

## **REGULAR COUNCIL MEETING MINUTES – APRIL 7, 2020 – PAGE 1**

Present: President Peddie; President Pro-Tem Abboud; Members: George, Hrydziuszko, Mooney, Mueller, and Nunez

Absent: None

Also Present: Village Manager, Wilson  
Village Clerk / Assistant Manager, Rutkowski  
Public Safety Director, Torongeau  
Village Attorney, Ryan

Peddie called the regular Council meeting to order at 7:30 p.m. virtually via Zoom per Executive Order 2020-15. The Pledge of Allegiance was recited by those in attendance.

### **AMENDMENTS TO AGENDA/APPROVE AGENDA**

Motion by Mooney, second by Mueller, be it resolved, the agenda is approved as published.

Roll Call Vote:  
Motion passed (7-0)

### **SPECIAL ORDER OF BUSINESS – COVID-19 UPDATE**

Wilson provided an update regarding Village operations during the COVID-19 outbreak. The Village Office remains closed to the public, but staff is available via phone or email. Water bill payments are being processed and late fees have been waived through the end of May. The Village is working on implementing an online bill payment option. Garbage, recycling, and yard waste collection are operating as usual. Building and trades permits are being issued only for projects that are necessary to maintain the safety, sanitation, and essential operations of a residence. Comeau has modified their schedule and have two separate crews performing Public Services duties on an alternating schedule. New reservations for the Beverly Park Pavilion are not being accepted at this time. The Village plans to operate under these modified policies through at least May 1, 2020. Wilson reported that to date, there have been 48 confirmed positive COVID-19 cases in the 48025 Zip code and reminded everyone to follow the Stay Home Order guidelines.

### **COMMUNITY ANNOUNCEMENTS**

None.

### **PUBLIC COMMENTS**

None.

### **CONSENT AGENDA**

Motion by Mooney, second by Abboud, be it resolved, the consent agenda is approved as published.

1. Review and consider approval of minutes of a regular Council meeting held March 17, 2020.
2. Review and file bills recapped as of Monday, March 30, 2020.

Roll Call Vote:  
Motion passed (7-0)

**BUSINESS AGENDA**

**SET DATE FOR FISCAL YEAR 20-21 BUDGET SESSION**

Council received a draft budget on April 7, 2020. Peddie asked that Council submit questions to administration by Friday, April 17 and those questions will be answered by Friday, April 24.

Motion by Peddie, second by Mooney, be it resolved the Fiscal Year 20-21 Budget Study Session will be held on Tuesday, April 28 at 7:00 p.m. remotely via Zoom.

Roll Call Vote:

Motion passed (7-0)

**PUBLIC COMMENTS**

None.

**MANAGER'S REPORT**

**Village Operations During COVID-19 Outbreak** – There have been many changes to Village operations in response to the COVID-19 outbreak. A summary of operations at this time is as follows:

- Village Hall remains closed to the general public. Certain members of Village staff are present Monday-Friday. All calls are being answered and returned. Village staffing levels have been modified to allow essential Village services to be carried out while limiting unnecessary contact between Village employees and the public. All Village staff reporting to the Village Hall are temperature screened daily.
- Trash and recycling collection will continue as regularly scheduled. Curbside yard waste collection will begin on Monday, April 6<sup>th</sup>. All trash for curbside collection should be bagged. The SOCRRA facility on Coolidge remains closed to the general public at this time.
- Water bills will continue to be issued and payments collected. All late penalties are being waived through the end of May. No residences are being shut off for nonpayment until further notice. Payments may be mailed in or dropped in the drop box outside the doors of the Village Hall. Arrangement are being made to begin accepting on-line payments.
- Building permits are being accepted and are being issued for essential work *only*. Per the State of Michigan, only construction projects that are "...necessary to maintain and improve the safety, sanitation and essential operations of a resident" are being allowed at this time. Non-essential projects will not be permitted or inspected and should be postponed until further notice.
- Beverly Park remains open, however social distancing guidelines remain in place. Playground equipment is closed as are the basketball courts, tennis courts, volleyball courts, adult playground equipment and pavilion. The trail is still open for walking.

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- Public Works employees are continuing to report to work and address all necessary issues as required. Village Administration has met with Comeau and staffing levels are being modified by Comeau to complete all work and maintain safety for their employees. All employees will remain on call at all times to respond to emergencies.
- Passport applications are not being processed until further notice.
- Reservations for the Beverly Park Pavilion are not being issued at this time. Those with reservations for the pavilion should not attempt to hold their events until the Stay Home Order is removed. It is the intent of the Village to offer full refunds to those whose existing reservations are impacted by the Stay Home Order.
- Planning Commission and ZBA meetings for April have been cancelled. Should regular public meetings for these bodies not be possible in May we will pursue the use of a teleconference meetings if necessary.

**FY 2020-21 Budget** – A draft copy of the FY 2020-21 budget will be provided prior to the meeting. Village Administration is continuing to work on putting the most up-to-date information in the budget document.

**2020 Census** – A quick reminder to all Village residents to complete your Census application as soon as possible. As of April 3, the Village had a 63% response rate to the Census. This is a higher rate than Oakland County or the State of Michigan. Let's keep it going.

**Essential vs Non-Essential** – The Village has received a lot of inquiries about what is considered “essential” vs “non-essential” with regards to services, trips, projects, etc. The Office of the Attorney General has offered guidance with regards to construction and residential services that “essential” means “...necessary to maintain and improve the safety, sanitation and essential operations of a residence.” This is the standard we are using at this time and until more specific guidance is provided. Per this standard, we would interpret the mowing of the grass to be essential as well as repairs to plumbing, HVAC systems and roofing repairs. General landscape projects, remodeling, and exterior decoration projects would not be essential and should be postponed until further notice.

**Public Safety-First Responders** – I can't really express fully in words the appreciation for our Public Safety Officers during this period. The Officers and Administrators of the Department have been working literally non-stop over the last few weeks to respond to the needs of the Village and assist our surrounding communities. Their workload and exposure will unfortunately only increase over the next few weeks. All of my respect, gratitude and appreciation to them and their families during this time.

### COUNCIL COMMENTS

George stated that he hopes people are taking the Stay at Home Order seriously and understands that it is difficult.

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Hrydziusko echoed George's sentiment and asked parents not to put children in situations where they are tempted to congregate in groups. She reminded people about the CDC's guidelines for wearing masks in public. She thanked the Public Safety Department for their continued efforts. She suggested reconsidering the RV restrictions in the Village during the COVID-19 outbreak for front-line workers who may need to utilize them.

Mueller echoed the above comments and asked residents to call and check on their neighbors, especially elderly neighbors, during this time.

Nunez noticed that people are doing a good job social distancing and thanked the medical community, Public Safety, and grocers for their hard work. He suggested people watch the Surgeon General's YouTube video on how to make masks at home.

Mooney thanked Peddie, Wilson, and Rutkowski for their efforts putting the virtual meeting together. He sends his best to the Comeau Equipment, Public Safety, and Village Office staff.

Abboud acknowledged Peddie's efforts guiding the Village through this time. He thanked Administration, Public Safety, drivers, medical community, and their families for their hard work right now.

Peddie echoed previous comments. She reminded everyone to keep the medical staff in mind and to practice social distancing. She thanked Rutkowski for putting together the Zoom meeting.

Motion by Peddie, second by Nunez, to adjourn the meeting at 8:03 pm.

Motion passed.

**Lee Peddie**  
**Council President**

**Kristin Rutkowski**  
**Village Clerk**