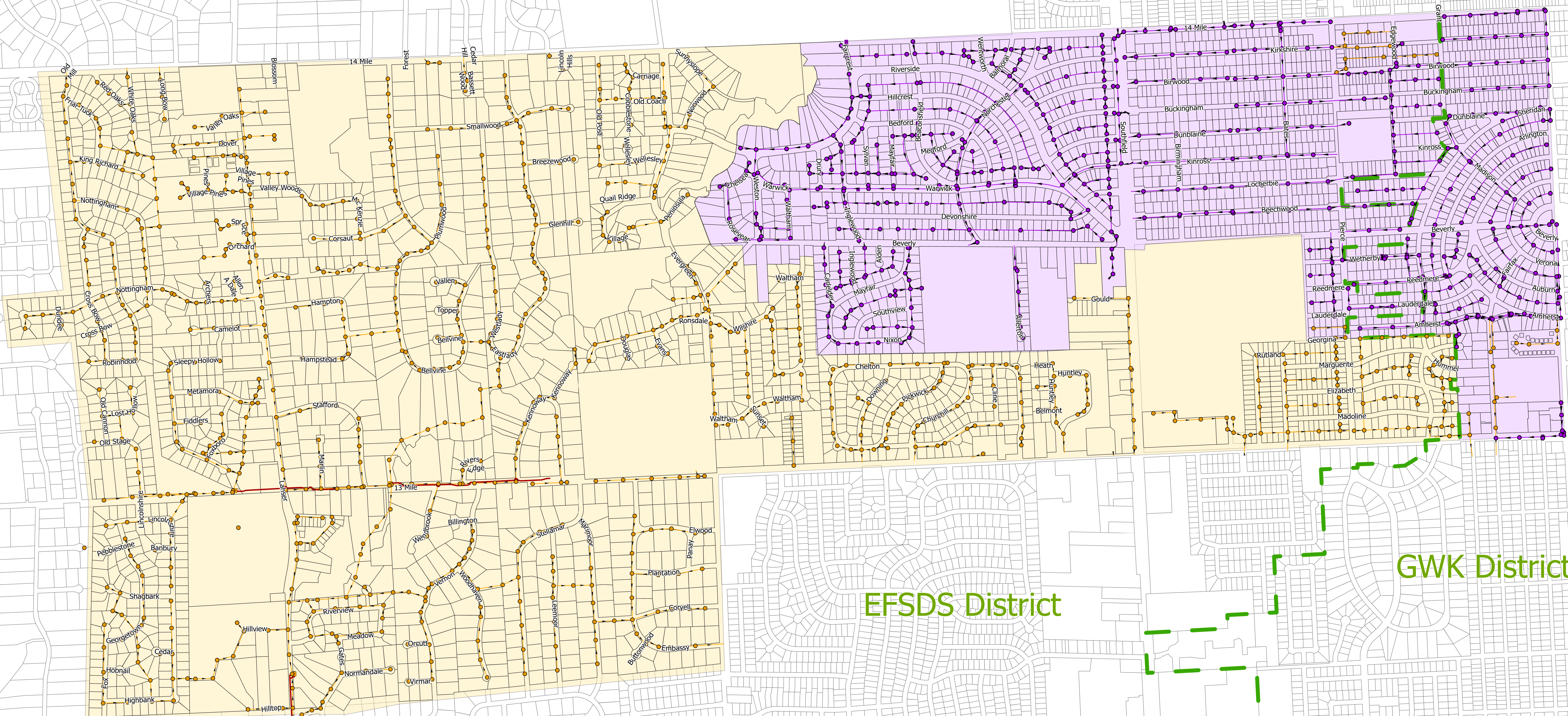
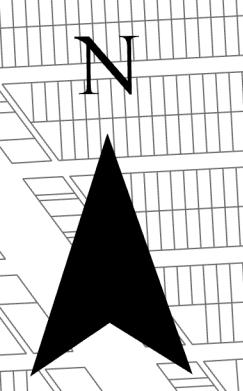
District: (circle one) George W. Kuhn or Evergreen Farmington Sanitary Drain

Reimbursement Amount: _____

Village Approval: _____

Village of Beverly Hills

Sanitary and Combined Sewer Area

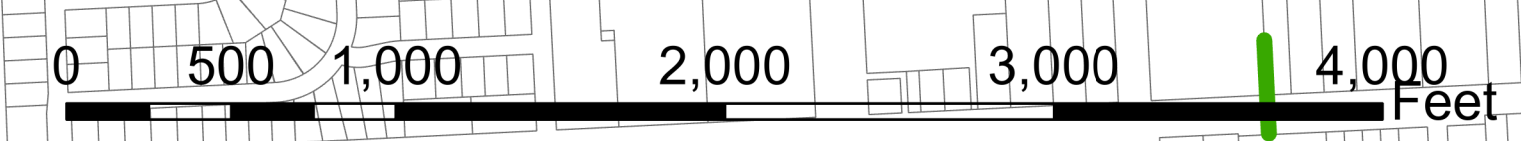


EFSDS District

GWK District

Legend

- Parcels
- EFSDS / GWK Drainage District Boundary
- Combined Sewer Area
- Separated Sewer Area
- Sewer Manhole
- Sewage Lift Station
- Sewer Non Gravity Main
- Sewer Gravity Main
- Combined Manhole
- Combined Gravity Main
- Combined Inlet



Village of
BEVERLY HILLS
MI

HRC
HUBBELL, ROTH & CLARK, INC.
CONSULTING ENGINEERS SINCE 1915

PLUMBING PERMIT APPLICATION

VILLAGE OF BEVERLY HILLS

BUILDING AND PLANNING

18500 W 13 MILE RD

BEVERLY HILLS, MICHIGAN 48025

P: 248-646-6404 F: 248-646-3703

Invoice# _____

Check # _____

PLUMBING

Date: _____

BUILDING PERMIT # _____

Project Information	Job Address: _____ Suite # _____
	Lot: _____ Subdivision: _____
	Owner: _____ Phone: _____
	Bldg. <input type="checkbox"/> New <input type="checkbox"/> Add'n <input type="checkbox"/> Alter <input type="checkbox"/> Res. <input type="checkbox"/> Comm. <input type="checkbox"/> Ind.
Applicant Information	Company Name: _____ Contact: _____ Phone: _____
	Address: _____ City: _____ State: _____ Zip: _____
	License # _____ Federal ID # _____ MESC # _____ Comp. Carrier _____
	Email: _____ <input type="checkbox"/> Check if you would like email notification of any violations

ITEM	Number	Fee	Total	ITEM	Number	Fee	Total
Backflow Preventer/Disconnect		30.00		Sump		30.00	
Backwater Check Valve		24.00		Urinal		18.00	
Bathtub		18.00		Washer, Automatic, Standpipe		18.00	
Dental Chair		18.00		Water Closet (toilet)		18.00	
Dishwasher		18.00		Water Heater		18.00	
Drinking Fountain		18.00		Water Distribution ½"		24.00	
Floor Drain		18.00		Water Distribution 1"		30.00	
Garbage Disposal		18.00		Water Distribution 1½ – 2"		43.00	
Grease Trap		24.00		Water Distribution 2½"		49.00	
Humidifier		18.00		Water Distribution 3"		62.00	
Ice Maker		18.00		Water Distribution 4"		68.00	
Laundry Tray		18.00		Water Distribution Over 4"		81.00	
Medical Gas (Each System)		30.00		Water Treatment Device		37.00	
Medical Gas Vacuum Pump/Air Compr		43.00		Weeping Tile Trap & Inside Drain		37.00	
Pump & Water Lift		30.00		Unlisted Fixtures/Item		30.00	
Roof Sump		18.00					
Safe Waste		18.00					
Shower Trap		18.00		Minimum Permit fee		75.00	
Sill Cock/Hose Bib		18.00		Contractor registration		15.00	
Sink, Bar		30.00					
Sink, Lav		18.00					
Stacks, Conductor, Vents, AAV		24.00					

**** If the Backflow Prevention Device serves a Fire Suppression System then a separate fire suppression system permit is required**

Homeowner Affidavit

I hereby certify that the work described on this permit application shall be installed **by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the State of Michigan Building Code and shall not be enclosed, covered up or occupied until it has been **inspected** and **approved**. I will cooperate with the Building Inspector and assume all responsibility to arrange for necessary inspections. **Section 23a of the state construction code act of 1972, 1972PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.**

Applicant Signature _____

Homeowner's signature indicates compliance with homeowner's affidavit



To: Honorable President George; Village Council Members

From: Kristin Rutkowski, Interim Village Manager/Village Clerk/Assistant Village Manager

Subject: Codification Services RFP

Date: December 17, 2021

Codification is the editing, rearranging, and/or grouping of ordinances under appropriate titles, chapters, and sections. Standard practice is to recodify a municipal code about every ten years and the Village is overdue. Recodification can include a legal review for consistency with federal and state laws, supplements (such as an index and list of cross-references), recommended updates, and a general clean up of the existing code. Companies that provide codification services also provide web hosting services for codes that are user friendly and have advanced search features.

Administration believes recodifying the Municipal Code is in the best interest of the Village and recommends moving forward with obtaining bids for codification services.

Suggested Resolution:

Be it resolved, the Beverly Hills Village Council directs Administration to seek bids for codification services for the Village Municipal Code.



To: Honorable President George; Village Council Members
Kristin Rutkowski, Interim Village Manager/ Village Clerk

From: Carissa Brown, Interim Planning & Zoning Administrator

Subject: Five-Year Review of the Village Master Plan

Date: December 15, 2021

The Michigan Planning Enabling Act (MCL 125.3845(2)) requires every community to review its master plan every five years. On February 24, 2021 the Planning Commission established a schedule to review individual chapters of the Village Master Plan. After a three months long thorough review and discussion, the Planning Commission decided at the June 23, 2021 meeting to focus on the implementation of the plan rather than opening it to amending. It was suggested and agreed upon, that implementation of the plan should be the focal point of our next Master Planning strategies. Furthermore, they agreed that Village staff shall formulate an action/work plan that includes implementation of the Master Plan along with other agreed upon planning priorities.

At their August 25, 2021 meeting, the Planning Commission passed a motion stating: in accordance with the Michigan Planning Enabling Act (MCL 125.3845(2)), the Planning Commission has held numerous public meetings where the five-year review of the Village Master Plan was discussed. As a result of said discussion, the Planning Commission hereby concludes no amendments are needed to the Village Master Plan and recommend to Council the same accordingly.

Excerpts from the Planning Commission meetings are attached.

Recommended Resolution:

The Beverly Hills Village Council approves the Planning Commission's recommendation to not amend the Village Master Plan after conducting a five-year review in accordance with the Michigan Planning Enabling Act (MCL 125.3845(2)).

Attachments

MASTER PLAN DISCUSSION EXCERPTS FEBRUARY – AUGUST 2021

REGULAR PLANNING COMMISSION MEETING MINUTES – FEBRUARY 24, 2021 – PAGE 1

Present: Secretary Ruprich; Members: Copeland, Grinnan, Ostrowski, Westerlund, Wilensky, and Wright
All commissioners participated remotely via Zoom from Beverly Hills, Michigan.

Absent: Drummond, Stempien

Also Present: Village Manager, Wilson
Village Clerk/Assistant Manager, Rutkowski
Planning Consultant, Borden
Council Liaison, Peddie

Ruprich called the regular Planning Commission meeting to order at 7:32 p.m. virtually via Zoom due to the ongoing COVID-19 pandemic.

APPROVE AGENDA

Motion by Westerlund, second by Ostrowski, to approve the agenda as published.

Roll call vote:

Motion passed (7-0)

REVIEW AND CONSIDER APPROVAL OF REGULAR PLANNING COMMISSION MINUTES OF MEETING HELD JANUARY 27, 2021

Motion by Grinnan, second by Wright, to approve the minutes of a regular Planning Commission meeting held January 27, 2021.

Roll call vote:

Motion passed (7-0)

REVIEW AND CONSIDER APPROVAL OF JOINT PLANNING COMMISSION/VILLAGE COUNCIL MINUTES OF MEETING HELD FEBRUARY 10, 2021

Motion by Ostrowski, second by Grinnan, to approve the minutes of a joint Planning Commission/Village Council meeting held February 10, 2021.

Roll call vote:

Motion passed (7-0)

PUBLIC COMMENTS ON ITEMS NOT ON THE PUBLISHED AGENDA

None.

ESTABLISH A SCHEDULE FOR THE 5-YEAR MASTER PLAN REVIEW

Borden gave an overview of the statutory 5-year Master Plan review. He suggested that the Commission break up the review across the span of a few months and finish the review by the end of 2021. He suggested reviewing Chapters 1 and 2 next month, then Chapters 3 and 4, and then Chapter 5/Appendix/Village Center Plan.

The Commissioners agreed to reviewing Chapters 1 and 2 at their March meeting.

MASTER PLAN DISCUSSION EXCERPTS FEBRUARY – AUGUST 2021

REGULAR PLANNING COMMISSION MEETING MINUTES – FEBRUARY 24, 2021 – PAGE 2

Ostrowski suggested updating demographic and population data in the Master Plan as it shapes planning.

UPDATE ON MEDICAL MARIJUANA CAREGIVER USE

Wilson provided an overview of medical marijuana caregiver use in Michigan, which is allowed separate from a municipalities “opt-in” or “opt-out” status. He stated that these facilities are not retail establishments and municipalities may choose to regulate them. Borden also provided information on medical marijuana caregiver use and stated he will follow up with the Village Attorney regarding next steps.

PUBLIC COMMENTS

Kathleen Tootell, Beverly Hills, commented on the City of Birmingham’s Master Plan which includes increasing population density and expressed concern over the impact it may have on Beverly Hills residents who live on the border. She also stated that she is a newly appointed member of the Birmingham Area Cable Board and encouraged the Commission to reach out to her or the Board if they wish to provide any content to the public.

LIAISON COMMENTS

Peddie thanked the Commissioners and Administration for the information on medical marijuana caregiver use.

ADMINISTRATION COMMENTS

Wilson commented on contractor registration as the Commission discussed at their joint meeting with the Village Council. He stated that there was not a mechanism in place for the Village to revoke a contractor’s registration. He stated that he expects the Planning and Zoning Administrator position will be filled soon.

COMMISSIONERS’ COMMENTS

Copeland asked about the status on virtual meetings.

Westerlund stated that he appreciated Ms. Tootell’s comments on the Birmingham Master Plan.

ADJOURNMENT

Motion by Ruprich, second by Westerlund to adjourn the meeting at 8:17 p.m.

Motion passed.

Robert Ruprich
Planning Commission
Secretary

Kristin Rutkowski
Village Clerk

Based on the definitions contained in the Zoning Ordinance, the structures covering the fuel pump islands are neither “walls” nor “canopies.” As such, signage affixed thereto would not be considered a wall or canopy sign.

Should the Commission disagree with this opinion, the proposal would comply with the requirements for wall or canopy signs based on size and quantity; however, the illumination standards are not met. The proposal includes 100% internal illumination, whereas wall signs are allowed up to 30% internal illumination, and canopy signs are not permitted to be internally illuminated. If favorable action is considered, the Commission would need to include correction of the illumination as a condition.

Sarah Mheisen was in attendance on behalf of BP Gas Station, 31015 Southfield Road. She spoke about the concept and logos on the proposed signage.

Westerlund asked for clarification on the green banding.

There was discussion about the light bar.

Commissioners expressed concern about moving forward without seeing a graphic of what the final product would look like. They would prefer to see elevation and graphic drawings included with the application.

Grinnan stated this type of sign would fall into a category that the Ordinance does not allow.

Drummond agreed with Borden’s interpretation that the proposed signs were not allowable.

Motion by Westerlund, second by Grinnan, the Beverly Hills Planning Commission denies the request for signs to be applied to the fuel structure at 31015 Southfield Road, BP Gas Station, as it does not meet the requirements of the Ordinance.

Roll call vote:

Motion passed (8-0)

REVIEW CHAPTERS 1 & 2 OF THE VILLAGE MASTER PLAN

The Commission discussed Chapters 1 & 2 of the Village Master Plan as part of the five-year statutory review. They discussed potentially including 2020 Census data once it becomes available.

Westerlund commented on minor wordsmithing corrections.

Borden explained the process for amending the Master Plan which would include forming a subcommittee, holding public hearings, and Village Council involvement.

The Commission will review Chapter 3 at their next meeting.

PUBLIC COMMENTS

None.

Present: Chairperson Drummond; Vice-Chairperson Stempien; Members: Copeland, Grinnan, Ostrowski, Ruprich, Westerlund, and Wilensky
All commissioners participated remotely via Zoom from Beverly Hills, Michigan.

Absent: Wright

Also Present: Planning & Zoning Administrator, Lloyd
Village Clerk/Assistant Manager, Rutkowski
Planning Consultant, Borden
Council Liaison, Peddie

Drummond called the regular Planning Commission meeting to order at 7:30 p.m. virtually via Zoom due to the ongoing COVID-19 pandemic.

APPROVE AGENDA

Motion by Ostrowski, second by Westerlund, to approve the agenda as published.

Roll call vote:

Motion passed (8-0)

REVIEW AND CONSIDER APPROVAL OF REGULAR PLANNING COMMISSION MINUTES OF MEETING HELD MARCH 24, 2021

Motion by Grinnan, second by Wilensky, to approve the minutes of a regular Planning Commission meeting held March 24, 2021.

Roll call vote:

Motion passed (8-0)

PUBLIC COMMENTS ON ITEMS NOT ON THE PUBLISHED AGENDA

None.

REVIEW CHAPTER 3 OF THE VILLAGE MASTER PLAN

As part of the five-year statutory review of the Master Plan, the Commission reviewed Chapter 3: Beverly Hills Tomorrow. This chapter includes Vision and Goals, Future Land Use and Character, Transportation Enhancements, Environmental Stewardship and Sustainability, and Community Facilities.

Westerlund suggested finding a way to push the Vision and Goals forward. He thought that there was a missed opportunity for connectivity and environmental sustainability during the recent 13 Mile Road reconstruction project.

Stempien commented on a capital projects plan.

Grinnan discussed smaller homes and duplexes. She suggested that the Village should be open to consider acquiring land, should the opportunity arise. She stated that decisions should be consistent with the Master Plan.

The Commission discussed transitional zones, entrance ways, and the Village Center Plan.

The Commission discussed Low Impact Development.

Ruprich suggested looking at action items and priorities again.

Drummond stated the Commission could revisit the transition use zones and be more descriptive in regard to those zones as a possible edit to the Master Plan.

PUBLIC COMMENTS

None.

LIAISON COMMENTS

Peddie thanked the Commission for their work on the review of the Master Plan and appreciates their discussion. She will take the Commission's comments to the Council.

ADMINISTRATION COMMENTS

Lloyd provided an update on BP Gas Station located at 31015 Southfield Road regarding the lights that were recently taken down. He thanked Code Enforcement for working on this matter.

COMMISSIONERS' COMMENTS

Westerlund commented on the Redevelopment Ready Communities Program through the MEDC.

Drummond stated that the Commission will be reviewing Chapter 4 of the Master Plan for their next meeting. He asked that the Commissioners consider short, medium, and long term priorities.

ADJOURNMENT

Motion by Westerlund, second by Ruprich, to adjourn the meeting at 8:40 p.m.

Roll call vote:

Motion passed (8-0)

Andrew Drummond
Chairperson

Kristin Rutkowski
Village Clerk

be screened) to the neighbor's garage is 22 feet and the distance from the applicant's patio to the neighbor's patio is 28 feet. The applicant provided a copy of an example of the proposed fence type and color.

Per Section 22.08.150, the petitioner must show to the Commission that the size, location, height, design, and materials of the fence are aesthetically in harmony with the property on which it is located. Further, the applicant must ensure that any proposed removal of vegetation and trees and disturbance to natural terrain has been minimized. The applicant must also demonstrate that at least one of the following conditions is met:

- The subject site and/or an abutting parcel has an unconventional lot, yard and/or dwelling orientation (i.e., side yard adjacent to rear yard, pie-shaped lot adjacent to rectangular lot, or those with multiple parcels contiguous to a single lot line).
- Installation of such fencing would mitigate an essential safety and/or privacy concern.

The applicant, Caitlin Bennet, 17370 Beechwood, was in attendance and commented on privacy and safety concerns.

The Commission discussed the length of the fence and the minimal impact to neighbors.

Motion by Grinnan, second by Wright, the Beverly Hills Planning Commission approves a permit as submitted to install a six (6) foot high, simulated wood privacy fence at 17370 Beechwood to mitigate an essential safety and/or privacy concern provided the applicant complies with all applicable requirements of Chapter 22, Section 22.08.150 of the Municipal Code.

Roll call vote:

Copeland: Yes

Drummond: Yes

Grinnan: Yes

Ostrowski: Yes

Stempien: Yes

Wilensky: No

Wright: Yes

Motion passed (6-1)

REVIEW CHAPTER 4 OF THE VILLAGE MASTER PLAN

The Commission discussed Chapter 4 of the Village Master Plan as part of the five-year statutory review. Drummond provided an overview of Chapter 4 and the Commission talked about prioritization.

Borden commented on tracking progress on implementation.

Lloyd stated that an updated, colorized Zoning map is being worked on. He commented on putting timelines and action plans together.

Drummond suggested cleaning up Chapter 4 to update what has already been completed and to add new priorities. The next meeting agenda will include an item to determine whether the Commission needs to amend/update the Master Plan.

PUBLIC COMMENTS

None.

LIAISON COMMENTS

None.

ADMINISTRATION COMMENTS

Lloyd gave an over view of the Bingham Farms Master Plan Public Notice the Village received.

Borden gave an update on a short-term rentals bill that is being discussed in the legislature.

COMMISSIONERS' COMMENTS

Wright thanked Lloyd for his discussion points and said she supports a more detailed plan.

Wilensky stated he will not be in attendance at the next meeting and asked about in-person meetings.

Grinnan stated that there was productive discussion at this meeting and wished everyone a Happy Memorial Day.

Copeland inquired about the Memorial Day Parade.

Stempien commented on being proactive vs. reactive. He commented on tweaking the non-conforming sign language.

Ostrowski appreciated Lloyd's comments. He stated some updates can be done administratively and the Commission can focus on big picture items.

ADJOURNMENT

The meeting was adjourned at 8:33 p.m.

Andrew Drummond
Chairperson

Kristin Rutkowski
Village Clerk

Motion by Grinnan, second by Wright, to table the request for a 6-foot fence at 31227 Huntley Court to the next meeting in order to seek and review a written legal opinion from the Village Attorney.

Roll call vote:
Motion passed (6-0)

PUBLIC COMMENTS

None.

LIAISON COMMENTS

Rutkowski read comments on behalf of Peddie due to technical difficulties. Peddie thanked Mr. Ruprich and Mr. Ostrowski for their years of service on the Planning Commission. Council discussed forming a subcommittee to discuss next steps for the Southfield Road corridor. The subcommittee would include members of Council, Administration, and the Planning Commission.

Westerlund volunteered to serve on the subcommittee. Drummond nominated newly appointed member Jawad to serve on the subcommittee as well.

ADMINISTRATION COMMENTS

Lloyd stated that there is an updated Zoning Map in color and asked for volunteers to review the map before the next meeting. Wright and Copeland volunteered.

Lloyd discussed having a study session on signs and fences at the next Commission meeting.

Lloyd and Borden recommended implementation of the Master Plan rather than opening it up for revisions.

COMMISSIONERS' COMMENTS

Grinnan requested an updated roster of Planning Commission members.

Drummond thanked Ruprich and Ostrowski for their service. He appreciates everything he learned from them over the years and hopes to see a formal recognition or certificate for them.

ADJOURNMENT

The meeting was adjourned at 9:12 p.m.

Andrew Drummond
Chairperson

Kristin Rutkowski
Village Clerk

hoped for, the resulting map will be a much better and more useful tool for residents, developers, commissions and others seeking information on zoning designations in the Village.

This is a receive and file item at this time. We anticipate having a final version for your approval and recommendation at a future meeting. After the Planning Commission approves and recommends, the Village Council will then take action to formally adopt the map as the Official Zoning Map of the Village.

MASTER PLAN WRAP UP

On February 24, 2021, the Planning Commission established a schedule for conducting the required Five-Year review of the Village Master Plan. During the March, April and May meetings, the Planning Commission reviewed individual chapters of the plan. During the June meeting, the Planning Commission agreed to focus on implementation of the plan rather than opening it up for amending. The five-year review was concluded.

It was suggested, and agreed upon, that implementation of the plan should be the focus of our next Master Planning strategies. Village staff will formulate an action/work plan that includes implementation of the Master Plan along with other agreed upon planning priorities.

Motion by Wilensky, second by Harper, in accordance with the Michigan Planning Enabling Act (MCL 125.3845(2)), the Planning Commission has held numerous public meetings where the five-year review of the Village Master Plan was discussed. As a result of said discussion, the Planning Commission hereby concludes no amendments are needed to the Village Master Plan and recommend to Council the same accordingly.

Roll call vote:
Motion passed (7-0)

PUBLIC COMMENTS

None.

LIAISON COMMENTS

None.

ADMINISTRATION COMMENTS

Lloyd stated that the Building Department has been very busy this summer. He also commented on Code Enforcement activity.

COMMISSIONERS' COMMENTS

Harper commented on having a Code Enforcement FAQ.

Drummond stated that the Parks & Recreation Board has put on a number of great events over the last couple of months and thanked them for their efforts.

ADJOURNMENT

Motion by Westerlund, second by Wilensky to adjourn the meeting at 9:13 p.m.

Motion passed.



To: Honorable President George; Village Council Members

From: Kristin Rutkowski, Interim Village Manager/Village Clerk/Assistant Village Manager

Subject: Manager's Report

Date: December 17, 2021

Yard Waste

Yard waste collection ended the week of December 13, 2021 for the season. SOCRRRA's Recycling Drop-off Site will be accepting yard waste from residents starting December 20th. Residents may bring up to 10 bags per day. No appointment is needed but residents must show proof of residency and may only bring yard waste. Please visit www.socrra.org for more information.

Emergency Alerts

As the cold and snowy weather approaches, we encourage residents to sign up to receive Emergency Alerts from the Village. Notice of Snow Emergencies are sent out through this alert system. Residents may also sign up to receive our weekly email blast that goes out every Friday. To sign up, visit the Village website, go to the "How Do I" tab, click "Sign Up for Alerts," and enter your email address. The direct link is listed below:

<https://public.govdelivery.com/accounts/MIOAKLVBH/subscriber/new>

Southfield Township Clerk Retiring

On behalf of the entire Village, we thank Southfield Township Clerk, Sharon Tischler, for 37 years of dedicated service to the Township and Village. Tischler has been instrumental in successfully administering elections for Beverly Hills, Bingham Farms, and Franklin. She has provided great leadership in the Oakland County Clerk's Association and served on the Legislative Committee. Tischler's last day with the Township is December 31, 2021. We wish her all the best.

Holiday Office Closures

The Village Office will be closed for the holidays on the following dates:

Thursday, December 23
Friday, December 24
Thursday, December 30
Friday, December 31

Happy holidays!

Beverly Hills Public Safety

Activity Report

Dec. 3 - Dec. 16, 2021

- The Public Safety Department is currently looking for applicants for Public Safety Officer. Please visit our website, www.beverlyhillspolice.com to see if you qualify.
- Crimedat is back up and running. Go to Crimedat.com
- Special thanks to Southfield Twp. Clerk **Sharon Tischler** as she is retiring at the end of the year. Thanks for all the support and all the hard work.

CALLS FOR SERVICE

- 207 Calls for Service.
- 100 Tickets issued.
- 21 Arrests:
- Extra Patrol at Groves High School.
- Extra Patrol at Greenfield School.
- Extra Patrol at Beverly School.
- Extra Patrol at Berkshire School.
- Medical on Verona Circle.
- Extra Patrol at Beverly Hills Academy.
- Extra Patrol at Groves High School.
- Extra Patrol at Beverly School.
- Fire Alarm on Rosevear Street.
- Extra Patrol at DCD School.
- Extra Patrol at Berkshire School.
- Neighbor Trouble on Arlington.
- Road Hazard on 13 Mile and Vernon.
- Extra Patrol at Groves High School.
- Suspicious Vehicle on Stellamar.
- Alarm on West Chelton.
- Medical at Mission Point.
- Extra Patrol at Groves High School.

- Suspicious Circumstance on Fairfax.
- Parking Complaint on Pierce.
- Medical on Verona Circle.
- Medical at the police station.
- Extra Patrol at Groves High School.
- Extra Patrol at Our Lady Queen of Martyrs.
- Driving While License Suspended arrest taken into custody without incident at Southfield and 13 Mile Road.
- Driving While License Suspended arrest taken into custody without incident on 13 Mile and Rock Creek.
- Extra Patrol at Beverly Park.
- Driving While License Suspended arrest taken into custody without incident at Southfield and Dunblaine Street.
- No License Ever Acquired arrest taken into custody without incident on Greenfield and 13 Mile Road.
- Citizen Assist on Bedford.
- Radar Detail on Southfield Road.
- Queen of Martyrs School drop off.
- Extra Patrol on Birwood.
- Extra Patrol at Detroit Country Day.
- Operation Medicine Cabinet.
- Detroit Country Day Extra Patrol.
- Queen of Martyrs School Extra Patrol.
- Suspicious Circumstances at Groves High School.
- Medical at Mission Point.
- Queen of Martyrs School pick up.
- Driving While License Suspended taken into custody without incident on Greenfield and 13 Mile Road.
- Driving While License Suspended taken into custody without incident on 13 Mile and Greenfield Road.
- Lift Assist on West Lady Street.
- Suspicious Persons at Groves High School after hours.
- Driving While License Suspended arrest taken into custody without incident at 13 Mile and Southfield Road.
- Radar Detail at 14 Mile and Southfield.
- Medical on Amherst.
- Medical at Mission Point.
- Alarm on Hampstead.
- Traffic Accident on 13 Mile and Southfield.
- Odor Investigation on Georgetown.

- Reckless Driver Complaint on Lahser and 14 Mile.
- Suspicious Circumstances on Stellamar.
- Suspicious Person at Queen of Martyrs.
- Suspicious Person on Buckingham.
- Driving While License Suspended arrest taken into custody without incident on Evergreen and 14 Mile.
- Citizen Assist on Beverly.
- Operation Medicine Cabinet.
- Motorist assist on 13 Mile and Greenfield.
- Citizen Assist on West Rutland.
- Motorist assist on Southfield Road.
- Fire Truck Checks.
- Suspicious Vehicle on Greenfield Road.
- Violation of Restricted License and warrant arrest taken into custody without incident on Lahser and Hampstead Street.
- Extra Patrol at Groves.
- Extra Patrol at Berkshire.
- Suspicious Circumstance at 14 Mile and Southfield.
- Extra Patrol at Berkshire.
- Road Hazard on Evergreen and Beverly.
- Extra Patrol at Groves.
- Radar Detail at 14 Mile and Southfield.
- Medical on Hillview Lane.
- Extra Patrol at Beverly School.
- Traffic Accident at Beverly School.
- Informational Report on Pierce Street.
- Alarm on Bellvine Trail.
- Driving While License Suspended arrest taken into custody without incident at 14 Mile Road and Pierce Street.
- Extra Patrol at the Corners Shopping Center.
- Extra Patrol at Beverly School.
- Extra Patrol at Groves High School.
- Traffic Enforcement at Fairfax and Auburn.
- Extra Patrol in the area of Turnberry and Lahser.
- Extra Patrol in the area of Wilshire and Evergreen.
- Suspicious Person on Nixon.
- Extra Patrol at Berkshire School.
- Extra Patrol at Beverly School.
- Extra Patrol at Groves.
- Traffic Accident at 14 Mile and Lahser.
- Extra Patrol at Groves.
- Extra Patrol at Groves again.

- Medical on Southfield Road.
- Injury Accident on 13 Mile and Evergreen.
- Mental Health Call on Cedar Hollow.
- Road Hazzard on Saxon Drive.
- Alarm on Elizabeth Street.
- Lost Property Report on 13 Mile.
- Injury Accident on 14 Mile and Basset Woods.
- Carbon Monoxide alarm on Warwick.
- Driving While License Suspended arrest taken into custody without incident on Southfield road and Kirkshire Street.
- Driving While License Suspended arrest taken into custody without incident on 14 Mile Road and Southfield Road.
- Assist Royal Oak PD with Fleeing and Eluding arrest.
- Extra Patrol in the area of Birmingham and Kirkshire.
- Radar Detail on 14 Mile and Bellvine Trail.
- Lift Assist on Vernon Court.
- Beverly School drop off.
- Alarm on Camelot Court.
- Beverly School extra patrol.
- Suspicious Circumstance at the police station.
- Alarm on Dunblaine Street.
- Fraud Report on Southfield.
- Operation Medicine Cabinet.
- Motorist Assist on Beverly and Southfield.
- Greenfield School pick up.
- Medical on Sleepy Hollow.
- Assist Citizen on Cedar Hollow.
- Traffic Accident on Bellvine and Plumwood.
- Mental Health call on Sunset.
- Domestic Violence Arrest taken into custody without incident on Village Pines Drive.
- Fire Alarm on Locherbie.
- Beverly School drop off.
- Greenfield School drop off.
- Medical on Verona Circle.
- Smoke Investigation at Mission Point.
- Traffic Accident at Southfield and Kirkshire.
- Prisoner Transport for Arraignment.
- Suspicious Circumstances on Riverview Drive.
- Greenfield School pick up.
- Beverly School pick up.
- Suspicious Circumstance report at the station.

- Traffic Enforcement at 13 Mile and Southfield.
- Noise Complaint at Riverside and Warwick.
- Suspicious Person at the police station.
- Domestic Violence arrest taken into custody without incident at Huntley Square Apartments.
- Crossing Guard detail at Beverly School.
- Greenfield School drop off.
- Extra Patrol in Huntley Square Apartments.
- Lost dog taken to police station.
- Traffic Accident on Southfield and 14 Mile.
- Medical on Riverside and Beverly.
- Animal Complaint on Sunset Drive.
- Welfare Check on Marimoor.
- Operation Medicine Cabinet.
- Welfare Check at Premier Pets.
- Medical on Kennoway Court.
- Traffic Accident on Evergreen and 13 Mile.
- Traffic Enforcement on 14 Mile and Southfield.
- Radar Detail at Southfield and Beverly.
- Extra Patrol at Beverage Warehouse.
- Operating While Intoxicated arrest taken into custody without incident on Metamora and Lahser Road.
- Road Hazard on 14 Mile and Evergreen.
- Road Flooding at 14 Mile and Bates.
- Road Hazard on Evergreen Road.
- Found Dog brought to the police station.
- Wires Down Kinross Street.
- Tree Down over road Locherbie and Bates.
- Tree Down on pole on Smallwood Court.
- Traffic Complaint on Evergreen and Ronsdale.
- Radar Detail on Waltham and Evergreen.
- Welfare Check on Hampstead.
- Wires Down on Lahser and Stafford.
- Fire Alarm on Lahser Road.
- Road Hazard on Lahser and 13 Mile.
- Traffic Enforcement on 13 Mile and Southfield.
- Operating While Intoxicated and Injury Accident arrest taken into custody without incident on Sunnyslope and Riverside.
- Assist Citizen on Beverly Road.
- Extra Patrol at T.J.Maxx.
- Larceny from a home on Camelot Court.
- Motorist Assist on Hampstead.
- Fire Truck Checks at the station.

- Fire Truck Road Tests.
- Medical at Mission Point.
- Traffic Enforcement at 13 Mile and Southfield.
- Medical on Orchard Way.
- Found Cell Phone turned into station.
- Driving While License Suspended arrest taken into custody without incident at Southfield and Beverly Road.
- Radar Detail on 13 Mile and Lahser Road.
- Driving While License Suspended arrest taken into custody without incident at 14 Mile and Edgewood Street.
- Felonious Assault with Vehicle and Reckless Driving arrest taken into custody without incident at 13 Mile and Lahser Road.
- Fraud Report on Lahser Road.
- Beverly School drop off.
- Greenfield School drop off.
- Misc. Complaint on Southfield.
- Medical on 14 Mile Road.
- Medical on Nottingham Court.
- Extra Patrol at Groves High School.
- Beverly School pick up.
- Traffic Accident on 14 Mile and Greenfield.
- Mental Health call at Huntley Apartments.
- Traffic Accident on 13 Mile and Lahser.
- Traffic Enforcement on Evergreen and Ronsdale.
- Traffic Enforcement on Lahser and Hillview.
- Suspicious Vehicle at 14 Mile and Edgewood.
- Suspicious Vehicle on 13 Mile Road.
- No Driver's License arrest taken into custody without incident on Greenfield Road and Charrington Court.
- Lift Assist on Arlington Street.
- Medical on Buckingham.
- Traffic Accident on 14 Mile and Lahser.
- Beverly School drop off.
- Traffic Accident on 13 Mile and Churchill.
- Trouble with Customer at BP Gas Station.
- Lift Assist on McKenzie Court.
- Beverly School pick up.
- Assist Motorist on Beverly Road.
- Assist Motorist on 13 Mile and Greenfield.
- Traffic Enforcement Evergreen and Ronsdale.
- Invalid License Plate Confiscated on Southfield.

- Suspicious Vehicle on 13 Mile.
- Traffic Enforcement on Southfield Road.
- Area Check in Walmer and Churchill Sub.
- Lift Assist on Arlington.
- Suspicious Circumstances at Groves High School.
- Traffic Enforcement on 13 Mile and Lahser.
- Medical at Mission Point.
- Greenfield School drop off.
- Extra Patrol in Huntley Square Apartments.
- Extra Patrol at Groves High School.
- Alarm on Marimoor Street.
- Medical at Mission Point.
- Alarm on Birwood Street.
- Welfare Check on Elizabeth.
- Lift Assist on Arlington Street.
- Suspicious Person at Mission Point.
- Suspicious Circumstances at Huntley Square Apartments.
- Alarm on Kirkshire Street.
- Traffic Enforcement on Southfield Road.
- Radar Detail on Southfield and Beverly.
- Extra Patrol on Kinross and Bates.
- Extra Patrol on Birwood and Riverside.
- Extra Patrol at Detroit Country Day after hours.
- Traffic Enforcement at Rutland and 13 Mile.
- Extra Patrol in Chelton Sub.
- Traffic Enforcement in area of Beverly and Evergreen Road.
- Suspicious Circumstances on Amherst Street.

FIRE & EMERGENCY MEDICAL SERVICES

Activity Report: 11/11/2021 – 12/16/2021

- 97 Fire/EMS reports reviewed
- 9 Fire training hours entered into ISO records.
- 5 EMS training hours entered into continuing education records.
- 15 Courses Approved on SMOKE system.
- Supervise Platoon 3 and 4.
- Bi-Weekly NFIRS data export uploaded to FEMA.
- Complete and Submit 2022 Letter of Compliance to the Oakland County Medical Control Authority.

- Upload Quarterly Oakland County Medical Control Authority EQIP Report.
- Attend MABAS meeting.
- Attend South Oakland Fire Association meeting.
- Begin Cost/Benefit narrative for 2021 FEMA Assistance to Fire Fighters Grant (AFG) program department submission.
- Begin Critical Infrastructure narrative for 2021 FEMA Assistance to Fire Fighters Grant (AFG) program department submission.
- Begin New Risk narrative for 2021 FEMA Assistance to Fire Fighters Grant (AFG) program department submission.
- Begin Financial Assistance narrative for 2021 FEMA Assistance to Fire Fighters Grant (AFG) program regional submission.
- Begin Community Description narrative for 2021 FEMA Assistance to Fire Fighters Grant (AFG) program regional submission
- Begin Multiple Organization narrative for 2021 FEMA Assistance to Fire Fighters Grant (AFG) program regional submission
- Begin Project Description narrative for 2021 FEMA Assistance to Fire Fighters Grant (AFG) program regional submission.
- Begin Statement of Effect narrative for 2021 FEMA Assistance to Fire Fighters Grant (AFG) program regional submission.
- Compile 3 year data points for 2021 FEMA Assistance to Fire Fighters Grant (AFG) program regional submission.
- Complete Memorandum of Understanding for 2021 FEMA Assistance to Fire Fighters Grant (AFG) program regional submission.
- Attend MABAS meeting.

DETECTIVE BUREAU

- Investigated Child Protection Services complaint.
- Investigated a possible Criminal Sexual conduct complaint.
- Care house interviews (2).
- Court for Domestic case.
- Prisoner transport from 46th to Oakland County Jail.
- Court via zoom Macomb County.

- Search warrant obtained for DNA.
- Investigated Snapshot threats.
- Responded to Oxford High School.
- Swear to and arraignments at the court.
- Range to qualify.
- Involuntary committal of 35 year old male.
- Interview with suspect on Criminal Sexual conduct complaint.
- Attended senior seminar at groves.
- Obtained snapchat subpoena.
- Investigated several threats reports at Groves.
- Conducted follow up for Berkshire school.
- Investigated and conducted follow up on student at school with knife.
- Summited DNA and evidence to Oakland county crime lab.

BETTER BUSINESS BUREAU SCAMS

Social media is still used as a fun distraction for some people and taking a Facebook quiz may seem like a harmless way to pass the time. But are you giving away more information than you think?

How the Scam Works:

A fun quiz pops up on your Facebook feed or another social media platform. A few questions are answered to prove how well you know a friend. Or a short personality test is offered to match with a character from a favorite TV show.

These quizzes appear to be meaningless, but the intent behind them is to collect information. For example, questions like: "What was the first car you owned?" "What is your mother's maiden name?" or "What is the name of the street you grew up on?" These are common security questions for insurance, banking and credit card accounts. Sharing this information can lead to accounts being hacked, and personal and financial information being stolen.

Not all social media quizzes are data collection scams, however, BBB cautions users to be careful about what they share online and to check the privacy settings on the account. Social media data and quiz answers can be used to steal

identity or enable a scammer to impersonate you to your friends and family.

Tips to avoid social media scams:

- **Be skeptical:** Before answering a quiz, figure out who created it. Is it a brand you trust? Just because something appears to be fun and innocent, doesn't mean there isn't an inherent risk.
- **Adjust privacy settings:** Review the social media account's privacy settings and be strict about any information that is shared and be mindful of who you are sharing it with.
- **Remove personal details from your profile:** Don't share information like phone number or home address on social media accounts.
- **Don't give answers to common security questions:** Be cautious if the questions in a quiz ask for things like your mother's maiden name, street you grew up on, previously owned vehicles, favorite foods, or the name of your high school.
- **Monitor Friend Requests.** Don't accept friend requests from people you don't know. Also be wary of a second friend request from someone you are already connected with; the second profile may be an imposter trying to access your data and your Friends list.

For more information:

See BBB's article on [sharing yearbook photos on social media](#)

Kristin Rutkowski

From: Comcast Heartland <Comcast_Heartland@comcast.com>
Sent: Tuesday, December 14, 2021 9:28 AM
Cc: Mazurek, Kyle
Subject: Comcast Programming Advisory

Good morning,

As part of our ongoing commitment to keep you and our customers informed about changes to Xfinity TV services, we wanted to update you that beginning January 13, 2021, Mexicanal and Caracol TV will be available in HD IP as part of the Xfinity Latino Channel Lineup.

HD service and IP-capable equipment are required to view the channels.

Please feel free to contact me at 734-359-2308 if you have any questions.

Sincerely,

Kyle V. Mazurek
Manager of External Affairs
Comcast, Heartland Region
41112 Concept Drive
Plymouth, MI 48170