



# Rochester Hills

## Minutes - Draft

### City Council Regular Meeting

1000 Rochester Hills Dr  
Rochester Hills, MI 48309  
(248) 656-4600  
Home Page:  
[www.rochesterhills.org](http://www.rochesterhills.org)

*David J. Blair, Susan M. Bowyer Ph.D., Ryan Deel, Dale A. Hetrick, Carol Morlan,  
Theresa Mungioli and David Walker*

**Vision Statement:** *The Community of Choice for Families and Business*

**Mission Statement:** *"Our mission is to sustain the City of Rochester Hills as the premier community of choice to live, work and raise a family by enhancing our vibrant residential character complemented by an attractive business community."*

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Monday, June 20, 2022

7:00 PM

1000 Rochester Hills Drive

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## CALL TO ORDER

*President Deel called the Regular Rochester Hills City Council Meeting to order at 7:00 p.m. Michigan Time.*

## ROLL CALL

**Present** 7 - David Blair, Susan M. Bowyer, Ryan Deel, Dale Hetrick, Carol Morlan, Theresa Mungioli and David Walker

## Others Present:

*Bryan Barnett, Mayor  
Alan Buckenmeyer, Parks Manager  
Ann Christ, City Attorney  
Bill Fritz, Public Services Director  
Leanne Scott, City Clerk  
Karen Sommerville, Deputy Assessing Director  
Joe Snyder, Chief Financial Officer  
Laurie Taylor, Assessing Director*

## PLEDGE OF ALLEGIANCE

## APPROVAL OF AGENDA

A motion was made by Hetrick, seconded by Mungioli, that the Agenda be Approved as Presented. The motion CARRIED by the following vote:

**Aye** 7 - Blair, Bowyer, Deel, Hetrick, Morlan, Mungioli and Walker

## COUNCIL AND YOUTH COMMITTEE REPORTS

### Rochester Hills Government Youth Council (RHGYC)

*President Deel introduced RHGYC Representative Henry Hall.*

*Mr. Hall shared that he is a junior at Rochester Adams High School. He*

explained that currently the RHGYC are conducting interviews for new members. He added that on Wednesday, June 29, 2022, the RHGYC will assist at the Festival of the Hills event.

**President Deel** stated that he sat in on the first round of interviews for the RHGYC and that all the applicants are amazing. He explained that the application deadline is closed this year but any youth interested in serving on this board should consider applying next year.

### **Sister City Committee / Rochester**

**Mr. Walker** stated as a member of the Sister City Committee / Rochester, he wanted to provide an update regarding the recent Memorial Day Parade. He shared photos from the parade and explained that the parade started at Rochester Adams High School and continued along Adams Road to Silverbell Road. He added that there was participation from the Boy Scouts, Girl Scouts, a band and many families. He stated that a beautiful Memorial Day Ceremony followed the Parade at Veterans Tribute in Oakland Township. He thanked the Rochester Regional Chamber Foundation for facilitating the parade and added that the Sister City Committee / Rochester is hopeful that the Parade will continue annually.

**Ms. Mungoli** thanked Mr. Walker for the work that he put into the Memorial Day Parade. She added that Mr. Walker and Mr. Albrecht took the lead on this event and collected enough donations to fund this year's parade and to make sure that this event can happen next year as well. She stated that the Sister City Committee / Rochester is working on their next event that will involve Council. She explained that on September 29, 2022, they are hoping to plan a Joint Rochester / Rochester Hills City Council Meeting.

### **Older Persons' Commission (OPC)**

**Mr. Hetrick** shared that the OPC will be hosting its Summer Soiree on Friday, June 24, 2022 from 6:30 p.m. to 10:00 p.m. He added that tickets are still available to purchase and proceeds support OPC's Meals on Wheels Program.

## **ORDINANCE FOR ADOPTION**

- 2022-0276** Acceptance for Second Reading and Adoption - An Ordinance to Amend Section 6-35 of Chapter 6, Alcoholic Liquor, Article II, Licenses and Permits, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to require background checks for liquor license applicants and to prescribe a penalty for violations, and repeal inconsistent ordinances

**Attachments:** [062022 Agenda Summary.pdf](#)  
[060622 Agenda Summary.pdf](#)  
[Ordinance.pdf](#)  
[060622 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Clerk Scott**, City Clerk, explained that the first reading for this request came

before Council on June 6, 2022. She stated that the request is to adopt the ordinance amendment to require a background check to be included in the Liquor License Application.

**President Deel** stated that this amendment would allow the City to perform a criminal background check as part of the Liquor License Application process.

**A motion was made by Hetrick, seconded by Mungioli, that this matter be Accepted for Second Reading and Adoption by Resolution. The motion carried by the following vote:**

**Aye** 7 - Blair, Bowyer, Deel, Hetrick, Morlan, Mungioli and Walker

Enactment No: RES0153-2022

**Resolved**, that An Ordinance to Amend Section 6-35 of Chapter 6, Alcoholic Liquor, Article II, Licenses and Permits, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, to require background checks for liquor license applicants and to prescribe a penalty for violations, and repeal inconsistent ordinances hereby accepted for Second Reading and Adoption and shall become effective June 27, 2022 following its publication in the Oakland Press on Sunday, June 26, 2022.

## **PUBLIC COMMENT for Items not on the Agenda**

### **CONSENT AGENDA**

All matters under Consent Agenda are considered to be routine and will be enacted by one motion, without discussion. If any Council Member or Citizen requests discussion of an item, it will be removed from Consent Agenda for separate discussion.

**2022-0288** Approval of Minutes - City Council Regular Meeting - April 25, 2022

**Attachments:** [CC Min 042522.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0154-2022

**Resolved**, that the Minutes of the Rochester Hills City Council Regular Meeting held on April 25, 2022 be approved as presented/amended.

**2022-0279** Request for Approval of Fireworks Display Permit for the Festival of the Hills event to be held at Borden Park on Wednesday, June 29, 2022

**Attachments:** [062022 Agenda Summary.pdf](#)  
[Fire Dept Memo.pdf](#)  
[Site Map.pdf](#)  
[Surrounding Properties Map.pdf](#)  
[FOTC Permit Application.pdf](#)  
[American Fireworks BATFE License.pdf](#)  
[Insurance Documents.pdf](#)  
[Safety Data Sheet.pdf](#)  
[American Fireworks Letter.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0155-2022

**Whereas**, American Fireworks of Hudson, Ohio has been selected through a competitive bid process for their safety record and the size of our show; and

**Whereas**, American Fireworks has provided the necessary insurance with the City of Rochester Hills names as also insured; and

**Whereas**, the Rochester Hills Fire Department has no objection to the issuance of a fireworks permit provided their safety procedures are followed;

**Therefore, Be It Resolved**, that the Rochester Hills City Council does hereby approve a permit for American Fireworks of Hudson, Ohio to provide a fireworks display for the Festival of Hills event at Borden Park on Wednesday, June 29, 2022.

- 2019-0345** Request for Purchase Authorization - FLEET: Increase to the blanket purchase order for auto and truck parts in the amount of \$2,500.00 for a new not-to-exceed amount of \$81,010.00 through July 31, 2022; Autowares Group of Companies, DBA: Maxi Automotive Supply, Shelby Twp, MI

**Attachments:** [062022 Agenda Summary.pdf](#)  
[081219 Agenda Summary.pdf](#)  
[Proposal Tabulation.pdf](#)  
[081219 Resolution.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0156-2022

**Resolved**, that the Rochester Hills City Council hereby authorizes an increase to the blanket purchase order for auto and truck parts to Autowares Group of Companies, DBA: Maxi Automotive Supply, Shelby Township, Michigan in the amount of \$2,500.00 for a new not-to-exceed amount of \$81,010.00 through July 31, 2022.

- 2022-0283** Request for Purchase Authorization - FLEET: Blanket Purchase Order for auto and truck parts in the amount not-to-exceed \$60,000.00 through July 31, 2024; Autowares Group of Companies, DBA: Maxi Automotive Supply, Shelby Twp,

**Attachments:** [062022 Agenda Summary.pdf](#)  
[Resolution \(Draft\).pdf](#)

**This Matter was Adopted by Resolution on the Consent Agenda.**

Enactment No: RES0157-2022

**Resolved**, that the Rochester Hills City Council hereby authorizes a blanket purchase order for auto and truck parts to Autowares Group of Companies, DBA: Maxi Automotive Supply, Shelby Township, Michigan in the amount not-to-exceed \$60,000.00 through July 31, 2024.

### Passed the Consent Agenda

A motion was made by Walker, seconded by Morlan, including all the preceding items marked as having been adopted on the Consent Agenda. The motion carried by the following vote:

**Aye** 7 - Blair, Bowyer, Deel, Hetrick, Morlan, Mungioli and Walker

## LEGISLATIVE & ADMINISTRATIVE COMMENTS

**Mayor Barnett** provided the following updates:

- He recognized **Alan Buckenmeyer**, Parks Manager, and added that he will be retiring after 39 years of service with the City. He thanked him for his exceptional service and leadership over the years.
- He announced that Innovation Hills will be recognized by Little Tikes as "Playground of the Year" and Little Tikes requested to do a photo shoot at Innovation Hills with kids running around playing. They paid the kids to participate in the photo shoot; the issue will be released this fall.
- He shared that the 2022 Festival of the Hills will take place on June 29, 2022 at 6:00 p.m.
- He stated that the Borden Park repaving project is still underway and making progress. He added that there are many construction projects happening all over the City and shared photos of some current projects.
- He congratulated Sheriff Mike Bouchard from Oakland County Sheriff's Office, for his recognition as Michigan's Sheriff of the Year 2022.

**Mr. Walker** shared that he participated in the following Ribbon Cutting events and thanked them for choosing Rochester Hills as a place to do business: AKT on June 7, 2022, Buff City Soap on June 9, 2022, and Legends Boxing on June 14, 2022.

**President Deel** thanked Mr. Buckenmeyer for his years of service and wished him the best.

## ATTORNEY'S REPORT

City Attorney Ann Christ had nothing to report.

## NOMINATIONS/APPOINTMENTS

- 2022-0284** Request to Confirm the Mayor's Reappointment of Carl Moore and Julie Rogalski to the Advisory Traffic & Safety Board for a three (3) year term to expire June 30, 2025

**Attachments:** [062022 Agenda Summary.pdf](#)  
[Moore CQ.pdf](#)  
[Rogalski CQ.pdf](#)  
[Resolution \(Draft\).pdf](#)

**A motion was made by Hetrick, seconded by Blair, that this matter be Adopted by Resolution. The motion carried by the following vote:**

**Aye** 7 - Blair, Bowyer, Deel, Hetrick, Morlan, Mungioli and Walker

Enactment No: RES0158-2022

**Resolved**, that the Rochester Hills City Council hereby confirms the Mayor's reappointment of Carl Moore and Julie Rogalski to the Advisory Traffic & Safety Board for a three (3) year term to expire June 30, 2025.

## NEW BUSINESS

**2022-0282** Request to Adopt the Updated Poverty Exemption Guidelines

**Attachments:** [062022 Agenda Summary.pdf](#)  
[2022 Poverty Exemption Guidelines.pdf](#)  
[2022 Poverty Exemption Guidelines \(Redlined\).pdf](#)  
[STC Bulletin 3 of 2021.pdf](#)  
[Resolution \(Draft\).pdf](#)

**Laurie Taylor**, Assessing Director, and **Karen Sommerville**, Deputy Assessing Director, were present. Ms. Taylor explained that the request is for the adoption of the poverty exemption guidelines.

**President Deel** stated that the guidelines were adopted a year or two ago and there were modifications issued by the State that mandated some changes. He thanked Ms. Taylor and Ms. Sommerville for keeping up to date on these guidelines.

**A motion was made by Hetrick, seconded by Blair, that this matter be Adopted by Resolution. The motion carried by the following vote:**

**Aye** 7 - Blair, Bowyer, Deel, Hetrick, Morlan, Mungioli and Walker

Enactment No: RES0159-2022

**Whereas**, the adoption of guidelines for poverty exemptions is within the purview of the City Council; and

**Whereas**, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and Public Act 253 of 2020; and

**Whereas**, pursuant to Public Act of 1994, the City of Rochester Hills, Oakland County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household. To be eligible, a person shall do all of the following on an annual basis:

1. Be an owner of and occupy as a principal residence of the property for which an

exemption is requested.

2. File a claim with the Board of Review on a form prescribed by the state tax commission after January 1, but prior to three weeks before the March, July or December Board of Review to allow for evaluation and approval by the Board of Review. The filing of this claim **AND ALL REQUIRED DOCUMENTS** constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

3. Produce a valid driver's license or other form of identification if requested.

4. Submit federal and state income tax returns for all persons residing in the principal residence, including any property tax returns filed in the immediately preceding year and two years prior.

5. File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include, but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.

6. Produce, if requested, a deed, land contract or other evidence of ownership of the property for which an exemption is being requested.

7. Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.

**Now, Therefore, Be it Resolved**, that the City Council adopts the guidelines for poverty exemptions.

## ANY OTHER BUSINESS

**NEXT MEETING DATE - Regular Meeting - Monday, July 11, 2022 - 7:00 p.m.**

## ADJOURNMENT

*There being no further business before Council, it was moved by Mungoli and seconded by Morlan to adjourn the meeting at 7:22 p.m.*

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*RYAN DEEL, President  
Rochester Hills City Council*

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*LEANNE SCOTT, MMC, Clerk  
City of Rochester Hills*

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*AMBER BEAUCHAMP  
Administrative Coordinator City Clerk's Office*

*Approved as presented at the (insert date, or dates) Regular City Council Meeting.*