

Present: President Craig; President Pro-Tem Kennedy; Members: Downey, Munguia, Pfeifer, Stearn and Walsh.

Absent: None

Also Present: Village Manager, Hanlin
Assistant to the Manager, Pasieka
Public Services Director, Spallasso
Finance Director, Wiszowaty
Director of Public Safety, Woodard
Village Attorney, Ryan

President Craig called the meeting to order at 7:45 p.m. in the Village municipal building at 18500 W. Thirteen Mile Road.

APPROVE MINUTES OF JOINT COUNCIL AND PLANNING BOARD MEETING HELD ON WEDNESDAY, NOVEMBER 8, 2000

MOTION by Kennedy, supported by Pfeifer, that the minutes of a Joint Council and Planning Board meeting held on Wednesday, November 8, 2000 be approved as submitted.

Motion passes unanimously.

APPROVE MINUTES OF A REGULAR COUNCIL MEETING HELD ON MONDAY, NOVEMBER 20, 2000

A correction was made on page 8 to change the second paragraph to read: "It was the consensus of Council to authorize the Village Manager to sign the contract as long as the requirements set by Council are met and the amount is not greater than the amount approved by Council at a special meeting in October."

MOTION by Pfeifer, supported by Walsh, that the minutes of a regular Council meeting held on Monday, November 20, 2000 be approved as amended.

Motion passes unanimously.

PRESENTATION OF OPTIONS FOR WIRING THE COUNCIL CHAMBERS

Pfeifer reviewed that a portion of a grant from the cable company received by the consortium communities as part of the franchise renewal agreement will be allocated to Beverly Hills to equip its council chambers with permanent audio and visual equipment for the purpose of live broadcasts and taping of Council meetings. Assistant to the Manager Pasieka has been exploring the options for wiring the room for wall-mounted cameras and microphone system. He has been in communication with other communities and has sought the assistance of technical support personnel.

Pasieka presented an overview of his research into the hard wiring of this facility. The Village will receive a grant in the amount of \$75,000 for this project. The objective of this proposal is to be able

to broadcast all Council meetings live, while preparing a tape for re-broadcasting to the residents of the community. The system will improve the quality of the audio and visual presentations of the meetings including any public comments or presenter's use of visual aids.

Pasieka acknowledged individuals who have provided technical support for this undertaking. Jim Gillis, Assistant General Manager for Bloomfield Community Television (BCTV), has been assisting the Village. He has conducted a detailed analysis needed to prepare a bid sheet for the Village. Resident Bob Borgon, member of the Birmingham Area Cablecasting Board (BACB), has extensive background and experience in video productions from working first hand in the cable industry. Gillis and Borgon are working together on an overall recommendation.

Leslie Helwig from BCTV is present in the audience. Cablecasting Board chairperson Lex Kuhne is in attendance along with board administrator Kathryn Hagaman. It was explained that Bloomfield Community Television is a subcontractor of the Birmingham Area Cablecasting Board retained to provide public and governmental access programming for the consortium communities.

Council members have received written material providing background, analysis, and recommendations intended to give them the information and confidence to move forward with this project. Pasieka related that he has looked at a similar wiring project in the City of Brighton. Its council chamber was renovated with wall-mounted cameras, gooseneck microphones, hard wiring and a control panel area. Pasieka contacted a vendor recommended by MediaOne, Communications Systems Group (CSG). Members of administration have met with a representative and technician from that company to review the specifics of this facility and location. CSG provided a project estimate on the kinds of facilities the Village would need.

Pasieka reviewed the recommendations for equipping the council chambers with audio/visual apparatus. The list includes three wall-mounted cameras, twelve gooseneck microphones permanently mounted on the council table, two wireless microphones, speakers, video projector with screen capabilities and hookups for power point presentations with a direct feed to the viewing public. A control panel will be constructed with editing capabilities.

A work surface console will be used to operate the equipment. One operator can control the audio and visual presentation. It is estimated that an area of about 35 SF is needed to install this console to be operated by BCTV. It is recommended for security reasons that a small area be constructed in the current council chambers to accommodate the console and operator.

Pasieka commented that the assumption is made in the proposed plan that the Village council chambers will remain as it is with no change the current structure. The physical layout of the room could be modified at Council's request. With the concurrence of Council, the next step will be to prepare bid specifications and solicit proposals for the equipment.

Pfeifer asked Jim Gillis from BCTV to discuss the enhancements he suggests be included in this proposal. Gillis stated that an edit controller could be purchased with the deck recording package at a nominal cost. It would allow the Village to edit remote shots to put together a show outside the

scope of Council meetings. The cost would be approximately \$1,000 or less. A graphics machine could display the agenda prior to a Council meetings, the name of the person speaking, facts and figures during a discussion, and otherwise add to the presentation. The cost is approximately \$3,000 for a graphics generator. Whoever is trained to operate the control panel can do the editing. The panel operator could be the new PEG access provider, an interested resident, or member of the Beverly Hills staff.

In answer to an inquiry, Kuhne assured the Council that the equipment and control room is specifically intended to be a service and utility for Beverly Hills. The room is being fitted to cover Beverly Hills meetings. Kuhne and Borgon answered questions about the use of the mobile van. Questions from council were addressed regarding video projection capability and how it will be integrated into the system. Borgon explained that the plan includes a direct visual presenter document camera and stand. There will be a direct feed from the documents presented into the console. BCTV will supply the person to operate the console.

The arrangement of the council chambers was a topic of discussion. Council and administration can rethink the current layout and formulate a plan for the configuration of the room. The equipment purchase would remain the same.

Pfeifer thinks that the plan before Council offers maximum flexibility and coverage for the room, and she recommends preparation of a detailed bid sheet of equipment needed to equip the council chambers. It is the Village's responsibility to go out for bids. The bid tabulation will be forwarded to the Cablecasting Board for its approval of the expenditure. Pfeifer suggested that the bidding process for constructing a wall to create a control room in the council chambers be separate from the bid proposal for equipment purchase.

Pfeifer commented that the maintenance of the equipment is still a talking point for the Cablecasting Board. Council should know whose responsibility it will be to maintain the equipment.

Council approval is needed to authorize Bob Borgon and others to work with Jim Gillis from BCTV on compiling a detailed bid list of equipment and wiring needs for the council chambers. During the next month Council will decide on the layout of the council chambers and location of the control room. Bids will then be solicited for the equipment and for the construction of a control room.

MOTION by Pfeifer, supported by Kennedy, that the Village Council authorize administration to proceed with the preparation of a detailed bid list of equipment to equip the Beverly Hills council chambers with permanent audio and visual equipment for the purpose of live broadcast and taping of Council meetings.

Motion passes unanimously.

APPROVE TRANSFER OF CABLE FRANCHISE FROM AT&T TO COMCAST CABLEVISION SOUTH

Before Council for consideration is a resolution granting consent to the Request for Transfer of the cable television franchise from MediaOne of Michigan to Comcast Cablevision of the South, Inc.

The circumstances that led to this transfer of the cable television franchise involve a situation where Comcast and AT&T were bidding for control of MediaOne. AT&T and Comcast agreed to cease competing for MediaOne through a settlement that involved an exchange of assets. AT&T would buy MediaOne and transfer to Comcast subscribers in various locations so that Comcast and AT&T would be better able to cluster their cable operations to provide a more efficient operation for their member communities. The Detroit area is one of those areas that is being transferred to Comcast in settlement of that bidding war.

Pfeifer related that the Birmingham Area Cablecasting Board and its legal counsel have reviewed the documents with respect to the Request for Transfer. After careful consideration of all the material, the Cablecasting Board recommends approval of the resolution granting consent to the transfer with certain conditions. Pfeifer read the resolution.

RESOLVED by Pfeifer, supported by Stearn, to approve the Resolution Granting Consent to the Assignment of the Cable Television Franchise.

Roll Call Vote:
Resolution passes unanimously.

Mike DiMaria representing MediaOne and Comcast addressed a question about service centers. Comcast intends to enhance the current call centers by building a new, state-of-the-art call center in Macomb County to service the east side of the metro Detroit market. The center in Southfield now handles calls from Detroit and Flint. The facility currently being used in Plymouth will stay in place and retain the same MediaOne base that it currently serves. The three call centers will be interconnected in order to accommodate any overflow calls.

In answer to an inquiry, DiMaria stated that there is one node left to be certified for high speed Internet access in Birmingham. All nodes have been certified in Beverly Hills.

Roll Call Vote:
Resolution passes unanimously.

A COPY OF THE RESOLUTION IS ON FILE FOR REVIEW AT THE VILLAGE OFFICE

ACCEPT NORM ROBINER=S RESIGNATION AND MAKE FIRST ANNOUNCEMENT OF VACANCY ON THE PLANNING BOARD

Council has received a letter of resignation from Planning Board member Norman Robiner. Robiner has indicated that he can no longer fulfil his duties due to recent surgery and greater demands on his personal time. Walsh acknowledged Robiner=s contributions to the Village and commented that the Planning Board will miss his expertise.

MOTION by Walsh, supported by Kennedy, to accept the resignation of Norman Robiner from the Planning Board with deep regret.

Motion passes unanimously.

Walsh made the first announcement of a vacancy on the Planning Board. He presented background information on the responsibilities and recent undertakings of the Planning Board. Interested individuals should contact the Village office for an application to serve on the Planning Board.

Craig commented that he enjoyed Norm Robiner=s friendship while he was serving on the Planning Board and wishes him all the best.

APPROVE PURCHASE OF FUND BALANCE COMPUTER SOFTWARE UPGRADE

Wisowaty informed Council that the Finance Department was planning an upgrade of its FundBalance software in the next fiscal year. The current FundBalance program is a DOS-based product. The FundBalance company has notified the Village that it is converting its software to a Windows environment and will not support the DOS based programs after next spring. The company will not be able to provide the Village with any upgrades or maintenance of its current FundBalance program. They recommend an upgrade to the FundBalance 32 system.

Wisowaty stated that Council has approved computer hardware upgrades in the Village office to a network system using the Windows operating system. It makes sense for the Village to incorporate new software for the Finance Department into this plan. Wisowaty recommends that the Village accept the proposal from FundBalance in the amount of \$18,495.00 for an upgrade to the FundBalance 32 system.

The programs offer full conversion of the Village=s current data. Since this is an upgrade to existing software programs, bids were not solicited from other companies. FundBalance remains the industry standard for fund accounting software in Michigan and only serves their product. It would be cost prohibitive to implement a new software system and necessary support and training.

Wisowaty stated that the Village will receive updates as part of the new software program that will assist with upcoming changes in the reporting of general purpose financial statements that will be required in about two years under Governmental Accounting Standards Board (GASB) rules.

Questions from Council on the product and the need to purchase the software before the next fiscal year were addressed by Wisowaty.

Funds were not budgeted for this software upgrade in the 2000-2001 fiscal year. Council would be required to amend the budget for this line item in June of 2001.

RESOLVED by Pfeifer, supported by Kennedy, that the Village Council authorize administration to make a capital purchase of a software program from the FundBalance company in the amount of \$18,495.00; Account #401-905-977.01 Capital Projects Fund will be charged in the amount of \$7,864.83; Account #101-900-977.02 of the General Fund will be charged \$10,630.17.

Roll Call Vote:

Resolution passes unanimously.

APPROVE PURCHASE OF REPLACEMENT PATROL VEHICLE AND UTILITY VEHICLE FOR THE DEPARTMENT OF PUBLIC SAFETY

Funds were allocated in the 2000/01 fiscal year for the purchase of a patrol vehicle and a new utility vehicle for the Department of Public Safety. The new patrol vehicle will replace a 1998 Ford Crown Victoria with over 70,000 miles. That vehicle will be sold. The department recommends awarding the purchase of a new 2001 Ford Crown Victoria patrol vehicle to the second low-bidder, Signature Ford of Perry, Michigan in the amount of \$21,250.30 through the Macomb County cooperative bid arrangement. Included in the purchase will be the cost of transferring equipment from the old vehicle.

RESOLVED by Downey, supported by Kennedy, that the Council for the Village of Beverly Hills authorize the purchase of one new 2001 Ford Crown Victoria patrol car in the amount of \$21,250.30 from Signature Ford of Perry, Michigan, in accordance with the Macomb County Cooperative Bid agreement. Funds are available for this purchase in Account #101-900-978; Capital Purchases; Vehicle Purchases;

BE IT FURTHER RESOLVED that the Council authorize the expenditure of funds not to exceed \$2,000 for the provision of changeover labor and parts to convert the new patrol car at time of delivery. Funds are available for this expenditure in Account #101-345-852; Radio Maintenance.

Questions from Council and resident Sharon Tischler on the vehicle purchase and status of vehicles in the fleet were addressed by Director Woodard.

It was noted that it has been the practice of the department to replace or remove patrol vehicles from service once mileage of approximately 60,000 is reached. Council members questioned this assumption and suggested reconsidering the current practice of replacing vehicles.

Woodard stated that there is a point at which diminishing returns are experienced because of repairs and maintenance on a vehicle that is used daily. He noted that the Finance Committee will be discussing fleet issues at its next meeting.

Roll Call Vote:

Resolution passes unanimously.

Downey stated that the Public Safety Department is recommending the purchase of one 4 x 4 patrol/utility vehicle. This new vehicle will replace the 1994 Jeep Cherokee currently being used as a front line patrol vehicle. The 1994 model will replace a 1996 Pontiac van in the fleet that was previously used by the building official and for deliveries. The Pontiac van will be sold. The 1994 Jeep will be used by the civilian department aide to make deliveries and shuttle equipment for repair.

RESOLVED by Downey, supported by Walsh, that the Council for the Village of Beverly Hills authorize the purchase of one new 2001 Jeep Cherokee Sport patrol/utility vehicle in the amount of \$22,195.55 from Golling Chrysler Jeep of Bloomfield Hills, Michigan, in accordance with the Oakland County Competitive Bid agreement. Funds are available for this purchase in Account #101-900-979; Capital Purchases: Vehicle Purchases;

BE IT FURTHER RESOLVED that the Council authorize the expenditure of funds not to exceed \$3,000 for the provision of changeover labor and parts to convert the new patrol/utility vehicle at the time of delivery. Funds are available for this expenditure in Account #101-345-852; Radio Maintenance.

Questions from Council on this vehicle purchase were addressed by Woodard.

Roll Call Vote:
Resolution passes unanimously.

REVIEW OF PUBLIC WORKS PROJECTS

Public Services Director Renzo Spallasso presented an update on the status of the following 26 major projects in the Village. Questions and comments from Council were addressed during his presentation. A copy of the written status report is available for public review.

Amherst/Sheridan Sewer Relief	2001 Asphalt Streets Resurfacing
2000 Concrete Repair Program	13 Mile Road (Southfield-Greenfield)
Birmingham Public Schools projects	13 Mile Road (Southfield-Evergreen)
Southfield Road	Downspouts Disconnection Program
13 Mile Road Bridge	Evergreen/Farmington Sewage Disposal Sys.
Catch Basin Restriction Program	Rummell Drain
Phase II Sewer Replacement	Private Developments
MDEQ Storm Water Permit	14 Mile Road Improvements
Acacia Relief Sewer	Existing Sidewalks Survey
Evergreen Road North Bridge	Traffic Volumes Studies
Stafford Paving	Operation & Maintenance of Infrastructures
Coryell Estates Paving	George W. Kuhn - 12 Towns Project
Water Main Replacement	Southeastern Oakland County Water Auth.

APPROVE BILLS

MOTION by Pfeifer, supported by Downey, that the bills from the period of 11/21/00 through 12/04/00 be approved for payment in the following amounts:

\$203,926.16	General Fund
7,587.52	Major Road Fund
14,937.10	Local Road Fund

1,052.94	Capital Projects Fund
113,882.96	Dedicated Millage
692.03	Planning & Engineering Fund
<u>10,390.75</u>	Water/Sewer Operation Fund
<u>352,469.46</u>	Total

Questions on the bills were addressed by administration.

Motion passes unanimously

LIAISON'S REPORT

Pfeifer stated that the Finance Committee will meet on Tuesday, December 12 at 7:00 p.m. The committee will be discussing an update of the five year financial plan. The Cablecasting Board will meet on Wednesday, December 20 at 7:45 a.m.

Pfeifer commented that the Council's use of a consent agenda format was mentioned tonight as part of the discussion regarding hard wiring of the council chambers. The proposed editing equipment would enable the Village to display items on the agenda that would be included in the consent agenda for the benefit of viewers at home.

Stearn stated that the regularly scheduled Parks and Recreation Board meeting for December has been canceled. He announced that the Winter Family Fun Day will be coming up in January.

Kennedy reported on the Retirement Board meeting held last week on November 21. The Personnel Committee will meet on Monday, December 11 at 7:00 p.m.

Kennedy congratulated both the Birmingham Community House and the Birmingham Community Coalition on a fine job of sponsoring a teen night out recently. It was a successful event.

Walsh reported that the Planning Board will meet next Wednesday at 7:30 p.m.

Downey made note that Council members received written information tonight on a future agenda item regarding a proposal from the public safety department for purchase of new weapons for the officers. Any questions or comments can be directed to the public safety department. Downey indicated that the purchase is proposed to be made with drug forfeiture money.

Munguia stated that the Zoning Board of Appeals will meet on Monday, December 11 at 7:30 p.m. to review three cases.

MANAGER'S REPORT

Hanlin reported that a tentative agreement was reached today with the Public Safety Officers union. The tentative agreement will be presented to the union membership on December 11 for ratification.

A ratified agreement would then come before Council for approval. At this point it looks like a successful conclusion to a long process.

PUBLIC COMMENTS

Sharon Tischler of 21415 Virmar Court questioned whether the Village has any means of enforcing the removal of leaves from drains in the ditches on residential property. Spallasso responded that he can request residents to remove leaves that interfere with a public utility. Code enforcement matters are typically handled by the building official. Spallasso indicated that he and the building official share this type of information and the responsibility of pointing out problems to a property owner.

Tischler understands that traffic signals at certain intersections in the area are being timed and coordinated to improve traffic flow. She asked if this has occurred. Spallasso stated that this will be a springtime project involving trunk lines in terms of county-wide signals. He does not think Beverly Hills will be affected. The controllers for the Southfield Road signals are working properly. He added that the Road Commission will not change the timing on any signal in the Village without his knowledge.

Tischler brought it to the Village's attention at the last Council meeting that there are vehicles parked in road rights-of-way with "for sale" signs on them. She spoke with the building official about this, and the two vehicles she pointed out have been moved. Tischler read from a section of the Uniform Traffic Code where this topic is addressed and noted that the public safety department has the authority to enforce removal of these cars in the right-of-way.

Southfield Township Clerk Tischler stated that she mailed applications for absentee ballots to township residents 60 years of age or older that could be used for the August primary and the November election. If there is an interest on the part of Council to mail absentee ballot applications to its residents in January for the March election, a decision will have to be made soon. If a resident chooses to vote absentee, they fill out the form and return it to the Village office. When ballots are available, they are mailed to those residents.

There is no requirement to do this, and it is not something the Village has done in the past. If Council is interested in doing this, costs could be prepared for Council consideration. The current practice is for residents to call or visit the Village office and request an application for absentee ballot. Craig suggested that this could be investigated by Village administration and brought before Council at their discretion.

COUNCIL COMMENTS

Craig referred to an inappropriate story published in last Thursday's Eccentric newspaper regarding the Village's labor negotiations with the Public Safety Officer's union.

Munguia noted that 59 years ago in December an event took place that changed a lot of lives in this country. December 7 is Pearl Harbor Remembrance Day.

Downey thanked Norm Robiner for his service on the Village Planning Board. He will be missed.

Downey mentioned an ongoing problem with the restoration of ground in the public rights-of-way after they are used by utility companies. There are currently rutted areas made by telephone company technicians at the entrance to Georgetown Subdivision.

Spallasso concurred that this has been a problem. Utility companies maintain that they do what they have to do, often during emergency conditions. They are remiss in restoration of the rights-of-way.

Downey suggested that it could be part of a ground water retention policy to include some enforcement to get residents to keep leaves from obstructing the drains in their ditches.

Downey mentioned that Village of Beverly Hills meeting minutes are posted on the Village web site.

Walsh mentioned that there are three utility poles within a span of 25 feet on Groves High School property on Evergreen Road near the convention center. Renzo will look into this.

Walsh observed a traffic counter today on Evergreen Road near 14 Mile Road. Renzo stated that he placed traffic counters to check for volumes at this location and at 13 Mile and Evergreen. Spallasso mentioned an upcoming project in conjunction with the City of Southfield to improve the left turn movement in terms of the signal at 13 and Evergreen Roads. A traffic count is being taken in anticipation of that project.

Pfeifer read a public notice in the Eccentric newspaper for a public hearing and opportunity to comment on the 248 area code relief plan. The Michigan Public Service Commission will hold a public hearing on December 11 at 1:30 p.m. in the city council chambers in Pontiac.

Pfeifer reminded the viewing audience and those who attend Council meetings that Council meetings will commence at 7:30 p.m. beginning the first meeting in January. The Council meetings in January will be held on the first and third Tuesdays of the month due to New Year's Day and Martin Luther King, Jr.'s Birthday.

Kennedy bid farewell to Norm Robiner from his service on the Planning Board. He has been an asset to that body, and he will be missed. Kennedy complimented and thanked Pasioka and Pfeifer for a well prepared presentation on the cable wiring of the council room.

Craig commented that the Woman's Club will be holding a luminary sale in the Village municipal building on Saturday, December 16.

MOTION by Downey, supported by Kennedy, to adjourn the meeting at 10:52 p.m.

Motion passes unanimously.

Andrew Craig

Ellen E. Marshall

Council President

Village Clerk