

**CHARTER TOWNSHIP OF WILLIAMS  
CITY OF AUBURN  
INTERGOVERNMENTAL ADVISORY COMMITTEE  
SPECIAL MEETING 3-17-09**

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

The meeting was called to order by Betty Owen at 10:07p.m. at the Bay County Building, 4<sup>th</sup> floor conference room.

Committee Members present: Tom Paige, John McNally, Bill Reder, Rebecca King, Jim Dominowski and Betty Owen.

Committee Members Absent: Paul Wasek, Tom Putt (alternate), Ron Kohn.

Others Present: Mike Gray, Bob Redmond, Pat Beson, John Miller.

**2. This meeting is to gather information regarding possible law enforcement services for Williams Township and City of Auburn**

B. Owen explained that this is an open meeting to the public. The committee is here for research to some of the committee's questions.

B. Reder explained to the county representatives that on April 24, 2008 the City of Auburn and Williams Township held a special joint meeting to discuss intergovernmental cooperation and approved the formation of the Intergovernmental Advisory Committee. It is the 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. B. Reder stated that because Chief Klann began to speak about an early retirement, the law enforcement services has been the first focus of the committee. It was reported that Chief Klann will retire on March 27, 2009.

It was stated that the Williams Township is satisfied with the services provided by the Sheriff's department and that the committee is researching all options. B. Reder stated that Officer Poltorak provided a proposal for services continuing the police department using possible grants. Officer Poltorak is to get with the City Administrator to clarify numbers and then provide the proposal to the committee. Bay County representatives stated that those grants are highly competitive.

B. Owen stated that during the committee's previous meetings, questions came about regarding the possible Sheriff's department services: currently the deputies' travel time to and from the Sheriff's departments is about 20% of the billable cost. Could this be eliminated if the deputies used the police station as an office? It has been asked by the fire chief if the law enforcement officers could also be First Responders and make the initial response to many of the non-fire related runs? Would you hire Officer  
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Poltorak? If the City were to contract for two officers, would you use existing road patrol officers or will two more deputies be hired?

The Sheriff responded to these questions. He would be able to work it out so the officers could report in from the Auburn/Williams location, eliminating the travel time back and forth. Most of the deputies are First Responder certified, if the city/township required it in the contract that could be done. In fact, the Sheriff stated that it is already being done in other communities. If our fire department wants them to do so, he and the fire chief could meet with the 911 director to set up an appropriate protocol. The Sheriff stated that he would consider Officer Poltorak for a deputy position but he would have to meet their criteria. The Sheriff stated that the road patrol would not be reduced, if a contract was written for two more deputies, then he would hire two. The union would allow deputies to bid for the new jobs. The Sheriff did state that the officers would be assigned to Auburn/Williams and would not be there on a rotating basis unless Auburn/Williams officials asked for a change in deputies. T. Paige stated that the Township is very pleased with the deputies assigned to their community.

The Sheriff stated that even though the communities may contract for four officers, the road patrol (33 Deputies) would back up those deputies and when needed, the Bay County detectives would be available to the communities. He stated that his administrative staff would also be there to assist the communities as needed.

The Sheriff provided a worksheet of an estimate of cost (salary & benefits) per deputy \$76,773. The Sheriff stated that some overtime is figured into the estimate, but there could be some additional cost for overtime based on the time requested by the communities. T. Paige stated that he did not see the administrative cost (5%) included. The Sheriff was unsure if it should be included. Mike Gray will check with the accounting department to verify and will let us know. J. Dominowski asked how the vacation sick leave would work. The Sheriff stated that the deputy is not usually replaced for a day or two off on leave; however, if the deputy is on vacation/sick leave longer than a week he would be covered by another deputy. J. Dominowski asked about the time the deputies are gone for court cases. The Sheriff stated that it isn't usually much time, but if it is a road deputy could cover the time.

After looking at the "call log" summary, different scheduling scenarios were discussed. T. Paige asked if 10 hour shift would be considered. The Sheriff stated that they work 8 hour shifts now. He might consider 10 hour shifts but that would have to be discussed with the union. The Sheriff stated that he is opposed to 12 hour shifts because it tends

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toward poor efficiencies. The possibility of one deputy for both the Township and the City would allow for 24 hour coverage for almost 7 days a week.

It was asked if the City decided to contract with the Sheriff's Department would the Sheriff consider buying the City's two police vehicles and would he provide a reimbursement for the station. This is not the Sheriff's decision but the Bay County Commission's. It was stated that they would look at the possibility of buying one or two of the cars. It was stated that the contract requires reimbursement to

them for all costs. So if the City charges for the use of the station, Bay County would have to charge the cost as other expenses. So although the City would not get paid for the building, it would save the deputies travel time (about 20% of billable cost) to and from Sheriff's offices each day.

Pat Beson, County Commissioner Chair stated that he was glad to have the opportunity to meet everyone and that his door is always open and he takes phone calls at all times, so if there are any additional questions for him, please feel free to call him.

T. Paige stated that the Township would have some changes to the contract to consider, but the City has a greater decision to make. T. Paige stated that if the City decides to share law enforcement coverage with the Township, they would need to discuss the cost break down between the two communities. T. Paige stated that he and Mayor McNally will have to present this information to their Boards. It was agreed that Mike Gray would get additional information to the committee through Betty Owen. It was stated that this information will be presented at another committee meeting for further discussion by the committee.

The meeting ended at 11:00 a.m.

Minutes Respectfully Submitted by:  
Betty Owen