

Village of Bellaire

PUBLIC SAFETY COMMITTEE

Dan Bennett, Chairman

Dave Ciganick

David Schulz

COMMITTEE MEETING MINUTES

December 8, 2017 at 8:00 a.m.

1. **Call to Order:** Chairman Bennett called the meeting to order at 8:05 a.m.

2. **Roll Call Attendance:**

Present: Chairman Bennett and David Schulz

Absent: Dave Ciganick

Staff Present: Lori Luckett, Clerk and William Drollinger, Police Chief

Also Present: None

3. **Approval of Agenda:** The agenda was approved.

Motion by Chairman Bennett, seconded by President Schulz, to approve the agenda as presented. Motion carried by unanimous voice vote.

4. **Approval of Minutes:** The minutes of the January 19, 2017 meeting were approved.

Motion by President Schulz, seconded by Chairman Bennett, to approve the minutes of the January 19, 2017 meeting as presented. Motion carried by unanimous voice vote.

5. **Public Comment on Agenda Items:** None presented.

6. **Old Business:** None presented.

7. **New Business:**

- a) **Signage:** Chief Drollinger recommended that the “No Parking” signs by Richardi and Antrim Street be removed. He stated that the signs currently do not serve a purpose and actually limit parking for those who want to use the play station. Cars have to be parked in the lot or on Mopar Lane. Chief Drollinger noted that the street is very wide at that corner. The signs are faded out. Clerk Luckett suggested that the code be reviewed. There was brief discussion and a motion was made by Chairman Bennett to accept the recommendation. President Schulz requested to amend the motion to state that removal be recommended to village council. The motion was then made to recommend to the village council to accept the removal of the “No Parking” signs per recommendation of the police chief.

Motion by Chairman Bennett, seconded by President Schulz, to recommend to village council the removal of the “No Parking” signs per recommendation of the police chief. Motion carried by unanimous voice vote.

- b) **2018-2019 Budget Items:** Chief Drollinger noted that the proposed budget for 2018-2019 is similar to the 2017-2018 budget. The only major expenditure this year is the reporting software. The current software is no longer supported. The company has recommended that data be kept on line and off site. Local departments have decided to opt out of this system. The sheriff’s department, for a one-time fee of about \$3400, is allowing local departments to enter into their reporting system. The village is currently paying \$1000 a year for software support even though the software is no longer supported.

The annual cost for the system through the county will be \$260. This will allow all departments to be on the same page. The one-time fee includes training. The only item currently under review is FOIA requests. Because information will be on the county server, the prosecutor has to determine to whom FOIA requests will be made. It is hoped that this system will be on line in January. As this will be in the current fiscal year, President Schulz noted that a budget amendment would be necessary. Chairman Bennett made a motion to recommend to village council the police chief's recommendation regarding the reporting system.

Motion by Chairman Bennett, seconded by President Schulz, to recommend to village council the police chief's recommendation regarding the reporting system. Motion carried by unanimous voice vote.

Before beginning budget discussions, it was noted that there is a section in the code prohibiting parking on Richardi and Antrim Street. This section will have to be repealed. Chief Drollinger noted that there are other provisions that should be addressed.

The committee continued review of the budget. President Schulz explained that wage information would be transferred. Administration and Personnel will be reviewing cost of living and wages. There was discussion of expenditures by line item. Approved amounts for 2017-2018 will be transferred to the proposed 2018-2019 budget. As with previous budgets, \$7000 will be set aside for future police vehicles. President Schulz made a motion to recommend that the Administration and Personnel Committee use the 2017-2018 expenditure numbers for the 2018-2019 Public Safety budget.

Motion by President Schulz, seconded by Chairman Bennett, to recommend that the Administration and Personnel Committee use the 2017-2018 expenditure numbers for the 2018-2019 Public Safety budget. Motion carried by unanimous voice vote.

The committee reviewed the revenue line items. Chief Drollinger stated that he received a call about the availability of 302 funds. \$500 is available annually from the State of Michigan for education, training and ammunition. It is necessary to account for these funds and expenditures on their own line item. President Schulz asked Chief Drollinger if he was comfortable using the same revenue amounts, with the exception of the funds to be appropriated and transferred in, for the 2018-2019 budget. Chief Drollinger indicated that he was. President Schulz made a motion to recommend that the Administration and Personnel Committee use the 2017-2018 revenue projections for the 2018-2019 Public Safety budget.

Motion by President Schulz, seconded by Chairman Bennett, to recommend that the Administration and Personnel Committee use the 2017-2018 revenue projections for the 2018-2019 Public Safety budget. Motion carried by unanimous voice vote.

Chairman Bennett expressed appreciation for Chief Drollinger's efforts with the budget. There was a question about whether proposed expenditures could exceed proposed revenues. It was agreed they could not. Chairman Bennett made a motion to recommend forwarding to the Administration and Personnel Committee the proposed budget for Public Safety.

Motion by Chairman Bennett, seconded by President Schulz, to recommend forwarding to the Administration and Personnel Committee the proposed budget for Public Safety. Motion carried by unanimous voice vote.

- 8. Discussion:** Chairman Bennett asked if there were items the department would need in the future. Chief Drollinger noted that mobile terminal data equipment would be the next item. While the cost will be funded through the county, the department will want two laptops. Funds will likely be needed for the second laptop. There are very few items on the department wish list because the equipment has been made available. Overall, the officers are very satisfied with the armament and equipment. The committee discussed the recent safety incident in the school.
- 9. Communication/Informational:** None presented.
- 10. Closing Member/Public Comments:** None presented.
- 11. Adjourn:** Meeting adjourned at 8:53 a.m.

Compiled by Lori Luckett, Clerk
Minutes are subject to approval.

Approved: _____
Daniel Bennett, Chairman

Date: _____