



# Shepherd Police Department



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Saturday, May 14, 2011

President Lee Coughlin  
Law Enforcement Sub Committee  
Village of Shepherd Council

This document will be an overview of activities throughout the Maple Syrup Festival (MSF) Event for 2011. It will also address areas in need of attention and pre-planning for the 2012 event.

The 2011 Maple Syrup Festival officially started Thursday, April 28<sup>th</sup> 2011 and continued on Friday, April 29, Saturday April 30<sup>th</sup> and Concluded on Sunday, May 1<sup>st</sup>. The official start times were nine o'clock in the morning until dark on most nights excluding Sunday. Sunday ended after the parade which was approximately four o'clock. There was a variety of activities within the village along with the carnival which was established inside the village limits. However the department did see an increase in traffic and complaints starting on Wednesday, April 27<sup>th</sup>.

The Shepherd Police Department was involved with pre-planning of the event including meeting with the MSF festival committee, parade organizers, business and residential community.

## Law Enforcement Schedule

The Shepherd Police Department worked an aggressive schedule. The hours worked for officer Janofski and Police Chief Michael Main are as follows:

	Thursday	Total	Friday	Total	Saturday	Total	Sunday	Total	Total Per Officer
Main	9:00 22:30	13.5	10:00 3:00	17.0	10:00 2:00	16.0	10:00 17:00	7.0	53.5
Janofski	13:00 22:50	10.5	8:30 3:00	18.5	9:00 2:00	17.0	11:00 17:00	6.0	52.0
<b>Total Hours</b>	<b>105.5</b>	<b>24.0</b>		<b>35.5</b>		<b>33.0</b>		<b>13.0</b>	<b>105.5</b>

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### Law Enforcement Mutual Aid

A discussion was held with the Isabella County Sheriff Leo Mioduszewski and the Michigan State Police Post Commander Lt. Chris Stolicker in regards to law enforcement activities for the three and half day event. Shepherd PD requested mutual aid for extra patrols including foot patrols, extra presence via patrol units and visibility in establishments selling alcohol. The Michigan State Police (MSP) and the Isabella County Sheriffs (ICSD) office did provide as much visibility as possible. Their ability to provide extra presence however was governed by complaint and call loads during this time. This year's event also landed on the same weekend as final exam week for Central Michigan University. This time usually is extremely busy for the police units in and around Mt. Pleasant and Union Township. This kept the Sherriff's office and MSP busy throughout the weekend.

The Shepherd Police Department was granted permission by the Sherman Township Marshall Robert Hooker to use a Yamaha Rhino® side by side ORV. The ORV was outfitted with law enforcement lighting. This mode of transportation was highly effective in traffic control, law enforcement response in emergency situations and community relations.

### Non-Law Enforcement Assistance

The Shepherd Police Department was assisted twice by the Citizens Emergency Response Team (CERT). The CERT team assisted with traffic control at intersections with in the village during both the Emergency Vehicle parade on Friday night and the annual float and attraction parade on Sunday. The CERT team arrived one hour early for briefing on assignments. They also were equipped with Isabella County Emergency Management Operations communication equipment. The CERT team utilized safety vests and other equipment provided by the CERT team. A special thank you to the Red Maple Hair Salon for food that was donated for the weekend it was greatly appreciated.

### Law Enforcement Issues

During the event the Shepherd Police Department utilized Central Dispatch to document all activities that were reported. The Shepherd Police Department documented forty-four incidents starting Thursday and ending Sunday. These incidents were general non-criminal, civil and criminal in nature. A total of nine actual complaint numbers were pulled and reports written.

There were more parking issues this year caused by yard sales throughout the village. The Shepherd Police Department took a proactive approach and was able to keep the streets open for emergency traffic. During all of the contacts made no citations were required to be issued.

The department attempted to deploy what is called the Code Spear system. This was a communications device available through the Emergency Operations Central. The devices were set up to assist with communications on portable radios and the dispatching central. Un-fortunately due to limited portable antenna placement availability the system did not work as anticipated.

There were three vehicles towed during the event. The first was towed from Fifth Street which was blocking a lane of traffic. This vehicle was hindering travel to a local church during a church event and was requested to be removed. The remaining two vehicles were towed from Wright Avenue for the parade activities. Shepherd Police department made every attempt to find the registered owners of these vehicles to move them before requested local wrecker service assistance.

The break down listed below is a more detailed list of the forty four reported incidents by day, time and description.

4/28/2011	13:08	Thursday	Alarm
4/28/2011	13:09	Thursday	Parking Issue
4/28/2011	13:18	Thursday	Parking Issue
4/28/2011	14:34	Thursday	Parking Issue
4/28/2011	14:44	Thursday	Parking Issue
4/28/2011	16:17	Thursday	Parking Issue
4/28/2011	16:19	Thursday	Parking Issue
4/28/2011	18:20	Thursday	Parking Issue
4/28/2011	18:31	Thursday	Follow Up - Animal Control
4/28/2011	18:42	Thursday	Parking Issue
4/28/2011	21:16	Thursday	MDOP
4/29/2011	11:57	Friday	Parking Issue
4/29/2011	13:06	Friday	Parking Issue
4/29/2011	14:47	Friday	Parking Issue
4/29/2011	16:35	Friday	Traffic Stop
4/29/2011	19:38	Friday	Civil Matter
4/29/2011	19:40	Friday	Check Well Being
4/29/2011	22:41	Friday	Fight
4/29/2011	23:18	Friday	Transport Juvenile Home
4/29/2011	7:30	Friday	Harassment
4/30/2011	1:05	Saturday	Transport Intox Subject
4/30/2011	2:25	Saturday	Suspicious Situation
4/30/2011	11:13	Saturday	Motorist Assist
4/30/2011	11:31	Saturday	Funeral Escort
4/30/2011	12:14	Saturday	Parking Issue
4/30/2011	13:34	Saturday	Motorist Assist
4/30/2011	13:38	Saturday	Motorist Assist
4/30/2011	13:54	Saturday	Check Well Being
4/30/2011	14:07	Saturday	Motorist Assist
4/30/2011	14:29	Saturday	Lost and Found
4/30/2011	14:56	Saturday	Traffic Stop
4/30/2011	16:02	Saturday	Parking Issue
4/30/2011	17:15	Saturday	Parking Issue
4/30/2011	17:36	Saturday	911 Hang up
4/30/2011	18:05	Saturday	Traffic Stop
4/30/2011	18:50	Saturday	Juvenile Delinquent
4/30/2011	20:10	Saturday	Trespass
4/30/2011	20:48	Saturday	Animal Control
4/30/2011	21:31	Saturday	Parking Issue
5/1/2011	0:43	Sunday	Domestic
5/1/2011	12:56	Sunday	Parking Issue
5/1/2011	12:57	Sunday	Parking Issue
5/1/2011	14:06	Sunday	Suspicious Situation
5/1/2011	17:00	Monday	Ord Issue - Garbage

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Off Road Vehicle Permits

The Village of Shepherd council enacted a variance to the off road vehicle (ORV) requirements for the Maple Syrup event. The Variance allowed certain ORV's such as side by side carts, golf carts etc. The variance outlined some safety regulations such as hours of operation, certain streets and locations in which the ORV's were not allowed to travel on. The permits were a Yellow and Green flag with an area for a permit number to be issues. The department handed them out with a rule sheet. The department also provided two zip ties to mount the flag in a visible location. The flags cost roughly \$ 2.00 dollars apiece. The permits were a souvenir item for the purchaser to keep.

During this permit process the Shepherd Police Department registered sixty-eight (68) ORV's. There was no charge to the festival and police department ORV's used for festival activities. A total of three-hundred and thirty dollars (\$ 330.00) was generated for the sale of permits. These funds have been turned into the Village Clerk for processing. The department was able to re-coop its cost of the flags and other items needed for the permits. It also created a small fund for the future purchase of items needed for the next MSF event.



Traffic Control Order(s)

There was four traffic control order signed for the Maple Syrup event. The orders are listed below and were only active for the MSF.

**Red Maple Lane Parking**

<b>Traffic Control Order Number</b>	11-0001			
<b>Issued by</b>	Chief of Police Michael Main			
<b>Department Requesting Order</b>	Dept of Public Works			
<b>Requesting Dept Head Signature</b>				
<b>Date Issued</b>	4/19/2011			
<b>Date Filed with Clerk</b>	4/19/2011			
<b>Date of Expiration</b>	5/1/2011			
<b>Resolution Adopted</b>	N/A			
<b>Status</b>	Temporary			

**No Parking on Wright Ave for Car Show**

<b>Traffic Control Order Number</b>	11-0002			
<b>Issued by</b>	Chief of Police Michael Main			
<b>Department Requesting Order</b>	Dept of Public Works			
<b>Requesting Dept Head Signature</b>				
<b>Date Issued</b>	4/19/2011			
<b>Date Filed with Clerk</b>	4/19/2011			
<b>Date of Expiration</b>	5/1/2011			
<b>Resolution Adopted</b>	N/A			
<b>Status</b>	Temporary			

**No Parking on Wright Ave for Parade**

Traffic Control Order Number	11-0003				
Issued by	Chief of Police Michael Main				
Department Requesting Order	Dept of Public Works				
Requesting Dept Head Signature					
Date Issued	4/19/2011				
Date Filed with Clerk	4/19/2011				
Date of Expiration	5/1/2011				
Resolution Adopted	N/A				
Status	Temporary				

**Street Closure on First/Hall and Second/Hall (eliminating parking and traffic near carnival)**

Traffic Control Order Number	11-0004				
Issued by	Chief of Police Michael Main				
Department Requesting Order	Dept of Public Works				
Requesting Dept Head Signature					
Date Issued	4/19/2011				
Date Filed with Clerk	4/19/2011				
Date of Expiration	5/1/2011				
Resolution Adopted	N/A				
Status	Temporary				

Issue Identified for Improvement

The Shepherd Police Department identified the following areas for improvement related to the police department.

- 1) It is the police department's recommendations that a procedure or ordinance be developed to require all garage sales to be registered with the police department especially over the MSF weekend. This would allow pre-planning for potential traffic issues related to parking and congestion to these sales. I believe with pre information on these events the police department can work with the property owner and DPW in advance to assure the smoothest flow of traffic. The police department would be able to document these events and offer a map for potential visitors and costumers during the event which could be available through our social media sites and websites. This would assist with compliancy from the residents.
- 2) Create better antenna placement for Code Spear and attempt to use the system for better communication with dispatch center and other agencies.

The entire event related to the Shepherd Police Department was a positive experience. I believe long hours and pro-active law enforcement contributed to the overall success and safety of the event and village. There was a great positive working relationship between the police department and Department of Public works, ICSD, MSP, event staff, CERT, Shepherd School, visitors and community residents. I would also like to thank Officer Janofski and his family in regards to some very long hours served. The Shepherd Police Department looks forward to the next years planning and process, and to make the event a positive and safe time for all who attend.

Respectively, Chief of Police



Michael J. Main

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