

DRAFT MINUTES
SAUGATUCK-DOUGLAS JOINT POLICE COMMISSION MEETING
WEDNESDAY, JANUARY 8, 2014
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
4:00 PM

1. **Call to Order** – Chairperson Harvath called the meeting to order at 4:01 PM.

2. **Roll Call** – Present: Lint, Schmidt, Harvath

Also Present: Drexler, Stanislawski, Lafavere

3. **Changes/Additions/Deletions to Agenda**

Update the contract.

Motion by Harvath, with support from Lint and Schmidt to approve the January 8, 2014 Saugatuck-Douglas Joint Police Commission meeting agenda (as presented/amended).

4. **Approval of Minutes**

A. October 9th, 2013

Motion by Harvath, with support from Lint and Schmidt to approve the October 9th, 2013 Saugatuck-Douglas Joint Police Commission minutes (as presented/amended)

5. **Public & Written Communications (Limit of 3 minutes for comments regarding agenda items)**

None.

6. **Unfinished Business**

None.

7. **New Business**

A. Election of Officers

i. Nominations accepted for Chair

Harvath was nominated for 2014 Police Commission Chair with support from Lint and Schmidt.

ii. Nominations accepted for Vice-Chair

Johnson was nominated for 2014 Police Commission Vice-Chair with support from Lint, Schmidt and Harvath.

B. Approval of the 2014 Saugatuck-Douglas Police Commission Meeting Schedule

Motion by Harvath, with support from Lint and Schmidt to approve the 2014 Saugatuck-Douglas Police Commission Meeting Schedule (as presented/amended)

C. Update Contract

It was agreed upon committee members that Douglas will bring a draft of an updated contract to the next meeting due to the contract being outdated. The contract was asked to be simplified.

8. Chief of Police Report

A. Money was spent on a new transmission for car #3. Assists on complaints and the DataMaster were explained to new committee members.

9. (Unaudited) Revenue/Expenditure Summary Report

A. Month Ended

December was high because of sick pay out. Training's cost is high because of ammo etc. bill not being received until late in the year. The office also received new computers because they were all outdated. Also will be buying a new car this fiscal year and that is why prices/costs are so high.

10. Commission Comments

None.

11. Hear from the Audience (Limit of 3 minutes for general comments)

None.

12. Adjournment

Motion by Harvath, with support from Schmidt and Lint to adjourn the meeting at 4:32 PM.

Kailey Kent
2/26/14

MINUTES
SAUGATUCK-DOUGLAS JOINT POLICE COMMISSION MEETING
WEDNESDAY, OCTOBER 8, 2014
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
4:00 PM

1. **Call to Order:** Chair Harvath called the meeting to order at 4:02 p.m.

2. **Roll Call:** Members Present – Harvath, Spangler, Lint, Schmidt
Members Absent – None
Also present – William LeFevere, Douglas City Manager
Ken Giles, Chief of Police
Sgt. Steve Kent
Peter Stanislawski, Saugatuck City Treasurer
Robert Drexler, Douglas City Treasurer

3. **Changes/Additions/Deletions to Agenda**

A. October 8, 2014

Motion by Lint, with support from Spangler, to approve the October 8, 2014 Saugatuck-Douglas Joint Police Commission meeting agenda as presented. Motion carried by voice vote.

4. **Approval of Minutes**

A. July 9, 2014

Motion by Spangler, with support from Lint, to approve the July 9, 2014 Saugatuck-Douglas Joint Police Commission minutes as presented. Motion carried by voice vote.

5. **Public & Written Communications (Limit of 3 minutes for comments regarding agenda items) - None**

6. **Unfinished Business - None**

7. **New Business**

A. 2015 Meeting Schedule

Motion by Schmidt, with support from Lint, to approve the 2015 Saugatuck-Douglas Joint Police Commission meeting schedule. Motion carried by voice vote.

8. Chief of Police Report

Chief Giles reported the summer season went well; currently weekdays remain slow while weekends have seen higher incidents. The department is currently working with the schools newly implemented monitoring system. This system allows select individuals to monitor school hallways remotely on either a phone or desktop at the station. The system is set to not allow monitoring of class rooms or restroom areas. A lockdown down drill had been conducted and went well. Prisoners have been transferred to the newly constructed jail.

9. (Unaudited) Revenue/Expenditure Summary Report

A. Month Ended - Available at meeting

Drexler reported the department is currently a quarter of the way through the fiscal year and is at 23%. Part time officer hours are at 62% which is fairly normal, insurance payments have been made and complete at 93%. The budget for last fiscal year was set at 27% and came in at 25%.

10. Commission Comments

Schmidt questioned if the hummers had been used this summer. Chief stated they had not, although they are a great source for the beach area they were not required to be used this season.

Lint inquired if one of the two hummers would be sold? Chief stated the department has two vehicles, one would be a backup for parts. The hummers cannot be sold, they must be returned if not intended to be used.

Spangler requested a stop sign be placed at the exit area of the new West Shore Development.

11. Hear from the Audience (Limit of 3 minutes for general comments)

12. Adjournment

Motion by Schmidt, with support from Spangler, to adjourn the meeting. Meeting adjourned at 4:24 p.m. by voice vote.

**APPROVED MINUTES
SAUGATUCK-DOUGLAS JOINT POLICE COMMISSION MEETING
WEDNESDAY, APRIL 9, 2014
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
4:00 PM**

1. **Call to Order** – Chair Harvath called the meeting to order at 4:00 P.M.
2. **Roll Call** – Members Present: Harvath, Schmidt (Douglas), Spangler, Lint (Saugatuck)
Members Absent: No
Also Present: Saugatuck City Manager Kirk Harrier, Saugatuck City Treasurer Peter Stanislawski, Douglas City Treasurer Robert Drexler
3. **Changes/Additions/Deletions to Agenda**
 - A. April 9, 2014 – Addition of agenda item 7 B – New Contract

Motion by Lint, with support from Spangler, to approve the April 9, 2014 Saugatuck Douglas Joint Police Commission agenda as amended. Motion carried by voice vote.
4. **Approval of Minutes**
 - A. January 8, 2014

Motion by Lint, with support from Schmidt, to approve the January 8, 2014 Saugatuck Douglas Joint Police Commission meeting minutes as presented. Motion carried by voice vote.
5. **Public & Written Communications (Limit of 3 minutes for comments regarding agenda items)**
None
6. **Unfinished Business**
None
7. **New Business**
 - A. Budget 2014-15

Discussion: Members were briefed on budget item increases (addition of 3rd car for summer hours and replacement of old equipment). Further discussion took place regarding a request by Lint to provide a breakdown of time spent on the budget. Harrier stated the council seeks this information so they can better address their constituents. Harvath asked Drexler to meet with LeFevere and discuss Saugatuck's request.

Motion by Spangler, with support from Schmidt, to approve the 2014-15 Fiscal Budget in the amount of \$ 1,004,870.00 as presented. Motion carried by voice vote.

B. Contract

Discussion: Lint stated the contract is old and needs to be cleaned up. Harrier will meet with LeFevere to discuss how to proceed.

8. Chief of Police Report

Chief Giles reported interviews for a part-time clerk were completed. Currently the part-time officer staff looks good, Allegan County officers may be used as part-time if needed. The department is currently in the processes of changing over a new car, this process costs roughly \$9,000.00 to complete. The old cars go out for bid on a state site, usually this process nets around \$2,000.00 per vehicle. A report was presented regarding incidents within the cities.

Lint addressed Saugatuck Township calls and the costs associated.

9. (Unaudited) Revenue/Expenditure Summary Report

A. Month Ended – Presented during Budget discussions

10. Commission Comments

None

11. Hear from the Audience (Limit of 3 minutes for general comments)

None

12. Adjournment

Motion by Lint, with support from Schmidt, to adjourn the meeting. Meeting adjourned at 5:05 P.M. by voice vote.

Approved by voice vote at July 9, 2014 meeting.

MINUTES
SAUGATUCK-DOUGLAS JOINT POLICE COMMISSION MEETING
WEDNESDAY, JULY 9, 2014
DOUGLAS CITY HALL COUNCIL ROOM
86 W. CENTER STREET, DOUGLAS, MI
4:00 PM

1. **Call to Order** – Chair Harvath called the meeting to order at 4:04 P.M.
2. **Roll Call** – Members Present: Harvath, Schmidt (Douglas), Spangler, Lint (Saugatuck)
Members Absent: None
Also Present: Douglas City Manager Bill LeFevere, Douglas City Treasurer Robert Drexler, Chief of Police Giles
3. **Changes/Additions/Deletions to Agenda**

Motion by Lint, with support from Spangler, to approve the July 9, 2014 Saugatuck Douglas Joint Police Commission agenda as presented. Motion carried by voice vote.
4. **Approval of Minutes**
A. April 9, 2014

Motion by Schmidt, with support from Lint, to approve the January 8, 2014 Saugatuck Douglas Joint Police Commission meeting minutes as presented. Motion carried by voice vote.
5. **Public & Written Communications (Limit of 3 minutes for comments regarding agenda items)**
None
6. **Unfinished Business**
None
7. **New Business**
None
8. **Chief of Police Report**
Fourth of July went well with no major problems.
Briefing on guitar street performer incident.
Councils are discussing the ordinance relating to street performers.
Oval Beach traffic has been OK. Working on path.
Selling Army surplus dump truck. Money to go into refurbishing the Humvee's. Have not used Humvees yet.

- 9. (Unaudited) Revenue/Expenditure Summary Report**
Drexler reported still some expenses coming in. Looking to be \$50,000 under budget. Working with Peter on end of year true-up.
- 10. Commission Comments**
Harvath: Police Department is doing a good job during this busy summer.
Lint: Believes new agreement is needed to update language. Appreciated Chief Giles comments at park dedication.
Schmidt: Asked about proper lights for kayaks.
- 11. Hear from the Audience (Limit of 3 minutes for general comments)**
None
- 12. Adjournment**
Motion by Schmidt, with support from Spangler, to adjourn the meeting. Meeting adjourned at 4:44 P.M. by voice vote.