



Shepherd Police Department



251 West Wright Avenue
PO Box 562

Shepherd MI 48883

Telephone 989 828 5045 Fax 989 828 7017

Monday, July 14, 2014

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 2013. It will also address areas in need of attention and pre-planning for the 2014 event.

The 2013 Maple Syrup Festival officially started Thursday, April 25th 2013 and continued on Friday, April 26th, Saturday April 27th and concluded on Sunday, April 28th. The official start times were nine o'clock in the morning until dark on most nights excluding Sunday. Sunday ending time was scheduled for the end of the parade. However the carnival stayed opened past the scheduled close time of four o'clock. There was a variety of activities within the village along with the carnival which was again within the village limits, located on the Shepherd School property. The department did see an increase in traffic and complaints starting on Wednesday, April 25th consistent with previous years.

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	7:00	23:00	16.0	9:00	2:00	17.0	9:00	2:00	17.0	9:00	19:00	10.0	60.0
Janofski	11:00	23:00	12.0	9:30	2:00	16.5	9:00	2:00	17.0	10:00	19:00	9.0	54.5
Total Hours			28.0			33.5			34.0			19.0	114.5

Serving with Pride, Professionalism and Integrity

7/14/2014

www.villageofshepherd.org or mmain@villageofshepherd.org

Law Enforcement Mutual Aid

A discussion was held with the Isabella County Sheriff Leo Mioduszewski and the Michigan State Police Post Commander Lt. Larry Schloegl in regards to law enforcement activities for the four 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.

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 within 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 seventy-two incidents starting Thursday and ending Sunday. This was an increase of sixteen complaints from the prior year. These incidents were general non-criminal, civil and criminal in nature. A total of thirteen actual complaint numbers were pulled and reports written.

The department did handle one felony assault involving a weapon in the midway of the carnival. At this time the incident has been investigated and felony criminal warrants have been issued for the suspect.

The Police Department initiated a voluntary registration of yard/garage sales throughout the Village. In turn the Police Department was able to present a Google map showing the location of the sales. This allowed the department to pre-plan traffic and signage requirements. There were a total of forty sales registered all but four were inside the Village limits. I believe this was a useful tool as traffic was intense at times but controllable throughout the event. 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 break down listed below is a more detailed list of the forty four reported incidents by day, time and description. There were sixteen incidents in the Township during the MSF, these events were handled by the department, Isabella County Sheriff's office and animal control over the four day period. The following page shows a complete breakdown list of incidents over the festival period.

4/25/2013	0:55	Thursday	Alarm	No Reponses	300 West Wright Avenue
4/25/2013	10:34	Thursday	Property Damage Accident	Shepherd Police Department	6000 South Leaton Road
4/25/2013	11:01	Thursday	Animal Control	Animal Control	8000 South Loomis Road
4/25/2013	11:09	Thursday	Personal Injury Accident	Shepherd Police Department	US127/Countyline
4/25/2013	11:28	Thursday	Animal Control	Animal Control	9000 East Pleasant Valley
4/25/2013	12:25	Thursday	Parking Complaint	Shepherd Police Department	Chippewa/Orchard
4/25/2013	12:32	Thursday	Suspicious Situation	Shepherd Police Department	100 East Hall Street
4/25/2013	13:57	Thursday	Animal Control	Animal Control	8000 South Loomis Road
4/25/2013	15:08	Thursday	Traffic Stop	Shepherd Police Department	300 West Wright Avenue
4/25/2013	17:50	Thursday	Traffic Stop	Shepherd Police Department	Summerton/Walton
4/25/2013	20:19	Thursday	Animal Control	Shepherd Police Department	Wright/Third
4/25/2013	21:34	Thursday	Animal Control	Shepherd Police Department	10000 South Wise Road
4/25/2013	22:13	Thursday	Traffic Stop	Shepherd Police Department	Blanchard/Wise
4/25/2013	22:27	Thursday	Fail to pay	Shepherd Police Department	500 East Wright Avenue
4/25/2013	22:30	Thursday	Subject Stop	Shepherd Police Department	100 East Maple Street
4/25/2013	22:36	Thursday	Traffic Stop	Shepherd Police Department	Loomis/Blanchard
4/25/2013	22:47	Thursday	Suspicious Situation	Shepherd Police Department	400 East Wright Avenue
4/25/2013	23:02	Thursday	Traffic Stop	Shepherd Police Department	Wright/Chippewa
4/26/2013	10:31	Friday	Property Damage Accident	Shepherd Police Department	200 West Wright Avenue
4/26/2013	11:33	Friday	Funeral Escort	Shepherd Police Department	Wright/Chippewa
4/26/2013	12:29	Friday	Reckless	BOL	US127/10000
4/26/2013	12:55	Friday	Parking Complaint	Shepherd Police Department	Wright/Chippewa
4/26/2013	16:10	Friday	Traffic Stop	Shepherd Police Department	8000 South Shepherd Road
4/26/2013	16:22	Friday	Parking Complaint	Shepherd Police Department	Chippewa/Maple
4/26/2013	16:59	Friday	Motorist Assist	Shepherd Police Department	100 East Hall Street
4/26/2013	17:47	Friday	Follow Up	Shepherd Police Department	First/Wright
4/26/2013	17:57	Friday	911 Hang Up	No Reponses	200 West Maple Street
4/26/2013	20:15	Friday	Suspicious Situation	No Reponses	Blanchard/Wise
4/26/2013	21:12	Friday	Felony Assault	Shepherd Police Department	Campbell/Second Street
4/26/2013	22:20	Friday	911 Hang Up	No Reponses	200 West Hall Street
4/27/2013	0:49	Saturday	Subject Stop	Shepherd Police Department	300 West Wright Avenue
4/27/2013	0:53	Saturday	Traffic Stop	Shepherd Police Department	Wright/Third
4/27/2013	2:05	Saturday	Suspicious Situation	Isabella County Sheriff Department	200 West Orchard Street
4/27/2013	3:01	Saturday	Loud Party	Isabella County Sheriff Department	100 East Blvd
4/27/2013	3:29	Saturday	Fight	Isabella County Sheriff Department	400 North Fifth Street
4/27/2013	4:30	Saturday	911 Hang Up	No Reponses	200 West Maple Street
4/27/2013	7:39	Saturday	Reckless	BOL	US127/10000
4/27/2013	8:34	Saturday	Personal Injury Accident	Isabella County Sheriff Department	500 East Wright Avenue
4/27/2013	11:28	Saturday	Parking Complaint	Shepherd Police Department	Third/Wright
4/27/2013	11:38	Saturday	Parking Complaint	Shepherd Police Department	Third/Wright
4/27/2013	12:38	Saturday	Parking Complaint	Shepherd Police Department	First/Orchard
4/27/2013	14:00	Saturday	Found Property	Shepherd Police Department	Hall/First Street
4/27/2013	15:04	Saturday	Property Damage Accident	Shepherd Police Department	Hall/Second Street
4/27/2013	15:05	Saturday	Assist EMS	Shepherd Police Department	200 West Wright Avenue
4/27/2013	15:17	Saturday	Missing Child	Shepherd Police Department	200 West Wright Avenue
4/27/2013	15:43	Saturday	Traffic Stop	Shepherd Police Department	Wright/Second
4/27/2013	16:30	Saturday	Found Property	Shepherd Police Department	100 East Hall Street
4/27/2013	17:25	Saturday	Assist Fire Department	Shepherd Police Department	Hall/Second Street
4/27/2013	17:40	Saturday	911 Hang Up	No Reponses	200 West Wright Avenue
4/27/2013	18:00	Saturday	Found Property	Shepherd Police Department	100 East Hall Street
4/27/2013	18:10	Saturday	Parking Complaint	Shepherd Police Department	Maple/Chippewa
4/27/2013	18:41	Saturday	911 Hang Up	No Reponses	300 Red Maple Lane
4/27/2013	19:40	Saturday	Civil Matter	Shepherd Police Department	100 West Wright Avenue
4/27/2013	19:56	Saturday	Found Property	Shepherd Police Department	100 East Hall Street
4/27/2013	20:23	Saturday	Subject Stop	Shepherd Police Department	Maple/Fourth
4/27/2013	21:11	Saturday	Traffic Stop	Shepherd Police Department	Third/Orchard
4/27/2013	21:16	Saturday	Subject Stop	Shepherd Police Department	Third/Orchard
4/27/2013	23:42	Saturday	Subject Stop	Shepherd Police Department	First/Wright
4/28/2013	0:21	Sunday	Liquor Inspection	Shepherd Police Department	300 West Wright Avenue
4/28/2013	14:19	Sunday	Harassment	Shepherd Police Department	Hall/First Street
4/28/2013	14:22	Sunday	Larceny	Shepherd Police Department	Hall/First Street
4/28/2013	15:17	Sunday	Assist EMS	Shepherd Police Department	100 West Wright Avenue
4/28/2013	15:44	Sunday	Missing Child	Shepherd Police Department	Wright/First
4/28/2013	15:54	Sunday	Lost and Found	Shepherd Police Department	Wright/First
4/28/2013	16:15	Sunday	Traffic Stop	Shepherd Police Department	Wright/Second
4/28/2013	16:32	Sunday	Larceny	Shepherd Police Department	200 West Hall Street
4/28/2013	16:45	Sunday	Follow Up	Shepherd Police Department	First/Maple
4/28/2013	17:00	Sunday	Follow Up	Shepherd Police Department	300 West Hall Street
4/28/2013	18:00	Sunday	Assist EMS	Shepherd Police Department	Mission/Walton
4/28/2013	18:15	Sunday	Assist Fire Department	Shepherd Police Department	100 Tara Court
4/28/2013	18:31	Sunday	Follow Up	Shepherd Police Department	First/Hall
4/28/2013	21:12	Sunday	Reckless	BOL	US127/10000
4/29/2013	7:49	Monday	MDOP	Shepherd Police Department	8000 South Loomis Road
4/29/2013	10:15	Monday	Motorist Assist	Shepherd Police Department	US127/10000
4/29/2013	14:32	Monday	Property Damage Accident	Shepherd Police Department	500 East Wright Avenue
4/29/2013	16:05	Monday	Follow Up	Shepherd Police Department	300 West Orchard Street
4/29/2013	19:58	Monday	Paper Service	Isabella County Sheriff Department	200 West Orchard Street
4/29/2013	20:13	Monday	Paper Service	Isabella County Sheriff Department	8000 East Fremont Road
4/30/2013	1:28	Monday	911 Hang Up	No Reponses	8000 South Federal Road
4/30/2013	9:31	Tuesday	Assault	Shepherd Police Department	100 East Hall Street
4/30/2013	10:00	Tuesday	Domestic	Shepherd Police Department	8000 South Federal Road
4/30/2013	10:10	Tuesday	Found Property	Shepherd Police Department	400 South Chippewa St
4/30/2013	15:00	Thursday	Follow Up	Shepherd Police Department	100 East Hall Street

Serving with Pride, Professionalism and Integrity

www.villageofshepherd.org or mmain@villageofshepherd.org

7/14/2014

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 White and Blue flag with an area for a permit number to be issued. 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 \$ 2.50 apiece. The permits were a souvenir item for the purchaser to keep. The department also initiated an online registration to help offset the work load of the Clerk and Police Department during the festival days. Multiple flags were pre-sold prior to the event helping reduce manpower hours in registrations during the event.

During this permit process the Shepherd Police Department registered eighty-five (85) ORV's, some people did not obtain a flag as they did not complete payment. This was an increase of sixteen from the prior year. There was no charge to the festival, police department and fire department ORV's used for festival activities. A total of three-hundred and ninety-two dollars (\$ 392.00) was generated for the sale of permits. Three dollars of the funds were used to clean the police ORV unit prior to returning. 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 were four traffic control orders signed for the Maple Syrup event. The orders are listed below and were only active for the MSF.

Red Maple Lane Parking

Traffic Control Order Number	13-001				
Issued by	Chief of Police Michael Main				
Department Requesting Order	Police Department				
Requesting Dept Head Signature	<i>Michael Main</i>				
Date Issued	4/5/2013				
Date Filed with Clerk	4/8/2013				
Date of Expiration	5/1/2013				
Resolution Adopted	N/A				
Status	Temporary				

No Parking on Wright Ave for Parade

Serving with Pride, Professionalism and Integrity

www.villageofshepherd.org or mmain@villageofshepherd.org

7/14/2014

Traffic Control Order Number	13-0002				
Issued by	Chief of Police Michael Main				
Department Requesting Order	Police Department				
Requesting Dept Head Signature					
Date Issued	4/5/2013				
Date Filed with Clerk	4/8/2013				
Date of Expiration	4/27/2013				
Resolution Adopted	N/A				
Status	Temporary				

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

Traffic Control Order Number	13-0003				
Issued by	Chief of Police Michael Main				
Department Requesting Order	Police Department				
Requesting Dept Head Signature					
Date Issued	4/5/2013				
Date Filed with Clerk	4/8/2013				
Date of Expiration	4/28/2013				
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) Completion of ORV ordinance will elevate manpower issues pertaining to registering ORV for the weekend.
 - a. It is noted that a media campaign prior to the event should occur to allow attendees to fully understand the new ordinance and obtain the proper registrations from the State of Michigan.

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 next year's planning and event. As always it is our intent to make the event a positive, fun and safe time for all who attend.

Respectively, Chief of Police



Michael J. Main