



**CITY OF AUBURN HILLS**  
**REGULAR CITY COUNCIL MEETING**  
**MINUTES**

**SEPTEMBER 23, 2024**

---

**CALL TO ORDER &** Mayor Marzolf at 7:00 PM.

**PLEDGE OF ALLEGIANCE:**

**LOCATION:** Council Chamber, 1827 N. Squirrel Road, Auburn Hills MI

**ROLL CALL:** Present: Council Members Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, and Verbeke

Absent: None

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Attorney Beckerleg, City Clerk Pierce, Chief of Police Gagnon, Fire Chief Massingill, Community Development Director Cohen, Asst to Dir./Construction Coord. Lang, DPW Director Baldante, Mgr of Municipal Properties Wisser, Mgr of Roads & Fleet Hefner, Economic Development Mgr Carroll, HR Mgr Parpart, FGC Mgr Hierlihy, Assistant to the Manager Hagge, Engineer Juidici

8 Guests

A workshop session was held prior to the regular City Council meeting at 5:30 PM. Workshop Topic: Budget Workshop (1 of 2).

**4. APPROVAL OF MINUTES**

4a. City Council Regular Meeting Minutes, September 9, 2024.

**Moved by Knight, Seconded by Fletcher.**

**RESOLVED:** To approve the City Council Regular Meeting Minutes of September 9, 2024 as corrected.

**VOTE:** Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke

No: None

**Resolution No. 24.09.142**

**Motion Carried (7 - 0)**

**5. APPOINTMENTS AND PRESENTATIONS**

**6. PUBLIC COMMENT**

Dave Sanders of 224 Juniper, Auburn Hills shared his thoughts for a Parklawn Street project.

Evan Running 668 N. Main St., Rochester discussed the snow removal on municipal sidewalks.

**7. CONSENT AGENDA**

7a. Board and Commission Minutes

7a1. Election Commission, September 12, 2024

**RESOLVED:** To receive and file the Board and Commission Minutes.

7b. Motion – To approve the amendment to the Retirement Health Savings Plan and to adopt the RHS Plan Survivor Information Policy.

**RESOLVED: To approve the Retirement Health Savings Plan amendment. Furthermore, approve the Retirement Health Savings Plan Survivor Information Policy. (Attachment A)**

7c. Motion – To approve the 2024-2025 Winter Operations Agreement with the Road Commission for Oakland County.

**RESOLVED: To approve the 2024-2025 Winter Operations Agreement between the City of Auburn Hills and the Road Commission for Oakland County. Services to be reimbursed from the Road Commission for Oakland County to the City of Auburn Hills in the amount of \$49,722.47.**

7d. Motion – To approve the purchase of two copy machines for both the City Clerk and Public Works departments.

**RESOLVED: To approve the purchase of two Epson WorkForce Enterprise AM Series copy machines for both the City Clerk in general ledger no. 101-215-978.001 and Department of Public Works in general ledger no. 101-265-977.000.**

7e. Motion – To approve a change order to the 2024 Fieldstone Golf Club cart path paving project.

**RESOLVED: To approve a change order to the contract with Titan Pavement for the 2024 Cart Path Paving Improvements at Fieldstone Golf Club in an amount not to exceed \$45,000.**

**Moved by Verbeke, Seconded by McDaniel.**

**RESOLVED: To approve the Consent Agenda.**

**VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke**

**No: None**

**Resolution No. 24.09.143**

**Motion Carried (7 - 0)**

## **8. UNFINISHED BUSINESS**

8a. Motion – To consider non-renewal of the Embassy Suites hotel license.

Ms. Pierce shared that Embassy Suites was presented at the June 14, 2024 City Council meeting for non-renewal for the 2024 Hotel License due to non-compliance with the Hotel Ordinance. The hotel requested a 90-day extension to fulfill the requested camera installations. At this time, the hotel is in compliance and should receive the 2024 Hotel License.

**Moved by Fletcher, Seconded by Hawkins.**

**RESOLVED: To issue a conditional license to Embassy Suites, 2300 Featherstone Rd, to expire on December 31, 2025.**

**VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke**

**No: None**

**Resolution No. 24.09.144**

**Motion Carried (7 - 0)**

## **9. NEW BUSINESS**

9a. Motion – To approve a Sixth Golf Course Maintenance Contract Extension Agreement.

Mr. Skopek presented the contract with Davey Golf for a Sixth Golf Course Maintenance Contract. This new contract proposes annual payments rising from \$550,240.00 in 2025 to \$574,840 in 2029 for a total of \$2,837,610 over the five-year contract.

**Moved by Fletcher, Seconded by Ferguson.**

**RESOLVED: To approve the Sixth Golf Course Maintenance Contract and Specifications Agreement with Davey Tree Expert Company d/b/a Davey Golf for a total contract amount of**

**\$2,837,610, which will be paid in annual installments as outlined in the Agreement. Furthermore, authorize the City Manager to convey acceptance by purchase order.**

**VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke**  
**No: None**

**Resolution No. 24.09.145**

**Motion Carried (7 - 0)**

9b. Motion – To adopt a resolution approving a request from Chateau Aeronautique Winery, LLC for a new Off-Premises Tasting Room License.

Ms. Carroll presented the request for a new Off-Premises Tasting Room License from Chateau Aeronautique Winery. This license will allow the owner to add spirits to the menu.

**Moved by Verbeke, Seconded by McDaniel.**

**RESOLVED: To adopt the enclosed resolution approving a request from Chateau Aeronautique Winery, LLC, for a new Off-Premises Tasting Room License. (Attachment B)**

**VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke**  
**No: None**

**Resolution No. 24.09.146**

**Motion Carried (7 - 0)**

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

Mr. Knight shared his hopes that the fundraiser for Neighborhood House was successful. He also thanked DPW for their work at striping the roads.

Mr. Ferguson shared that his neighbors enjoy the downtown atmosphere.

Mayor Marzolf shared information about the Health and Wellness Expo that is taking place at the Community Center.

#### **11. CITY ATTORNEY REPORT**

#### **12. CITY MANAGER REPORT**

Mr. Tanghe thanked Eveonne Roberts and Stephanie Carroll for their organization of Septemberfest. He also congratulated Karen Adcock on all her hard work for the new kitchen in the Community Center. He thanked Stephanie Carroll for orchestrating the new sculpture in the downtown area.

#### **13. CLOSED SESSION**

13a. Motion – To meet in closed session to discuss Attorney’s Opinion Letter.

**Moved by Verbeke, Seconded by Ferguson.**

**RESOLVED: To meet in closed session to discuss Attorney’s Opinion letter, pursuant to MCL 15.268(1)(h) of the Open Meetings Act.**

**VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke**  
**No: None**

**Resolution No. 24.09.147**

**Motion Carried (7 - 0)**

The meeting recessed to closed session at 7:25 PM.

The meeting reconvened in open session at 8:25 PM.

**14. ADJOURNMENT**

**Moved by Fletcher, Seconded by Verbeke.**

**RESOLVED: To adjourn the meeting.**

**VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke**

**No: None**

**Resolution No. 24.09.148**

**Motion Carried (7 - 0)**

The meeting was adjourned at 8:25 PM.

---

Brain W. Marzolf, Mayor

---

Laura M. Pierce, City Clerk

## ATTACHMENT A

### AMENDMENT TO THE CITY OF AUBURN HILLS RETIREMENT HEALTH SAVINGS PLAN RHS FUNDED POST-EMPLOYMENT HEALTH REIMBURSEMENT ARRANGEMENT

**BY THIS AGREEMENT**, City of Auburn Hills Retirement Health Savings Plan RHS (herein referred to as the “Plan”) is hereby amended as follows, except as otherwise provided herein:

**Effective December 21, 2023**, the selections below in the Funded Post-Employment Health Reimbursement Arrangement Adoption Agreement are hereby changed to the following:

#### ARTICLE II: DEFINITIONS.

2.24 Name of Plan: City of Auburn Hills Retirement Health Savings Plan RHS

#### ARTICLE IV: BENEFITS UNDER THE PLAN.

4.9 Use of forfeitures:

Other: In the event a Participant’s funds cannot be transferred to an eligible Spouse or Beneficiary, all of the Participant’s funds shall revert to the Employer.

**IN WITNESS WHEREOF**, the parties have caused this Amendment to be executed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

City of Auburn Hills:

By: \_\_\_\_\_

## **ATTACHMENT A**

### **RETIREMENT HEALTH SAVINGS (RHS) PLAN SURVIVOR INFORMATION POLICY**

#### **PURPOSE**

To establish a policy to disperse an employee's remaining Retirement Health Savings (RHS) account balance from OPTUM/BPAS to the City of Auburn Hills in the event there are no surviving spouse or eligible dependents upon the employee's death.

#### **STATEMENT OF POLICY**

It is the policy of the City of Auburn Hills to set forth language that allows for any unused RHS account balance to revert to the City of Auburn Hills upon an employee's death. These funds will be designated between employer and employee contribution should there be no eligible spouse or eligible dependents beneficiary to utilize the remaining benefit.

#### **PROCEDURE**

If there are no surviving spouse and/or eligible dependents upon the employee's death, the remaining Retirement Health Savings account balance reverts to the Employer's and Employee's proportionate share of contributed assets and earnings, including vested and non-vested assets, and will be returned in two segregated transactions to the City of Auburn Hills. The employer portion will be returned to the General Fund. The employee portion will be deposited into the employee liability account. Any distribution of the remaining account balance to contingent beneficiaries will be a taxable distribution.

Employees will be required to keep their beneficiary designations up to date by completing the Retirement Health Savings (RHS) Plan Enrollment/Change Form. It is recommended that beneficiary designation forms are reviewed when various life status events occur, such as marriage, divorce, birth of a child, or death.

This policy will be reviewed to ensure its effectiveness and relevance with updates being made as needed.

## ATTACHMENT B



Michigan Department of Licensing and Regulatory Affairs  
Liquor Control Commission (MLCC)  
Toll Free: 866-813-0011 • [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

Business ID: \_\_\_\_\_  
Request ID: \_\_\_\_\_  
(For MLCC use only)

### **Local Government Approval For Off-Premises Tasting Room License** (Authorized by MCL 436.1536)

#### **Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new Off-Premises Tasting Room License application.

#### **Instructions for Local Legislative Body:**

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a \_\_\_\_\_ meeting of the \_\_\_\_\_ council/board  
(regular or special) (township, city, village)  
called to order by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_  
the following resolution was offered: (date) (time)  
Moved by \_\_\_\_\_ and supported by \_\_\_\_\_  
that the application from \_\_\_\_\_  
CHATEAU AERONAUTIQUE WINERY, LLC  
(name of applicant - if a corporation or limited liability company, please state the company name)

#### **for a NEW OFF-PREMISES TASTING ROOM LICENSE**

to be located at: \_\_\_\_\_  
3358 AUBURN ROAD, AUBURN HILLS MICHIGAN 48326

It is the consensus of this body that it \_\_\_\_\_ this application be considered for  
(recommends/does not recommend)  
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

#### **Vote**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the \_\_\_\_\_  
council/board at a \_\_\_\_\_ meeting held on \_\_\_\_\_ (township, city, village)  
(regular or special) (date)

\_\_\_\_\_  
Print Name of Clerk

\_\_\_\_\_  
Signature of Clerk

\_\_\_\_\_  
Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:  
Michigan Liquor Control Commission  
Mailing address: P.O. Box 30005, Lansing, MI 48909  
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933  
Fax to: 517-763-0059