

**MINUTES**  
**SAUGATUCK-DOUGLAS JOINT POLICE COMMISSION MEETING**  
**WEDNESDAY, JANUARY 14, 2015**  
**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, Japinga  
Members Absent – None. (Mr. Lint is no longer a City Council Member.)  
Also present – William LeFevere, Douglas City Manager  
Ken Giles, Chief of Police  
Kirk Harrier, Saugatuck City Manager  
Robert Drexler, Douglas City Treasurer
  
3. **Changes/Additions/Deletions to Agenda**
  - A. January 14, 2015  
  
Motion by Spangler, with support from Japinga, to approve the January 14, 2015 Saugatuck-Douglas Joint Police Commission meeting agenda as presented. Motion carried by voice vote.
  
4. **Approval of Minutes**
  - A. October 8, 2014  
  
Motion by Spangler, with support from Japinga, to approve the October 8, 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. Election of Officers
    - i. Japinga nominated Spangler to take the Chairperson position.
    - ii. Spangler nominated Japinga to fill the Vice-Chair position.
    - iii. Position of Secretary was not filled.Spangler was seated as Chairperson.  
City of Saugatuck will look at appointing another member to fill Lints' seat after checking membership requirements.

**8. Chief of Police Report**

Incident Activity Report presented.

Chief Giles noted he has been looking for new AED's to replace older ones. He has found packs for \$500 each and will order two so each shift will have one available. Have a buyer for the military dump truck who has given a down payment of \$800 on the asking price of \$15,000. Proceeds will be used to fix up and paint the Humvees. New police vehicle will be ordered within the next few weeks.

**9. (Unaudited) Revenue/Expenditure Summary Report**

A. Month Ended December 31, 2014

Drexler reported the department is currently a half way through the fiscal year. Part time wages are at 74% partly due to one officer who is injured and unable to work for the next 6-8 weeks. Not a big concern because wages and insurances benefits are projected to come in lower than expected. Holiday and sick pay has expended \$26,000 with \$21,000 being in December for sick time pay out. Amount is pretty typical for the department. Should be under budget at fiscal yearend.

**10. Commission Comments**

Next meeting in April will be 2015/2016 budget work session.

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

None

**12. Adjournment**

Motion by Harvath, with support from Japinga, to adjourn the meeting. Meeting adjourned at 4:30 p.m. by voice vote.

## MINUTES

### SAUGATUCK-DOUGLAS JOINT POLICE COMMISSION MEETING

WEDNESDAY, OCTOBER 14, 2015

DOUGLAS CITY HALL COUNCIL ROOM

86 W. CENTER STREET, DOUGLAS, MI

1. **Call to Order:** Chair Spangler called the meeting to order at 4:05 P.M.
2. **Roll Call:** Members Present- Harvath, Spangler, Japinga  
Members Absent- VerPlank  
Also Present- William LeFevere, Douglas City Manager  
Ken Giles, Chief of Police  
Robert Drexler, Douglas City Treasurer  
Kirk Harrier, Saugatuck City Manager
3. **Changes/Additions/Deletions to Agenda**
  - A. October 14, 2015  
Motion by Harvath with support from Japinga to approve the October 14, 2015 agenda as presented. Motion carried by voice vote.
4. **Approval of Minutes**
  - A. July 8, 2015  
Motion by Harvath with support from Japinga to approve the July 8, 2015 Saugatuck-Douglas Joint Police Commission minutes as presented. Motion carried by voice vote.
5. **Public & Written Communications-** None
6. **Unfinished Business-** None
7. **New Business-** None
8. **Chief of Police Report**

Summer is over. Everything seems to be running smoothly.

Harvath asked about the money spent on refinishing the Humvee. Humvee is at DPW being repainted, new light bar, quieting it down. It will be left out year round. Used for search and rescue, emergencies/drownings, go through snow drifts. The dive team can go in one trip instead of multiple.

Spangler asked about the allocation of police resource behind the old Haworth plant. Chief will discuss with Sgt. Kent and officers.

Assists were higher for the three summer months. County/State hasn't approved hiring.
9. **(Unaudited) Revenue/Expenditure Summary Report**
  - A. Month Ending September 2015  
Drexler indicated that part time and over time are over but is common for this time of year. There was also an extra payroll in September. Part time a little higher than last year.
10. **Commission Comments**

Harvath: With the season being over, everyone did well. Excited to look at the Humvee. Wants all officers to have a good attitude (smile and wave). Also commented on the possibility of getting reimbursed for calls out of jurisdiction.

Spangler: Sent a woman to speak with Chief and was pleased with her outcome. Chief is willing to sit and talk to anyone anytime.

LeFevere: Discussed the Harbor patrols interview. Sheriffs Marine Patrol cutting back next year due to state funding getting cut.

**11. Hear from Audience-** None

**12. Adjournment**

Meeting was adjourned at 4:28 P.M. by voice vote.

**MINUTES**  
**SAUGATUCK-DOUGLAS JOINT POLICE COMMISSION MEETING**  
**WEDNESDAY, APRIL 8, 2015**  
**DOUGLAS CITY HALL COUNCIL ROOM**  
**86 W. CENTER STREET, DOUGLAS, MI**  
**4:00 PM**

1. **Call to Order:** Chair Spangler called the meeting to order at 4:00 p.m.
2. **Roll Call:** Members Present – Harvath, Spangler, Japinga, Verplank  
Members Absent – None  
Also present – William LeFevere, Douglas City Manager  
Ken Giles, Chief of Police  
Kirk Harrier, Saugatuck City Manager  
Robert Drexler, Douglas City Treasurer
3. **Changes/Additions/Deletions to Agenda**
  - A. April 8, 2015  
  
Motion by Harvath, with support from Japinga, to amend the April 8, 2015 agenda to include a discussion on body cams as Item #7B. Motion carried by voice vote.
4. **Approval of Minutes**
  - A. January 14, 2015  
  
Motion by Harvath, with support from Japinga, to approve the January 14, 2015 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. Discussion / Adopt Budget  
Drexler presented the proposed 2015/2016 budget. Still waiting on costs for health insurance policy renewal. New car budget for \$33,500. Equipment purchasing plan was reviewed. Two heart defibrillator machines have been purchased, and installed in cars, at \$400. each through the Fire Department. 80% of the budget is wages and benefits.  
Saugatuck members discussed doing a survey of their citizens to gauge satisfaction with Police services.

Motion by Harvath with support from Japinga to approve the 2015/2016 budget. Motion carried by roll call vote.

**B. Discussion of Body Cams**

Harvath posed questions to Chief Giles as to how he feels about using Body Cams.

Chief responded he is taking a wait-and-see stance. The City of Wayland has begun using them. Prefers to wait and do more research. Maintenance costs are very high and expensive to retrieve data. There is no state mandate yet.

**8. Chief of Police Report**

End of Year Report was available to members. Chief reviewed 2014 crime/complaint statistics. Incident numbers have remained very similar for the past two years. Experienced an increase in Breaking & Entering as well as more calls to assist on the highway.

**9. (Unaudited) Revenue/Expenditure Summary Report**

Drexler commented the Revenue and Expenditure Report was included in the budget report. New vehicle is coming in next week. All vehicles in inventory are now SUV Interceptors. Department has 5 cars on a 5-year rotation. 2014/2015 budget is on track to end approximately \$8,000 under budget.

**10. Commission Comments**

Harvath: Questioned Chief Giles on the statewide sex registry changes. Chief responded there will likely be some rewording. Police Department is doing a great job with the limited staffing and resources.

Verplank: Asked if department can do any cost recovery like Fire Department. Chief responded "no". Need to get creative to find ways to reduce spending.

Spangler: Asked what training is required prior to hiring officers. Chief responded he tries to hire part-time officers from other departments who have already been trained. A new officer works six weeks with another officer to get to know the routine and community.

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

None

**12. Adjournment**

Meeting was adjourned at 5:10 p.m. by voice vote.



**MINUTES**  
**SAUGATUCK-DOUGLAS JOINT POLICE COMMISSION MEETING**  
**WEDNESDAY, JULY 8, 2015**  
**DOUGLAS CITY HALL COUNCIL ROOM**  
**86 W. CENTER STREET, DOUGLAS, MI**  
**4:00 PM**

1. **Call to Order:** Chair Spangler called the meeting to order at 4:00 p.m.
2. **Roll Call:** Members Present – Harvath, Spangler, Verplank  
Members Absent – Japinga  
Also present – William LeFevere, Douglas City Manager  
Ken Giles, Chief of Police  
Robert Drexler, Douglas City Treasurer
3. **Changes/Additions/Deletions to Agenda**
  - A. July 8, 2015  
  
Motion by Harvath, with support from Verplank, to approve the July 8, 2015 agenda as presented. Motion carried by voice vote.
4. **Approval of Minutes**
  - A. April 8, 2015  
  
Motion by Harvath, with support from Verplank, to approve the April 8, 2015 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 - None**
8. **Chief of Police Report**

Made it to the halfway point in summer with no major incidents. Responded to a medical at Oval Beach, a missing child, fires on the beach and Chemical Bank over the holiday weekend.

Chinese lanterns have become a fire hazard. May want to consider banning. They fall and could start a fire. Able to police public areas like marinas but very difficult to find private home owners setting lanterns off.

Spangler asked about Diversity Training. Officers all take diversity training at Police Academy. Always looking and considering additional training when appropriate.



Discussion on speed limit on Blue Star, Wiley and Center in Douglas; North Street in Saugatuck.

**9. (Unaudited) Revenue/Expenditure Summary Report**

A. Month ended 6/30/2015

Drexler indicated this report is not final for the end of the fiscal year. Accrual for payroll and final expenditures are still coming in.

**10. Commission Comments**

Verplank: Fire Department will no longer be responding to Emergency Medical Priority 3 call at Grace of Douglas Care Facility. These are mainly lift assist calls. Care Facility will be receiving a letter from the Allegan County Medical Officer stating that AMR ambulance services will be responding. This change only affects Grace of Douglas patients.

Harvath: Lots of sirens were heard over the holiday weekend.

LeFevere: Will be discussing paying down the MERS retirement unfunded liability for the Police Department with Saugatuck City Manager Harrier. Would be preparing for pay down in the next fiscal year. Unfunded amount would be split between Saugatuck and Douglas. Pay down saves about \$18,000 per year in police budget. Currently the unfunded liability amount is \$262,952.

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

None

**12. Adjournment**

Meeting was adjourned at 4:30 p.m. by voice vote.

Respectfully submitted by : Jeanie Neve 7-9-15