



**CITY OF AUBURN HILLS**  
Regular City Council Meeting  
Minutes

May 21, 2018

**CALL TO ORDER:** Mayor McDaniel at 7:00 PM  
**LOCATION:** City Council Chamber, 1827 N. Squirrel Road, Auburn Hills, MI 48326  
Present: Mayor McDaniel, Council Members Burmeister, Hammond, Kittle, Knight, Moniz, and Verbeke  
Absent: None  
Also Present: City Manager Tanghe, City Attorney Beckerleg, City Clerk Pierce, Police Lt. Gagnon, City Planner Keenan, DPW Director Melchert, Mgr of Fleet & Roads Brisson, Deputy DPW Director Stahly, Mgr of Municipal Properties King, Management Assistant Intern Benoit

23 Guests

City Council agreed to add item 9c, Cross Connection Inspection letter to the agenda.

**4. APPROVAL OF MINUTES**

4a. City Council Workshop Minutes – May 7, 2018

**Moved by Knight, Seconded by Moniz.**

**RESOLVED: To approve the City Council Workshop Minutes of May 7, 2018.**

**VOTE: Yes: Burmeister, Hammond, Kittle, Knight, McDaniel, Moniz, Verbeke**  
**No: None**

**Resolution No. 18.05.070**

**Motion Carried (7 - 0)**

4b. Regular City Council Minutes – May 7, 2018

**Moved by Kittle, Seconded by Verbeke.**

**RESOLVED: To approve the City Council Minutes of May 7, 2018 as amended.**

**VOTE: Yes: Burmeister, Hammond, Kittle, Knight, McDaniel, Moniz, Verbeke**  
**No: None**

**Resolution No. 18.05.071**

**Motion Carried (7 - 0)**

**5. APPOINTMENTS AND PRESENTATIONS**

**6. PUBLIC COMMENT**

**7. CONSENT AGENDA**

All items listed are considered to be routine by the City council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

7a. Board and Commission Minutes

7a1. Planning Commission – May 9, 2018

7b. Proclamation Designating the Week of May 20-26 National Public Works Week

**RESOLVED: To approve the proposed Proclamation designating the week of May 20-26 National Public Works Week. (Attachment A)**

**Moved by Knight, Seconded by Hammond.**

**RESOLVED: To approve the consent agenda.**

**VOTE: Yes: Burmeister, Hammond, Kittle, Knight, McDaniel, Moniz, Verbeke**  
**No: None**

**Resolution No. 18.05.072**

**Motion Carried (7 - 0)**

**8. OLD BUSINESS**

**9. NEW BUSINESS**

9a. Motion – To approve the Special Land Use Permit and Site Plan / Kasper Machine Company

Mr. Keenan introduced the request from Cunningham-Limp Development Company to construct a new 33,520 square foot corporate headquarters and manufacturing facility for Kasper Machine Company. The 4.63 acre parcel, which is zoned I-1, Light Industrial District, is generally located on the south side of Atlantic Boulevard, just west of Giddings Road. Mr. Keenan explained the applicant is also requesting Special Land Use Permit Approval to landbank 34 of the required 64 parking spaces, leaving 30 parking spaces for employees and visitors.

Mr. Sam Ashley of Cunningham Limp Development Company, 28970 Cabot Drive, Suite 100, Novi, MI 48377 offered to answer any questions.

Ms. Hammond questioned if there would be signage along I-75. It was clarified that there will be signage on the building along I-75 but not along the road. The calculations for the signs are being discussed but no decisions have been made at this time. Once the details have been discussed, then a proper Site Plan will be submitted for approval.

Mr. Knight was pleased to hear that this building is being purchased because that shows they are wanting to stay within Auburn Hills for a great length of time. It was also shared that the north side of the property is buildable and plans will be presented for approval at a later date.

**Moved by Kittle, Seconded by Moniz.**

**RESOLVED: To accept the Planning Commission’s recommendation and approve the Special Land Use Permit and Site Plan for Kasper Machine Company subject to the conditions of the City’s Administrative Review Team.**

**VOTE: Yes: Burmeister, Hammond, Kittle, Knight, McDaniel, Moniz, Verbeke  
No: None**

**Resolution No. 18.05.073**

**Motion Carried (7 - 0)**

9b. Motion – To approve 2018 Annual Storm Structure Rehabilitation Program

Mr. Brisson shared updates regarding the cleaning and inspection of the catch basins throughout the City. He stated that the City has 565 structures and 83 were found to have minor deficiencies. The structures that were treated last year with polymear spray are holding up well.

Mr. Kittle shared his concerns about the amount of time it is taking to complete this project. He is looking for preventative options for this issue.

Mr. Brisson stated that neighboring communities are using the polymear spray and are finding that the catch basins are lasting 5-7 years before they are needing to be rebuilt.

Mr. Moniz asked if the deterioration of the catch basins were due to the salt of the roads. Mr. Brisson confirmed salt could be a contributing factor. The department is asking for \$44,027 to take care of the repairs for 83 basins.

**Moved by Moniz, Seconded by Verbeke.**

**RESOLVED: To the approve Polymer Rehabilitation Services for catch basin repairs from Havener Tech, LLC, 433 Elmwood Road, Troy, MI 48083 for a not-to-exceed amount of \$44,027.35. Funding is provided from the Roads Operating Budget, accounts 202-452-935.000STORMREHAB and 203-453-935.000STORMREHAB.**

**VOTE: Yes: Burmeister, Hammond, Kittle, Knight, McDaniel, Moniz, Verbeke**

**No:           None**

**Resolution No. 18.05.074**

**Motion Carried (7 - 0)**

9c. Cross Connection Inspection Letter

Mr. Melchert presented the topic of cross connection and backflow. It was stated that a Federal Mandate was ordered in 1979 for Cities to inspect and regulate the issue of cross connections to prevent the concern of backflow into the water system. A cross connection is when a container is connected to the cities domestic system, i.e. drinking water, and if the systems are not installed properly there could be an issue of backflow causing a health concern. The City of Auburn Hills has an ordinance that relates to the Federal Mandate, Division 3, Sec 74-171 – 172 (Ordinance 634). A short two minute video was shown.

Mr. Melchert shared that unfortunately two letters regarding this issue of inspection were sent to the residents of Heritage in the Hills. The letters were poorly written and had conflicting deadlines within the two letters. Mr. Melchert did apologize for the confusion.

Mayor McDaniel did thank the residents for being on top of the issue. He also thanked them for sharing their concerns with City Council members and being present at the meeting. Mayor McDaniel also thanked the Staff for being on top of the issue and is confident that the confusion will be rectified and clarified.

Mr. Burmeister asked if the video that was just shown could be placed on the website to educate people of the issue. Mr. Melchert confirmed that the video will be placed on the website as well as a FAQ letter will be sent to the residents.

Mr. Kittle shared many concerns regarding this project and the process. He shared that the letters that had been sent out were poorly written, contained conflicting information, and that there were database issues with the address labels and overall confusion to the residents that received this information from the City.

Mr. Melchert stated that at one time the State required the inspections to be every five years but in 2011 the State changed that requirement to every three years. These requirements come from the Michigan Department of Environmental Quality, MDEQ, and there is a heavier push to ensure that the water quality is at safe levels. The Heritage in the Hills subdivision was selected first due to a majority of the residents being in compliance with the requirements. He stated that the City should have proof that an inspection was completed in the past and those homes will not need to be inspected this year. The City does perform cross connection inspections on new builds.

Mr. Moniz was contacted by several residents regarding this issue and is thankful for the clarification that Mr. Melchert presented. He is confident that a good plan will be put together. He questioned which areas are to be inspected and the costs that will be involved.

Mr. Melchert stated that all homes will be inspected and that the fees vary for the inspections.

Mayor McDaniel questioned if there is a way to ensure that residents are not gouged by inspectors. He asked if this should be treated like an RFP and questioned if it would be wise to hire part time/seasonal help during this busy time of the year.

Mr. Melchert explained that this issue has gone to bid in the past and that the bid recipients stopped responding to phone calls after some time. He also stated that while Mr. Innes, DPW Crew Leader, is trained and qualified to inspect, he is now able to make repairs. He stated that each subdivisions HOA should be in charge of the repairs and contacting contractors, the City should only be assisting.

Ms. Verbeke questioned if there was a database created so that compliant residents wouldn't be contacted with the notification of inspection. Mr. Melchert confirmed that there is an existing database.

Mr. Knight recalls talking about this issue two years ago and would like to see action taken place so that this issue does not repeat in the future.

Mr. Burmeister asked if there were a list on contractors that could be contacted to aid in the inspection process. Mr. Melchert stated that there is a list of contractors currently on the website.

Mayor McDaniel again acknowledged that there was an issue with the letter but he has confidence that staff will make sure that the City moves forward with correcting the situation. The Staff has acknowledged that there were mistakes with the situation.

Mr. Richard George of 3844 Hillsdale Drive, President of the Homeowners Association for Heritage in the Hills, spoke on behalf of his subdivision. He shared his frustration with this subdivision being the first to receive the inspection letters because they received the letter last year. He also shared that some residents are older or widowed and were not able to understand what was going on with the letter. He stated that he was able to find two other cities in the State of Michigan that distributed better information than the City of Auburn Hills. He stated that a “heads up” letter would have been appreciated so that residents would know what was coming.

Mayor McDaniel stated that Heritage in the Hills was chosen first due to the fact that many were already in compliance with the City Ordinance.

Mr. Jim Carroll of 3626 Camden Court also spoke on behalf of the Heritage in the Hills residents. He shared that he hopes to see better filtering on the database because his home received the same letter twice and his name was never on it, however when he receives a bill or an assessment letter it is addressed to him. He feels there needs to be accuracy from the City. He also stated that the information shared needs to be at a level of understanding to the community, there are examples of procedures that can be copied and the City does not need to recreate the wheel. Mr. Carroll stated that there should be a list of FAQ's on the website.

Mayor McDaniel explained that this portion of the meeting was not a time of decision making but a time for the public to be heard. Staff will take a look at all the issues regarding the process that was taken.

## **10. COMMENTS AND MOTIONS FROM COUNCIL**

Mr. Kittle

- Shared his frustrations with the Cross Connection letter, database issue, and the overall communication from the City. He asked that Council set policy that when a communication is to be sent that it is reviewed before being put in the mail. He would like to see permanent corrective action, to prevent this from happening again.
- Reported that the Squirrel Road and Tienken Road area needs to be looked at as it appears to be crumbling.
- Shared a concern from a resident that received a water bill in May for \$450 for their sprinklers. He asked that staff look into the issue. He was under the impression that the meter had not been read for a year. He voiced his concern and shared that this is yet another communication issue.

Ms. Verbeke

- Stated that OCRC needs to be contacted to inspect the ramp at I-75 at Joslyn.
- Shared that she received an email stating that the Public Safety Advisory Committee meeting next week will be postponed due to a large purchase. She would like to have direction stating that there should not be any large purchases until the new chief is seated. Mayor McDaniel clarified that the large purchase is for the SCBA equipment for the FD and is due to be replaced. Mr. Tanghe stated that the purchase price is an extension on a bid price from August and will expire soon so action must be taken. He will speak to the incoming Chief about the purchase.
- Shared that she received the notification from Oakland County regarding renewal of dog licenses.
- Thanked Ann Doyle and Pat Grace from Waste Management for helping with the kids at the school exhibition.

- Thanked Mr. Melchert and his crew for the quick response to the flooding of Brown Road on Sunday.
- Reminded people of the route change of the Memorial Day parade, staging will be at 10:15AM at the High School and the parade will start at 11AM.
- Discussed the issue of personnel living further than 25 miles from the City borders. Mayor McDaniel clarified that the issue being discussed is based on union language and since department heads are not part of union, this issue don't apply. He clarified that there are several department heads that live outside the 25 mile radius but the issue of First responders living within the 25 miles of the City makes sense. Mr. Burmeister questioned if there should be something in writing that stipulates mileage and stick to it. Mayor McDaniel stated that he is not concerned with mileage nor the time frame to get a department head to the City when every shift is ran with supervisors.

Mr. Moniz

- Questioned Mr. Melchert regarding the grass cutting and with the contractor concern. Mr. Tanghe stated that there was a dispute with the contractor for grass cutting, the contractor walked away. The City is currently relying on our Public Works Department to cut the grass as he moves forward with making and emergency purchase/hire, based on code 2-214 emergency purchasing manner..

Ms. Hammond

- Clarified that the discussion that took place last summer regarding new construction and back flow inspections was being done. Mr. Melchert stated that Mr. Innes is completing the inspections with the new constructions. He has seen a few violations but the issue is corrected before tickets are issued.
- Reported that even with the rain and cooler weather, the perennial exchange did take place.
- Asked that with the construction on North Auburn and Squirrel, a temporary sign be displayed to help during the busy times and people turning left.
- Shared her perplexity that there no longer a synopsis on the website. She contacted the former City Clerk to clarify if it had been done in the past and she would like to see the synopsis reinstated to the website. Mayor McDaniel stated that he did not recall having one in the past several years and questioned the current City Clerk. Ms. Pierce responded that the synopsis only contains motions and actions and that if City Council would like it posted it can be done, however, it has not been posted for the past year and a half. She noted that only the approved minutes are posted on the website. After discussion, there was a consensus that City Council did not have a preference to the synopsis being posted on the website. It was discussed that no one is looking for it, City Council didn't want to create more work for staff and to keep doing what is currently being done.

Mr. Knight

- Commented that he is pleased with the downtown developments and that they are doing well.
- Recalled being at the Clinton River gathering on Friday. He was pleased to see Mr. Shawn Keenan as the lead person.
- Recalled having a good conversation after the Clinton River gathering and had a discussion regarding the construction of Adams road. Mr. Knight made a promise several years ago that he would make sure that every road in Auburn Hills was paved and to his recollection Butler road is the only remaining road unpaved at this time.
- Shared his delight of the Martinrea presentation.
- Shared that the City is very fortunate with the current road project and asked when the other four projects will start. Mr. Melchert shared that the next road project will start in June. Mr. Tanghe stated that Mr. Cohen is keeping him updated with the building projects and Mr. Keenan stated that the Riverside towns are scheduled to begin in Spring of Summer of this year.

Mr. Burmeister

- Stated to Mr. Tanghe his appreciation of the meet and greet with the new Fire Chief and sought clarification on her hire start date. Mr. Tanghe stated that most of the pre-employment requirements have been completed however, a date will not be set until all the information is in.
- Asked for an update on the construction meetings that are taking place for the downtown developments. Mr. Tanghe stated that Mrs. Seimers is involved as well is Mr. Brisson and OHM. The meetings take place on Thursdays at the Den and the project is moving along nicely.
- Shared his concern with not receiving his City Council mail in a timely manner. Mr. Tanghe stated that he has informed his staff to make sure Council is aware of the events.

Mayor McDaniel

- Thanked Mr. Clarence Bennett, a longtime resident and former Chairman of the TIFA for his leadership and his engagement in the City. Mr. Bennett will be moving to Washington DC but took a moment to thank him for everything he has done. A round of applause was given for his commitment and service to the City.

**11. CITY ATTORNEY'S REPORT**

**12. CITY MANAGER'S REPORT**

Mr. Tanghe –

- Asked Ms. Hammond to share what it is exactly with her vision for the flower boxes downtown and the discussion of annuals vs. perennial flowers. Ms. Hammond explained that she would like DPW to construct the boxes so that perennials bulbs can be planted and be a money saving idea for the future.
- Thanked everyone that attended the chilly May 11, ground breaking of the amphitheater.
- Congratulated Martinrea on the ribbon cutting ceremony and the platform of guests.
- Invited everyone to join City Council on June 11th for new Police Chief swearing in ceremony.

**13. CLOSED SESSION**

13a. Motion - To meet in closed session to discuss labor negotiations pursuant to MCL 15.268 8(c) of the Open Meetings Act.

**Moved by Verbeke, Seconded by Moniz**

**RESOLVED: To meet in closed session to discuss labor negotiations pursuant to MCL 15.268 8(c) of the Open Meetings Act.**

**VOTE: Yes: Burmeister, Hammond, Kittle, Knight, McDaniel, Moniz, Verbeke**

**No: None**

**Resolution No. 18.05.075**

**Motion Carried (7 - 0)**

City Council recessed to Closed Session at 8:33 PM.

The meeting reconvened in Open Session at 9:38PM.

**14. ADJOURNMENT**

Hearing not objections, the Mayor adjourned the meeting at 9:38PM.

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**Kevin R. McDaniel, Mayor**

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**Laura M. Pierce, City Clerk**



# PROCLAMATION

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## **NATIONAL PUBLIC WORKS WEEK MAY 20 – 26, 2018**

WHEREAS, Public Works services provided in our community are an integral part of our citizen's everyday lives; and

WHEREAS, these services include maintenance of public facilities, roads, sewer and water systems, trees, vehicles and emergency services including snow removal; and

WHEREAS, the health, safety and comfort of residents of Auburn Hills greatly depend on the dedicated efforts of Public Works employees, who deliver services in a skilled and comprehensive manner; and;

WHEREAS, the theme of 2018 National Public Works Week is "The Power of Public Works" This year National Public Works Week celebrates the vital role public works plays in connecting us all together. As the cornerstone of civilization, public works provides, maintains, and improves the structures and services that assure a higher quality of life for our communities. Its streets, roads, bridges, and public transportation keep us linked together from coast to coast, and its clean water and sanitation services keep us healthy and allow our communities to grow and prosper.

WHEREAS, National Public Works Week is an appropriate and timely opportunity to formally thank all of the City of Auburn Hills Public Works Employees for their continued extraordinary service to the community, and;

NOW, THEREFORE, BE IT PROCLAIMED by the Mayor and City Council that the week of May 20-26, 2018, is recognized as National Public Works Week; and I urge all citizens to recognize the contributions which public works employees make every day to our health, safety, comfort and quality of life.

Dated this 21st day of May, 2018.

Kevin R. McDaniel, Mayor