

Baroda-Lake Police Board  
Minutes of meeting – Tuesday, March 14, 2017  
Lake Charter Township PSB

Chairman Bob Clark called the meeting to order at 4:00 p.m.

**Roll Call:**

Bob Clark	Lake Charter Township	Present
Gloria Payne	Lake Charter Township	Present
Jim Stine	Lake Charter Township	Present
Jim Brow	Baroda Township	Present
David Wolf	Baroda Township	Present

**Others Present:** Shawn Martin, Chief of Police, Jamie Smith, John Wilk and Recording Secretary; Stacy Allen.

**Amend/Set Agenda:** Add Gerbel Audit and to add meeting time adjustment to the agenda

**Public Comment:** None

**Minutes of Last Regular Meeting:** To accept the minutes of the last regular meeting of January 10, 2017 as presented.

Motion by Jim Brow

Seconded by Gloria Payne

Motion carried.

**Finance Report:** Jamie Smith stated that we are right on target with both the General fund and Drug fund budgets.

**Bills:** To approve the General Fund bills as presented.

Motion by Gloria Payne

Seconded by Jim Stine

Motion carried.

To approve the Drug Fund bills as presented.

Motion by Jim Brow

Seconded by Jim Stine

Motion Carried.

**Bookkeeper's Report:** Jamie Smith gave the following balance.

General Fund Balance: \$219,641.67 as of March 11<sup>th</sup>

Drug Fund Balance: \$22,791.43 as of March 6<sup>th</sup>

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**2017-2018 Budget:** Jamie Smith stated that purchasing a new car is in this budget.

Jamie Smith stated that Baroda increased the amount they are giving to \$180,000.00 and that she will increase the amount Lake Township is giving to \$564,584.00.

Motion to approve the 2017-2018 General fund budget as amended.

Motion by Dave Wolf

Seconded by Jim Brow

Motion carried.

Motion to approve the 2017-2018 Drug fund budget.

Motion by Dave Wolf

Seconded by Jim Stine

Motion carried

**Old Business:**

**Explorer #76:** Chief Shawn Martin gave a brief update of car #76 stating that it just went into service.

**Tahoe #70:** Chief Shawn Martin gave a brief update saying he turned the Tahoe over to Fire Chief Harold Heyn and that we still have it insured, until they put insurance on it.

**New Business:**

**Gerbel Audit:** Chairperson Bob Clark stated that the Gerbel audit came out to \$5,519.00 not to exceed for the 2016 audit.

Motion to accept the Gerbel & companies bid for the 16-17 audit at \$5,519.00

Motion by Jim Brow

Seconded by Gloria Payne

Motion carried

**Meeting time adjustment:** Chairperson Bob Clark stated that he would like to move the meeting time to 4:00 pm or 5:00 pm.

Motion to approve moving the meeting time to 5:00 pm.

Motion by Gloria Payne

Seconded by Dave Wolf

Motion carried

**2016 Annual report:** Chief Shawn Martin presented the 2016 annual report.

**Updated handbook:** Chief Shawn Martin presented the updated employee handbook, everything in bold has been updated. He stated that he met with someone from the Berends-Hendricks and Stuit insurance company that we have insurance through regarding updated the hand book. MERS payment the department is currently paying 9.96%; it increases every couple of years if it is made to sound generic in the handbook we would not have to update it every time it increases.

Chairperson Bob Clark stated that he would like the HR specialist who helped the Township with their handbook to take a look at it and to table this for now. Have a special meeting just for this.

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**AED purchase:** Chief Shawn Martin stated that he would like to purchase another AED for \$1,295.00 for the new vehicle.

Motion to purchase the AED from Cardiac Science for \$1,295.00.

Motion by Gloria Payne

Seconded by Jim Stine

Motion carried

**Motorola radio purchase:** Chief Shawn Martin stated that the radios were budgeted, but that the price for the two radios has gone up \$1,000.00. 800 Mhz radios one is an in-car radio and one is a portable.

Motion to purchase these radios not to exceed \$8,550.00 from Motorola Solutions unless gets a better deal from wherever medic got theirs. Chief Shawn Martin stated he believes it would be the same price since it will be bough under the States price purchasing program.

Motion by Gloria Payne

Seconded by Dave Wolf

Motion carried

**2017 Explorer #77:** Chief Shawn Martin stated that a new vehicle is in the 2017-2018 budget. The new Explorer will be replacing the 2010 Crown Vic, car #71.

Motion to purchase new 2017 Ford Explorer not to exceed \$8,300.00 for yearly payment.

Motion by Gloria Payne

Seconded by Jim Stine

Motion carried

**Chief's Report:**

**Civil Forfeitures:** Chief, Shawn Martin gave a brief update of the civil forfeitures.

**Officer Training:** Officer Duncan Gast just went to a CPR recertification. Officer John Hopkins, Officer Wes Koza and Officer James Howell went to a legal update. All officers and the Chief are signed up for street survival training for October 18<sup>th</sup> and 19<sup>th</sup>.

**Media Articles:** Chief, Shawn Martin gave a brief summary on all media articles that ran the months of January 2017 through March 2017.

**Correspondence:** Chief, Shawn Martin gave a brief summary on all correspondences that came in during the months of January 2017 through March 2017.

**Police Activity:** Chief Shawn Martin stated that we are getting a department photo which will be hung up in the lobby. We have "Back the Blue" wrist bands from Child Safety, they were a big hit with the kids at the minute to win it they had at the middle school.

**Calls for Service:** We are currently at 484 calls for 2017

**Vehicle Report:** Chief Shawn Martin gave a brief update on the.

**Agency Comments:** None

**Public Comment:** None

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**Next meeting May 9, 2017 @ Lake Charter Township PSB @5:00 pm**

**Adjournment:** Adjournment of meeting.

Motion by Gloria Payne

Seconded by Dave Wolf

Motion Carried.

The meeting was adjourned at 6:10 p.m.

Respectfully submitted

Stacy Allen