

**CHARTER TOWNSHIP OF WILLIAMS  
CITY OF AUBURN  
INTERGOVERNMENTAL ADVISORY COMMITTEE  
MEETING 4-7-09  
APPROVED**

Chairperson, Betty Owen welcomed everyone to the Auburn Williams Intergovernmental meeting. She stated that it is this committee's purpose to identify areas of mutual interest of both municipalities and carefully research the possibilities of combining the effort in those identified areas if good service can be derived while being economically feasible. Tom Paige stated that this committee was established at a joint Special meeting of the City of Auburn and the Charter Township of Williams on April 24, 2008. As a committee of the municipalities this committee follows all of the rules of the Open Meeting Act. Minutes are taken and meetings are posted promptly.

**1. Call to Order and Roll Call**

The meeting was called to order by Betty Owen at 7:03p.m. at the Township Conference Room.

Committee Members present: Tom Paige, Tom Putt (alternate), Ron Kohn, John McNally, Bill Reder, Jim Dominowski, Paul Wasek, and Betty Owen.

Committee Members Absent: Rebecca King

Others Present: Ken Charbonneau, Ann Machelski, Roye & Sandy Burr, Andrew Kunz, Cindy Gonsler, Eric Larsen, B.J. Raab, Sandy Henning, Lee Kilbourn.

**2. Pledge of Allegiance**

The Pledge of Allegiance to the flag of the United States was said in unison.

**3. Review and Approval of Minutes**

**a. Regular Meeting February 18, 2009**

T. Paige made a motion to approve the Minutes as written. B. Reder supported the motion and it passed unanimously.

**b. Special Meeting March 17, 2009**

P. Wasek made a motion to approve the Minutes as written. J. McNally supported the motion and it passed unanimously.

**4. Action Items from February 18, 2009 Meeting**

**a. 911 Run Data**

B. Owen explained at the February meeting the committee requested information on the 911 data. B. Owen contacted the 911 director and received several reports. She presented a summary of those reports. She noted that the calls in Williams Township for 2008 were: MI State 432 calls; Bay County 1008 calls, and Auburn Police 40 calls. She continued to note that the calls in the City of Auburn for 2008 were: MI State 191, Bay County 316; Auburn Police Dept 242. Included in the summary report was a listing of calls by the hour. The most calls were from 3pm to 8 or 9 pm.

B. Owen continued to explain that the report indicated 1480 total calls for Williams Township (population of 4492 and 36 square miles) and 749 total calls for Auburn (population 2011 and 1 square mile). This would indicate that the city and township have about as many calls per resident.

**b. Tittabawassee Township LEO cost**

At the February meeting the committee wanted to know the law enforcement costs that the Tittabawassee Township incurs. Included in the committee's handouts was a sheet with survey information of other community law enforcement costs.

- 1) Williams and Monitor each pay for two Bay County Sheriff's deputies at a cost of approximately \$151,000 annually for 2008
- 2) Bangor pays for four Bay County Sheriff's deputies at a cost of approximately \$302,000 annually for 2008
- 3) Portsmouth pays for one Bay County Sheriff's deputy at a cost of approximately \$75,500 annually for 2008
- 4) Frankenlust, Beaver, Kawkawlin and Fraser each pay for a portion of a deputy's time currently \$666 per month or about \$8000 per year.
- 5) Tittabawassee Township has its own police department which is 24hours a day 7 days a week. The budget is \$600,200.00 this includes 5 full time officers and 5 part-time.

T. Paige commented that looking at the Tittabawassee Township cost, the budget that was put together by Chief Klann for 24 hour service was very close in number. It was asked if 4 deputies could provide 24 hour service 7 days a week. T. Paige stated that it would be more like 20 hours a day-7 days a week.

**5. Review information from Meeting with Sheriff & Bay County Officials**

Those committee members who attended the meeting with the Sheriff and County representatives on March 17<sup>th</sup>, shared information with those present at this meeting. B. Owen explained that the Fire Chief had requested that the committee consider having the law enforcement, whichever way the city chooses to go, to have First Responder training so they can assist with the low priority calls. An example of this might be when a person at one of the elderly care homes needs to be transported to the hospital. Because the call is made to 911, the fire department is automatically toned out. It would be more efficient if the law enforcement officer could respond to that type of call. This would save the volunteer fire fighter's time, and help to reduce the runs made with big equipment. The committee asked the Sheriff if this was a possibility and he stated that it could certainly be done and a provision in the contract could be included. The Sheriff advised that most of his deputies are first responders and provide this type of service to other communities they contract with.

It was explained that the committee had a concern as to whether the Sheriff would hire two new deputies or take them from road patrol. The Sheriff stated that two new positions would be filled.

The Sheriff stated that the City officer would be considered for one of the positions and that he did want to interview him.

It was explained that the Sheriff would assign the same deputies to our communities; the deputies would not be on a rotating basis. This would allow the deputies to become familiar with the community and the community familiar with the deputies.

T. Paige stated that currently their two deputies report to the Sheriff's office in Bay City and get the vehicle and then report to the township; and this is reversed at the end of the shift. Travel time is about 20% of the billable time. The Sheriff stated that they could use the Auburn police department as a sub-station and the deputies could report to and from there, saving travel time. This would also allow for a place for the public to contact the deputies.

J. McNally explained that if the city and township share law enforcement officers they could have 4 deputies which would provide 20 hours of coverage 7 days a week and it would cost the city about \$50,000 less.

T. Paige created a chart to indicate the Options that had been discussed by the committee and the impact each would have. T. Paige reviewed that chart (see attached).

Options on the chart are:

1. Remain the same:  
Williams Township – 2 deputies 5 days a week and City of Auburn – 1 Chief & 1 officer 5 days a week.
2. Both Communities Contract with the Bay County Sheriff's Department - 4 deputies 164 hours a week.
3. Township contract with the City of Auburn Police  
Estimate \$589,793 (8 officers for 24/7 coverage) \*Chief Klann supplied dollar figure  
This is not a viable option as the city officers do not have police authority in the township.
4. Williams Township and City share services, Township using 2 deputies and the City using 1 officer and 1 deputy. This would not work well as the city officer does not have police authority in the township.
5. Create an Auburn-Williams Police Authority  
1 Chief & 3 officers - Estimate \$304,847 PLUS (does not include additional vehicle or equipment) this would mean creating a new governmental agency (such as the Auburn Williams Fire District Administrative Board). They would need to create their own budget and have someone administer the day to day needs.

T. Paige explained that currently the Sheriff has road patrol deputies paid for by a grant PA 416. If the Sheriff's staffing levels fall below a certain number he will lose the 3 deputies funded by this grant. Currently the Sheriff's department is 1 deputy over the minimum. Should the township discontinue their agreement for 2 deputies the Sheriff would not only lose two deputies but also the 3 for road patrol. He explained that it would not serve anyone in the township or in Bay County to lose the back up of the road patrol.

T. Paige and the other township representatives stated that they do have control of their deputies. They can request something of the Sheriff and he is very responsive. T. Paige explained that he asked for a bicycle for the deputies to ride in the summer, this gets the deputies into the neighborhoods and they can relate to the younger kids. The Sheriff supplied the bicycle and the program works well in the warmer weather. It was stated that specific issues, such as the requirement for First Responder can be added to the contract. T. Paige stated that one of the deputies has been with the township longer than he has.

T. Paige mentioned the incident in Bay City where a tazer was used and the young man died. The situation is under investigation. T. Paige stated, that it may be determined that the Bay City officer did everything correctly; but it will still cost a great deal of staff time and money which hopefully will be covered by liability insurance. But how great is the cost even if the officer is vindicated.

T. Putt commented that the municipalities must look at this in a business way. If you can get more hours of coverage for less money, it makes business sense....security for the communities is the issue.

It was stated that the property evaluation is going down and property tax revenue will be going down. T. Paige stated that the township tax revenue will go down in 2010. It was stated that it is prudent to evaluate services and consider cost savings.

J. McNally stated that at an earlier committee meeting it was discussed to bring a facilitator in to assist in the research and to prepare a report to the municipalities. At that time it was the consensus of the committee members that the committee should do some research and then look to a professional for assistance. B. Owen asked if the committee thought it was time to do so. The committee thought it would be a good idea.

At this time Owen asked, would the committee consider temporarily leave the Agenda topic of Options Available and allow Public Comment and then return to the discussion about the Options Available. Bill Reder made a motion to go into Public Comment at this time. T. Paige supported the motion and it passed unanimously.

K. Charbonneau asked if Auburn was already paying the Sheriff for road patrol. Reder replied that there is a county millage of about 5.3 mills as a county tax. He stated that the Sheriff is not required to provide road patrol, but he is mandated to operate a jail. The majority of the Sheriff's deputies cost is covered by grants and communities such as Williams Township who contract for service. It was stated that Auburn's population doubles when Western High School is in session. There is a Sheriff's deputy on duty in the school when the school is in session. This is paid for by the school system. K. Charbonneau asked how long the contract terms would be. T. Paige explained that the contract is written with an automatic renewal every year. However there is a 30 day out written in the contract. The cost for the year is estimated and the township pays equal installments each month and at the end of the year it

adjusted to the actual cost. K. Charbonneau asked if the municipality could dictate the work hours. T. Paige said yes they can. He adjusts the hours in the summer to allow for more time in the evening hours. K. Charbonneau asked how the runs on our summary report are counted. Does it count as a run every time a deputy calls in for service? T. Paige replied that a "call" is when a complaint number is assigned to a report.

A. Machelski asked why the Auburn Police could not be deputized to operate outside of the Auburn boundaries. It was explained that Bay County is concerned about their liability insurance exposure. Should a deputized officer have a problem while outside of Auburn, it would go back to the Bay County's insurance company. J. Dominowski explained that the city training requirements do not meet the need of the Bay County Sheriff's department.

She asked if the Sheriff would definitely hire City Officer Sly Poltorak. J. Dominowski explained that the Sheriff said that he would consider him and definitely wants to interview him.

A. Machelski asked how the cost of shared deputies would work; currently there is a formula for the shared fire department. J. McNally stated that the committee has not worked that out (not in the scope of the committee's authority to negotiate) but he would recommend that the City pay for two deputies and the Township pay for two deputies, and that they split the cost of operating the police building. T. Paige stated that he agreed with that. The fire department is based on the runs they make because they are not there all the time. The deputies would be on duty to serve both communities.

A. Machelski mentioned the Auburn police cars. J. McNally stated that the Sheriff did state that is not in charge of purchasing vehicles; that is why Mike Gray also met with the committee. Mike stated that they would most likely consider purchasing the newest vehicle if that is what Auburn wants.

Eric Larsen asked that if the City can write things into the contract, can it be written in that the Sheriff must hire Sly (Officer Poltorak) – guarantee him a job. It was stated that he would be interviewed, but he would have to meet the hiring criteria set forth by Bay County for the position. E. Larsen asked if the contracted cost is one price now, but can it be raised significantly after we contract with the Sheriff. It was stated that the cost is based on actual employee cost and a fixed percent for administrative costs. T. Paige stated that the contracts for the township have gone up by cost of living increases for the deputies. It was explained that all the counties that contract for Sheriff services have the same contract (and contract amounts based on the number of deputies). He asked if the deputies in Auburn can get pulled away to respond to other communities. J. Dominowski responded that the Sheriff stated that they can respond to other communities in the case of a life threatening event. T. Paige stated an example of this would be when we had the shooting in Auburn last month, the deputy from Williams and Monitor Townships responded to assist.

He asked if the two deputies currently serving the township will remain or would we get four new deputies. T. Paige responded that the two deputies currently serving the township will remain. E. Larsen stated that he plans on putting a large investment into his business and he wants to be certain

that his cost of doing business is not going to increase due to a higher cost of law enforcement in Auburn. B. Reder mentioned that the Sheriff is willing to have a logo on the car that states Bay County Sheriff – Auburn Williams (or something to that effect).

B.J. Raab stated that he thinks that Jeff Wolpert does an excellent job and it is nice to have the only fire investigator in the county close by. T. Paige agreed and stated that when Jeff needs to do a fire investigation, the Sheriff back fills his position.

L. Kilbourn stated that he thought going with the Sheriff's department would be great because they would have better training, better equipment and the ability to respond in the city and township. He stated that whenever he has had a problem at the furniture store, alarm for broken window, etc. it has always been the county that has responded; never the Auburn police. He suggested that having an open house for the deputies would allow the public to meet them and for the deputies to be introduced to the public. L. Kilbourn stated that he is glad to hear the committee is considering things in a businesslike manner; he wishes the representatives in Washington would do the same thing. Saving money is a must do thing – the community must watch dollars while looking for good service, just as a business does. L. Kilbourn stated that someday they might consider blending the city and township government. It was explained that it is not the intent of the committee or of the two municipalities to consider that.

S. Henning requested that the Mayor not present a chart that was created by Officer Poltorak as the validity of the numbers has not been verified. She also stated that she thought going with the Sheriff's department would be positive.

S. Burr stated that she agreed with L. Kilbourn and thinks going with the Sheriff is a good idea.

C. Gonsler stated that she thought going with the Sheriff's department was a good idea. She stated that she has lived in Auburn for eight years and believes the Auburn police department is pathetic. She stated that the decision should not be based on saving one person's job when that officer is doing a pathetic job for the community. She spoke of a couple of events that she requested assistance from the Auburn police and had little or no response. She stated that when the Auburn IGA was broken into, the alarm went off and no one responded. The store owner followed the people who broke in to Saginaw where they were finally arrested. She asked why the Auburn Chief and police officer were not part of the team the night of the shooting. She asked who was in charge of the Auburn Police. J. McNally stated that the City Administrator is their supervisor.

E. Larsen spoke up and stated that he did not think she should make negative comments about the individual officers. He stated that he has had to have responses at his business; sometimes good response and sometimes a response that could use improvement.

T. Paige stated that he wonders how the media decides to project news stories. He stated that the Bay County deputies were first on scene at the shooting and that in fact it was the Bay County Sheriff's department in charge of the scene but yet on TV5 it was pictures of the "blue" cars that were seen.

A. Machelski stated that Sly wasn't at the scene of the shooting immediately but that he was at the scene. She also stated that if anyone has a problem and they do not get satisfaction from the City Administrator they should go to a City meeting to present the problem.

C. Gonsler stated that she is sorry if she hurt some people's feeling but she does feel that the Auburn Police officers should be more responsive to the community and that she believes going with the Sheriff's department would be a good idea.

B. Owen asked if there were any more comments from the public. There being none she asked to go back to the Discussion of the Options Available. J. McNally made a motion to return to the agenda topic "Discuss Options Available", B. Reder supported that motion and it carried unanimously.

J. McNally stated that he thought that a meeting should be held where the public could come and make comment. He stated that getting a facilitator, a person who is not bias to review the committees research and then help to make the information concise to present to both communities. B. Owen stated that this would be a good way to ensure the committee hasn't overlooked an option. P. Wasek stated that the township is beginning their budget process so this needs to happen fairly quickly. J. Dominowski stated that it is important that this process continues timely as the City only has one officer.

P. Wasek stated that it is important that everyone understands that this committee will only make recommendations. It cannot dictate to the City and Township how to move forward. The committee is only advisory.

B. Reder made a motion to authorize John McNally, Tom Paige and Betty Owen to select a facilitator and to contract them to do the work discussed. Prior to contracting the facilitator they are to determine if Board approval from each community will be necessary for the expenditure. P. Wasek supported the motion and it passed unanimously.

### **9. Future Meetings**

It was agreed that the committee would maintain the meeting date of May 20, 2009; however if the facilitator is ready to meet prior to that date B. Owen will call for a meeting before May 20th. The meetings will be at the township office.

B. Owen stated that there was some confusion over this meeting. The meeting was originally scheduled for April 15<sup>th</sup> but two and possibly three committee members were unable to attend. So the committee was surveyed for a new date. It was agreed that April 7<sup>th</sup> was open for everyone. This was posted at the City and Township offices in a timely basis on March 26<sup>th</sup>. Unfortunately, it was put in the City

newsletter with the wrong date so the City Administrator posted the correct date in the Midland Daily News and the Bay City Times. R. Kohn stated that he did see it in the paper.

**10. Adjournment**

B. Reder made a motion to adjourn. R. Kohn supported the motion and it passed unanimously. The meeting ended at 8:46p.m.

Minutes Respectfully Submitted by:  
Betty Owen

**Action Items:**

T. Paige: Call facilitator on his list to determine availability.

Revised 4/7/2009	Option 1	Option 2	Option 3	Option 4	Option 5
	Do The Same	Sheriff Dept 4 Deputies	Township Contract with City of Auburn	Williams & Auburn Share Services	Create Auburn-Williams Police Authority
# Auburn Officers	2	0	8	1 + 1 = 2	4
# Sheriff Dept. Deputies	2	4	0	2	
Auburn Hours Available per Week	80	160	168	80	160
Williams Hours Available per Week	80			80	
Cost to Auburn- Estimated	\$197,223	\$332,448	\$589,793	\$197,223 ?	\$304,847
Cost to Township- Estimated	\$156,733			\$156,733	
Auburn Administration Provided By	Auburn	Sheriff Dept.	Auburn	Auburn & Sheriff Dept.	Authority
Williams Administration Provided By	Sheriff Dept.			Sheriff Dept.	
Auburn Training Provided By	Auburn	Sheriff Dept.	Auburn	Auburn & Sheriff Dept.	Authority
Williams Training Provided By	Sheriff Dept.			Sheriff Dept.	
Primary Liability Costs- Auburn	Auburn	Sheriff Dept.	Auburn	Auburn & Sheriff Dept.	Authority
Primary Liability Costs- Williams	Sheriff Dept.			Sheriff Dept.	
Hours Available as First Responder- Auburn	80	160	168	80	160
Hours Available as First Responder- Williams	80			80	
PA416 Grant Funded Deputies Available in County	3	3	0	3	0

Revised 4/7/2009	Option 1	Option 2	Option 3	Option 4	Option 5
	Do The Same	Sheriff Dept 4 Deputies	Township Contract with City of Auburn	Williams & Auburn Share Services	Create Auburn-Williams Police Authority
Other Considerations	City Officers and Township Deputies remain within jurisdictional boundaries	* Unified Administration * Utilize current Auburn Police Station as a Sub- Station	* Officers need to be Deputised to have jurisdiction in township. * Loss of three PA416 Deputies from county	* Split Administration depending on how position is filled * Fill as Full Time or Part Time? * City Officers and Township Deputies remain within jurisdictional boundaries	* Cost to constitute Authority. * Creation of Authority Governing Board. * Annual Operating cost. * Loss of three PA416 Deputies from county
Benefits	No Change	* 160 Hours/Week coverage available to entire Auburn/Williams community and AWFD *No hours lost to travel time	* 24 x 7 coverage available to entire Auburn/Williams community and AWFD *No hours lost to travel time	* Various options for Auburn * No change in township	* 160 Hours/Week coverage available to entire Auburn/Williams community *No hours lost to travel time