

MINUTES OF THE METRO POLICE AUTHORITY OF GENESEE COUNTY
REGULAR BOARD MEETING HELD ON JUNE 20, 2019

METRO POLICE AUTHORITY OF GENESEE COUNTY BUILDING
5420 HILL 23 DRIVE
FLINT, MI 48507

The Regular Meeting of the Metro Police Authority of Genesee County was called to order by the Board Chair, Kay Doerr on June 20, 2019, at 10:00 a.m. Kay Doerr welcomed everyone and led the Pledge of Allegiance.

Kay Doerr requested Janette MacAinsh to do a roll call of members present.

Present: Kay Doerr, Cory Bostwick, Dennis Cramer, David Krueger, Tonya Ketzler and Vane King. Rae Lynn Hicks was absent.

Also Present: Chief Matt Bade, Lieutenant Joel Grahn, Shawna Farrell, Adam Zettel.

MINUTES

Kay Doerr asked that the word prevention be added before the word coalition in 2 places in the minutes. Tonya Ketzler made a motion to accept the minutes with corrections; Cory Bostwick supported the motion. **MOTION CARRIED**, unanimously.

AGENDA

Kay Doerr presented the agenda for approval. Dennis Cramer made a motion to approve the agenda; David Krueger supported the motion. **MOTION CARRIED**, unanimously.

1. DEPARTMENTAL ACTIVITY

- a. **Home Town Days-Incident Command.** Chief Matt Bade reported that incident command at the Swartz Creek office worked well and they plan to do it again in the future.
- b. **Recent Incidents.** Lt. Grahn reported that there was a recent incident that had been taped and posted on Facebook. Lt. Grahn and Chief Bade both said that Officer Hiben showed great restraint during the traffic stop and subsequent arrest of both the driver and female passenger who took a couple of swings at Officer Hiben and hit him with her shoe. Chief Bade said the posting on Facebook had a lot of comments. Lt. Grahn said that the next day he and Chief Bade spoke to the person who took the video and got his information. Kay Doerr said she saw the video of some dip wad doing a terrible thing and the onlooker degrading the police. Chief Bade said the video had been removed because of the comments that were pro police.

Lt. Grahn further commented on the department stats reporting that B&E's were down from a year ago, but OWI's were up.

- c. **Pace Scheduler.** Chief Bade reported that the department would be purchasing new scheduling software designed for public safety agencies. Lt. Grahn said currently 5 different excel spreadsheets are used with the current scheduling software which has been used since 2007. Lt. Grahn said that with the computer updates to Windows 10, the software does not work on the new computers. Chief Bade said this new software will also be helpful with the PPU calculations.

2. ADOPTION OF IMPOUND PROCESSING FEE

Kay Doerr turned the meeting over to Chief Bade regarding impound fees. Chief Bade said that at the moment, the department does not have an impound fee, and that Metro was one of few agencies that do not charge. There was Board discussion with Chief Bade, Lt. Grahn and Shawna Farrell about how much to charge based on wages and time. Tonya Ketzler made a motion to adopt an impound processing fee policy and procedure with a minimum \$50 cost. There was Board discussion about the fee and documentation. Cory Bostwick seconded the motion. **MOTION CARRIED**, unanimously.

3. CHIEF'S CONTRACT-ATTORNEY KILBY'S RESPONSE

Kay Doerr read Attorney Kilby's email that had been provided with two different documents for the Board to consider. Attorney Kilby's email said with the first document was an addendum to the current contract which will expire when the current contract expires. Attorney Kilby's email said the second document is a modification to the current contract and is a true evergreen contract which continues in perpetuity until it is terminated by one of the parties to the contract. Attorney Kilby's email said the only variable that would change is compensation and the modification allowed for that change to be done is by resolution or motion of the Authority Board prior to or at the time the budget is adopted. Kay Doerr read the evergreen addendum saves money and added that Attorney Kilby did not charge for drafting the evergreen addendum, and thanked Attorney Kilby for looking down the road and preparing the document. There was Board discussion. David Krueger said he suggested that the contracts be identified as contract A and contract B, and made a motion to adopt contract B; Dennis Cramer seconded the motion. **MOTION CARRIED**, unanimously.

4. BUDGET

Kay Doerr presented the next agenda item. Kay Doerr reminded the Board that Tonya Ketzler had suggested that the Board use the word financials to cover both the Budget Statement and Transaction List. Shawna Farrell reviewed the financial statements. Tonya Ketzler made a motion to accept the financials as presented. The Board reviewed the transaction list. Cory Bostwick supported the motion. **MOTION CARRIED**, unanimously.

5. POLICE PROTECTION UNITS (PPUs)

Chief Bade said that the goal for calculating the PPU's has been to have some kind of framework that works now and in the future with any other municipalities that may come on. Chief Bade acknowledged Shawna Farrell for her work on this. Shawna Farrell said that last fall when the idea was introduced, it was divided into 3 categories; Officers, Administrative, and Overhead PPU's.

Shawna Farrell said when they met a couple of weeks ago there was discussion that it may be advantageous to add in a category for Community Safety. Shawna Farrell explained that when the Authority is looking for other municipalities to be added, that would be another area for the PPU that they could say they weren't interested in those particular services. Shawna Farrell said the categories would be Officers, which would be patrol officers out on the road and the Sergeants; Admin which would include the Chief, Lieutenant, Admin Sergeant, 4 clerical employees, 1 maintenance employee, and the Detectives. She explained this would give a way in the future to break the category out further to determine how much of Admin is Detectives or clerical. The Community Safety category includes the FANG officer, the Traffic Safety Officer, Code Enforcement, and Community Policing Officers, which involve the two SRO Officers on their down time in the summer. Shawna said the overhead PPU is basically all of the rest of the expenditures including maintenance, building rent, utilities, and the rest of the expenditures that go into the overhead in running the facility. Shawna Farrell went over the breakdown of the PPU figures based on the 2019 budget. Chief Bade added that the PPU's do not account for unpredictable events that may cost a lot of overtime. There was Board discussion about the figures and outlier events including billing the overtime hours to each municipality for those unpredictable events. Chief Bade reported that he had reached out to Attorney Kilby who referred him to Section 6.02 of the Interlocal Agreement which talks about funding of the Police Authority in year 4 and subsequent years thereafter which doesn't say how that it is achieved. Chief Bade reported that Attorney Kilby said that once the Board approves a PPU structure, he would draft an agreement to be approved by the Board and then sent to the respective municipalities for approval.

Chief Bade asked for input from Adam Zettel in regards to overtime. Adam Zettel said that he would like to see a mechanism where both Metro and the municipalities have incentive to be accountable for the overtime. Adam Zettel also said the municipality can't force the Authority to spend money they don't have, and should provide a way for the Authority to come back to the municipality. Kay Doerr added that there needs to be a mechanism in the Agreement that maps out what happens in an unexpected event. Chief Bade said that if the events are tracked and something happens, a mechanism is only being considered for the "what if" situations. Adam Zettel suggested that the municipalities could pay for the event as it happens, that way Metro is saving their money to be used as needed. Adam Zettel also suggested that how some institutions share sick time, a hefty overtime allocation could be put in to be shared, and rolled into the fund balance to be used as needed. Lt. Grahn liked the idea of charging for a qualifying event as it happened. Adam Zettel said anytime you have a disaster, it is billed to that entity, but he likes the idea that Metro would have the resources to staff how they want to. Chief Bade said a threshold, and a definition of an outlier event would have to be established, or could be defined by an event that has a 5% impact on the municipality's overtime budget. Adam Zettel said he likes ensuring that there is a fund balance. Adam Zettel added that the Authority could have 1 event that would blow up the budget and with a fund balance, it would eventually average out and benefit everyone. Adam Zettel said that he would like to see the fund balance carried by the Authority. Adam Zettel said that way the Authority can use their labor as they see fit. Adam Zettel said there could be something at some level that was so massive it just had to be billed back, but that would be disaster level, but that he would rather pay more annually so that there is a buffer that would balance out in the long run. Adam Zettel said he would like to annualize the overtime budget, or ensure the overtime budget by paying more each year instead of worrying about the event that could happen. Lt. Grahn asked Shawna if a line could be added into the Admin cost for a percentage based on your budget / call volume. Shawna Farrell answered yes, but said what would be a little less complicated is if a line was added to the Admin

budget called unforeseen catastrophic expenses so that it would be funneled down in the PPU's. Shawna Farrell added that if those funds aren't used, the Board can reserve it for catastrophic carry over as Adam Zettel had suggested. Shawna Farrell said she thought that would be a great idea. Adam Zettel said he still thinks disasters should be billed to the municipalities.

Chief Bade reiterated what Adam Zettel said, that moving forward that within the PPU's, rather than breaking out overtime and separating everything, we continue to share that resource like has been done for the past 3 years and in the event of a disaster, the municipality would pick up the cost of it, and a disaster would have to be defined at some point. Adam Zettel said that the natural disasters are declared so they're formalized as disasters. Adam Zettel said that for budgeting for the City, he would rather pay \$10,000 more per year so it's covered Kay Doerr said it is like insurance.

Tonya Ketzler asked if there should be motion to talk about this next month. David Krueger suggested that it be moved to next month. Chief Bade asked if there would be a meeting in July. Kay Doerr said she will be gone in July as well as Rae Lynn Hicks will be gone. Chief Bade said the next meeting is July 24th and asked if the PPU discussion could be moved to August. Kay Doerr said the Board would revisit the Police Protection Units, and hoped that something could be passed on to the Attorney after that.

Tonya Ketzler left the meeting at 11:04 a.m.

6. FANG/GAIN

Dennis Cramer said he didn't have anything to report on GAIN and that the FANG meeting had been scheduled for today, so he didn't have anything yet to report on that.

7. FUNDRAISING COMMITTEE

Cory Bostwick said the committee was still working on things, and would probably have something on it next month.

8. Open House Date

Kay Doerr introduced the topic of having an Open House again this year. There was Board discussion about available dates. Chief Bade proposed a tentative date of August 21st from 6:00 p.m. – 8:00 p.m. for the Open House.

9. July Meeting

PUBLIC COMMENT

Adam Zettel said he hopes he's not messing up the overtime plans with his thoughts, and said it has to be paid for, and Metro shouldn't have to worry about where the money is coming from when they're doing it, and likes the idea that they're in fact spending their money.

Bob Plumb added that it was better to budget and not need it than to need it and not have it.

BOARD MEMBER COMMENT

Vane King said it was excellent work by everybody that worked on the PPU's. Great job.

Dennis Cramer said he thought it was important to get the structure up as soon as possible. Dennis Cramer added that he has some concerns in the community stating that some residents off Winshall Drive were complaining about after-hours use of the park, and vandalism behind the restroom area. Chief Bade asked Mr. Cramer to have his constituents to reach out directly to Metro and that would be helpful.

Chief Bade asked the Board to give the PPU structure some thought and the overtime is a point of discussion and thinks Adam Zettel's idea is great. Chief Bade said he thought maybe in August the Board could make those decisions and have Attorney Kilby draft the Agreement and move forward with the PPU structure so the Authority could get going on the budget.

Cory Bostwick said she agrees with Vane and thanked those involved who worked on the PPU. Thinks it's a good idea of where it's headed and thanked Adam Zettel for his input.

David Krueger said that the Swartz Creek Fire Department puts aside \$75,000 a year in the annual budget for a new fire truck when they need one and that builds up, rather than needing a fire truck this year and have to cough up \$300,000 or \$400,000 that they don't have. David Krueger said he thinks putting aside money for eventual use that will hit sooner or later is a good idea. David Krueger also said he was going over the stuff from the Auditor's report and had a question about a figure. Shawna Farrell said the \$17,000 was for SRO services billed, but had not been received within 60 days of the end of the year and it be accounted for in the following year. Shawna added that she would try to get the invoices out so that the payment comes in within the 60-day window.

Kay Doerr said she attended the Genesee County Board of Commissioner's Meeting where the Prosecutor was talking about the fact that his staff was decimated during the economic downturn, and it was difficult to get things done. She said she was pleased to see a number of the Police Chiefs showed up including Chief Bade and testified to say what it was like to try and get a warrant. Kay Doerr said that Prosecutor Leyton has prevailed in getting some people back. Kay Doerr added these things need to get done and the downside to that is she noticed that there is a Public Notice for a hearing next Wednesday on raising the millage rate for Genesee County Operating Expense to cover that as the County was close to needing an Emergency Manager. Kay Doerr said reality is this is not optional, and we have to do this work and it was good to have our Chief there supporting that work.

David Krueger made a motion to adjourn; Dennis Cramer supported the motion. MOTION CARRIED, unanimously.

Meeting adjourned 11:20 a.m.