

Present: President Mooney; President Pro-Tem Peddie; Members: Abboud, Delaney, Mueller, Nunez, and Oen

Absent: None

Also Present: Village Manager, Wilson
Village Attorney, Ryan
Village Clerk, Marshall
Public Safety Director, Torongeau

President Pro-Tem Peddie called the regular Council meeting to order at 7:30 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road. The Pledge of Allegiance was recited by those in attendance.

AMENDMENTS TO AGENDA/APPROVE AGENDA

Motion by Oen, second by Peddie, to approve the agenda as published.

Motion passed.

SPECIAL ORDER OF BUSINESS

Ellen Marshall was honored in her retirement as Clerk of Village of Beverly Hills.

Jason Hopkins, on behalf of Jeremy Moss, State Representative; The Thirty-Fifth District; The Ninety-Ninth Legislature at Lansing, presented Marshall with a special tribute.

LET IT BE KNOWN, That it is with a strong sense of admiration for all of the sacrifices she has made on behalf of the people of Village of Beverly Hills that we salute Ms. Ellen E. Marshall. Her retirement from public office as the Village Clerk marks the end of an era of effectiveness and efficiency in public service. We thank this conscientious individual on this occasion with confidence that Village of Beverly Hills will long benefit.

For 23 years, the people of the Village of Beverly Hills have appreciated the dedication and belief in this community's future that have marked all elements of Ms. Marshall's work. She has a sincere concern for the best interest of the Village of Beverly Hills and a deep respect for the trust placed upon her by the community. Ms. Marshall has displayed these qualities throughout her many years in public service through her unwavering commitment to the people she serves and her responsibility as Village Clerk.

After Ms. Marshall's first year of employment with the Village she was appointed as Village Clerk in July of 1996. Ms. Marshall attained Certified Municipal Clerk status and completed Level One of the International Institute of Municipal Clerks at the Master Municipal Clerk Academy in 1998 and Master Municipal Clerk status in 2009. During her time as Village Clerk, Ms. Marshall completed a Bachelor of Arts in Community Development and Public Administration and a Master of Science in Administration with a concentration in Public Administration.

Over the course of Ms. Marshall's long and productive career, she was involved in numerous groups. She has been a member of the Oakland County Clerks Association since 1995, serving as Treasurer in 2000 and 2002 and as President in 2001. Since 2000, Ms. Marshall has been a member of the Michigan Association of Municipal Clerks and was recognized among peers and by the Michigan Association of Municipal Clerks as the "2005 Village Clerk of the Year" for her outstanding contribution to the professional development of Municipal Clerks, especially in promoting education with an emphasis on encouraging professional development.

Ms. Marshall takes with her into retirement many memories of the difficult tasks that have fallen to her and valuable insights into the complexity of our system of self-government. With all that she has given to the people of Village of Beverly Hills, she can also take a great deal of personal pride and satisfaction. At a time in our history in which local officials face many challenges and changes, Ms. Marshall has responded with energy and a heartfelt concern for the citizens, businesses, and institutions of Village of Beverly Hills. Her personal sense of dedication, integrity, and thoroughness have proven invaluable. In the months and years to come, the example that Ms. Marshall set in all facets of her career and service will continue to be of value.

IN SPECIAL TRIBUTE, Therefore, This document is signed and dedicated to honor and thank Ms. Ellen E. Marshall for her 23 years of service to the Village of Beverly Hills and for serving as Village Clerk for 22 years, making her the longest serving Clerk for the Village of Beverly Hills, as she embarks upon the pursuits of retirement. We wish her all the health and happiness she has earned and deserves.

On behalf of Oakland County Commissioner Bill Dwyer, President Pro-Tem Peddie presented Marshall with a proclamation from the Oakland County Board of Commissioners.

WHEREAS, we are all indebted to the dedicated and hardworking individuals who have committed themselves to improving the quality of life in Oakland County through their exemplary service in the public sector; and

WHEREAS, Clerk Ellen E. Marshall began her career with the Village of Beverly Hills in June 1995. She was appointed Village Clerk in July 1996, making her the longest serving clerk in the history of the Village of Beverly Hills; and

WHEREAS, in December 1998, Clerk Marshall completed Level One of the International Institute of Municipal Clerks at the Master Municipal Clerk Academy, where she achieved Certified Municipal Clerk status. She achieved Master Municipal Clerk status in 2009; and

WHEREAS, throughout her career as a municipal clerk, Clerk Marshall has been actively involved in a number of professional organizations. She has been a member of the Oakland County Clerks Association since 1995, where she served as treasurer in 2000 and 2002, and as president in 2001. She has also been a member of the Michigan Association of Municipal Clerks (MAMC) since 2000; and

WHEREAS, in 2005, Clerk Marshall was awarded "Village Clerk of the Year" by the MAMC for her outstanding contributions to the professional development of municipal clerks; and

WHEREAS, Clerk Marshall holds a Bachelor of Science in community development and public administration, as well as a Master of Science in administration, with a concentration in public administration, from Central Michigan University; and

WHEREAS, in honor of her retirement, we join with the Village of Beverly Hills, as well as Clerk Marshall's family, friends and colleagues, to congratulate her on a long and successful career.

NOW THEREFORE, I, Michael J. Gingell, Chairman of the Oakland County Board of Commissioners, together with Commissioner William Dwyer and the entire Oakland County Board of Commissioners, do hereby proclaim special commendation to Ellen E. Marshall for her many years of dedicated service to the Beverly Hills community. We wish her all the best in her retirement.

President Pro-Tem Peddie presented Ms. Marshall with the following Village of Beverly Hills Proclamation:

WHEREAS, ELLEN E. MARSHALL is retiring from a long and illustrious career at the Village of Beverly Hills, serving a total of 23 years; and

WHEREAS, Ms. Marshall has been employed by the Village of Beverly Hills since 1995 as Administrative Secretary/Deputy Clerk, and was appointed as Village Clerk in 1996; and

WHEREAS, Ms. Marshall has been the longest serving Clerk in the history of the Village of Beverly Hills; and

WHEREAS, Ms. Marshall has taken the initiative for professional personal improvement by attaining a Bachelor of Science degree in Community Development and Public Administration from Central Michigan University in 2001, and completed the requirements for a Master of Science of Administration with a concentration in Public Administration in 2006; and

WHEREAS, she achieved Certified Municipal Clerk status in 1998 and achieved Master Municipal Clerk status in 2009; and

WHEREAS, Ms. Marshall was duly recognized among her peers and by the Michigan Association of Municipal Clerks as the "2005 Village Clerk of the Year"; and

WHEREAS, Ms. Marshall played a major role in assisting SOCRRA with implementing the residential recycling program for the Village of Beverly Hills. Her hard work and dedication contributed to offsetting costs to operate recycling and trash collection services, while earning rebates for the community.

NOW, THEREFORE, BE IT RESOLVED THAT the Village of Beverly Hills Council extends sincere appreciation to Ellen E. Marshall for her outstanding service to the community and wishes her the very best in retirement. Both Council and staff have been fortunate to have had Ellen E. Marshall's contributions and service for over 23 years. May she move forward with the satisfaction of having a long, meaningful career dedicated to the public and the Village of Beverly Hills.

BE IT KNOWN to all reading this Proclamation that it was adopted by the Village of Beverly Hills Council on August 21, 2018 and that it was included in the minutes as permanent record.

Roll Call Vote
Motion passed (7-0)

Council members Abboud, Mueller, Delaney, Nunez, Oen, Peddie and Mooney extended their thanks and appreciation to Marshall for her dedication to the Village in her many years of service. Council wished Marshall a happy retirement and added that she will be missed.

Village residents Janice Hausman, Greg Burry, Tim Mercer, Luke Mercer, and Southfield Township Clerk Sharon Tischler all spoke their praise of Marshall and her commitment and tireless work for the Village. Marshall went above and beyond in her service to the Village, and she will be greatly missed.

Marshall thanked everyone for their kind words, she will miss all the residents and staff she has come to know over the last 23 years.

COMMUNITY ANNOUNCEMENTS

Hausman announced the Village's annual Movie Night in the Park will be held on Thursday, August 23rd in Beverly Park beginning at 6:00 PM. There will be a bounce house and food vendors prior to the movie. This year's movie is Coco. The movie is scheduled to begin at dusk, approximately 8:45. There will be free water and popcorn during the movie.

PUBLIC COMMENTS

Terry Berg, Evergreen, expressed his frustration that the owners of the property adjacent to him have not upheld their end of an agreement to allow his driveway on their property. He was advised by Village Attorney Ryan that this was a civil matter between Mr. Berg and the property owners.

CONSENT AGENDA

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

1. Review and consider approval of minutes of a regular Council meeting held August 7, 2018.
2. Review and file bills recapped as of Monday, August 20, 2018.
3. Accept letter of resignation from Ellen E. Marshall and approve separation agreement and release and discharge of all claims.
4. Review and consider authorizing administration to seek bids for Buckthorn eradication at Beverly Park.
5. Review and consider appointment of Village alternate to the SOCRRA Board.
6. Review and consider appointment of Village alternate to the SOCWA Board.

Roll Call Vote:
Motion passed (7-0)

BUSINESS AGENDA

ANNOUNCEMENT OF A VACANCY ON THE BIRMINGHAM AREA CABLE BOARD

A vacancy exists on the Birmingham Area Cable Board with a term expiration date of June 30, 2020. The Cable Board meets at 7:45 a.m. on the third Wednesday of each month in the Village Council Chamber. They advise the Village Council as to all matters related to Cable Television. The Board monitors performance of the franchisee and compliance with the franchise agreement and acts as liaison between residents and the franchisee.

Applications will be accepted until the vacancy is filled.

REVIEW AND CONSIDER SITE PLAN APPROVAL FOR BEVERLY HILLS VETERINARY ASSOCIATES AT 32381 SOUTHFIELD ROAD

The Village Administration and Planning Commission have been working with representatives from Beverly Hills Veterinary Associates, 32831 Southfield Rd, for proposed renovations and a second story addition at the site. The petitioner is proposing to make landscaping improvements, renovate and expand the first floor, add a second floor, and update the façade and signage. The plans also call for modifications to the public sidewalk along Saxon Drive. The Village Public Services Director has reviewed the landscaping and sidewalk proposal within the Saxon right-of-way and has approved the design but noted Road Commission for Oakland County approval will be required for the work along Southfield Road including any potential requirements for ADA access on the sidewalk at intersections. Additionally the plans have been reviewed by the Village Planning Consultant whose comments were provided, and the Fire Marshal has preliminarily reviewed the plans but will require sealed prints at the time of permit issuance for final approval. The Planning Commission recommended conditional approval at their meeting held July 25, 2018.

Planning Commission meeting minutes were provided and the conditions for their recommended approval are summarized as; inclusion of photometric plan for proposed wall lighting demonstrating compliance with lighting standards of Section 22.09.050; dumpster enclosure should match existing screen wall; and expand internal pedestrian walkway along south side of building by two feet. The petitioner has submitted plans that meet all those conditions except the requirement to expand the internal pedestrian walkway by the full two feet requested by the Planning Commission. The petitioner reviewed the required dimensions for parking space depth and drive aisle access. He noted that there is not sufficient space to expand the walkway and maintain the existing arborvitae screen along the south property line where the parking lot abuts a single family residence. Administration and the Planning Consultant reviewed the plans and concurred that maintaining the existing arborvitae screen to buffer the parking lot use from the adjacent residence was essential. The petitioner did slightly expand the sidewalk to just over four feet in width in an effort to comply with the intent of the condition to ensure sufficient pedestrian access from the parking lot to the building.

Present at the meeting were Dr. Kevin Windsor, owner, and Bo Wynn, Detroit Architect Group. Updated plans were provided to the Council in their packet, and they were looking forward to starting the project.

Mueller thanked Wynn for his thorough and accurate plans. He thanked Windsor for his commitment to Beverly Hills.

Motion by Abboud, second by Mueller, that the Village of Beverly Hills Council approves the proposed site plan dated August 13, 2018 to renovate and expand the existing building at 32831 Southfield Road, Beverly Hills Veterinary Associates subject to Fire Marshal review and approval, and Village Engineer review of site engineering, including grading, drainage, and utilities.

Roll Call Vote:
Motion passed (7-0)

REVIEW AND CONSIDER WAIVING PAVILION FEES FOR NEXT’S OCTOBERFEST SEPTEMBER 13, 2018

Birmingham Next has reserved the pavilion at Beverly Park for their Octoberfest on Thursday, September 13, 2018 from 4:30 – 7:30 p.m. They held their first Octoberfest in 2017 and are looking forward to their second event this year due to the success of last year’s event. They are respectfully requesting the pavilion rental fee to be waived for their event.

Motion by Mueller, second by Oen, that the Village of Beverly Hills Council waives the pavilion fee for Birmingham Next to utilize the Beverly Park pavilion for their annual Octoberfest on Thursday, September 13, 2018 from 4:30 – 7:30 p.m.

Roll Call Vote:
Motion passed (7-0)

APPOINT VILLAGE CLERK

Due to Ellen Marshall’s retirement on August 31, 2018, it is necessary to appoint a Village Clerk. Village Manager Wilson will undertake the responsibilities of Village Clerk without additional remuneration. This is a temporary assignment until a new Village Clerk is appointed by Council.

Motion by Oen, second by Delaney, that the Village of Beverly Hills Council appoint Village Manager Chris Wilson to act as Village Clerk due to the retirement of Ellen Marshall.

Roll call vote:
Abboud - yes
Delaney - yes
Mooney - no
Mueller - yes
Nunez - yes
Oen - yes
Peddie - yes
Motion passed (6-1)

PUBLIC COMMENTS

Sharon Tischler, Virmar Court, reported that due to construction at Lahser and 13 Mile, there appears to be an increase in high speed traffic on her street.

MANAGER'S REPORT

Road Construction Update – There are currently multiple road construction projects underway in the Village. The Village's concrete replacement on 13 Mile is progressing well. Village Administration was able to work with the Administration at Groves and work the construction schedule around the first two home football games, both of which happen before the beginning of the school year. All lanes of traffic as well as the 13 Mile entrance to Groves will be open prior to Labor Day so as to not interfere with the start of school. The Road Commission did some milling and overlaying on Southfield Rd. between 13 Mile and 14 Mile during the week of August 14th. This work was somewhat unexpected, but nevertheless did improve deteriorated sections of the roadway. The Village was also notified that Consumers Energy will be working in the intersection of 13 Mile and Lahser beginning on August 15th for approximately two (2) months. This work will involve various lane closures and potential turn restrictions during this two-month period. The Village received notice of less than 24 hours of this construction. Village Administration and Public Safety have reached out to Detroit Country Day School about traffic flow during the first week(s) of school. Public Safety is planning on assigning someone to this intersection during morning and afternoon rush times until we have a good handle on the traffic flow through the area.

Road Asset Management Program – The PASER analysis and Road Asset Management Plan has been completed. HRC will be at the Council meeting of September 4th to make a presentation of their work to the Council. A final draft will be prepared based upon comments and feedback from Council and the public.

Office Closed – Village Offices will be closed on Monday, September 3rd in observance of Labor Day. Trash and recycling collection will be delayed one day all week.

Ellen Marshall – The Village will feel the loss of Marshall, and she will be difficult to replace. She has been the backbone of the Village for so many years, and she is the go to person when looking for any information. She will be greatly missed.

COUNCIL COMMENTS

Mooney announced the passing of Patricia Greening. Mrs. Greening was a long time Village resident involved in numerous Village functions throughout the decades including many years of service to the Parks and Recreation Board. She organized the first Halloween Hoot and served as the chairperson for 20 years on this wonderful family event. Pat was preceded in death by her husband, Don in 2012. Don and Patricia Greening were passionate advocates for children and young people. Ms. Greening established the Don and Patricia Greening Scholarship Fund in 2016 to recognize local high school graduates who exhibited outstanding community service. Visitation for Patricia Greening will be Saturday, August 25th at 9:30 at Our Lady Queen of Martyrs in Beverly Hills followed by a 10:00 Mass. There will be a luncheon immediately following the Mass in the Queen of Martyrs Fellowship Hall.

Nunez thanked the residents for their support on the remuneration for Council on the August ballot. This vote showed that the residents support Council and see the value in what they do.

Mueller reported the Parks & Recreation Board elected Molly Borgon as chairperson, and Matt Goodrich as vice-chairperson. He thanked Janice Hausman and Jennifer Ruprich for their service

as outgoing chair and vice chair persons. He reported that once the bid is awarded, the buckthorn eradication project will begin. The forest in Beverly Park is being overtaken by buckthorn and once the eradication is complete, the area will look bare and drastically different. The Parks Board will work with Administration to secure some grant money to use, along with budgeted funds, to repopulate the forest.

Delaney thanked Sharon Tischler for a great election, with no complications. He thanked the residents for their support on the remuneration for Council on the August ballot.

Abboud reported the Zoning Board of Appeals will be doing training in September following their monthly meeting. The Planning Commission re-elected George Ostrowski as their Chairperson, Patrick Westerlund as their Vice-Chairperson, and Andrew Drummond as their Secretary. The Michigan Municipal League Conference will be in held in September in Grand Rapids.

Oen reflected on Pat Greening and all she did for the Village.

Peddie attended a Library Board meeting, and encouraged residents to attend the Read in the Park event at Beverly Park on Saturday, September 22 at 1 pm.

Motion by Oen, second by Abboud, to adjourn the meeting at 8:47 p.m.

Motion passed.

John Mooney
Council President

Ellen E. Marshall
Village Clerk

Elizabeth M. Lyons
Recording Secretary