

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Avenue
Manhattan, KS
October 17, 2011 12:00 p.m.
Minutes**

Members Present: Karen McCulloh Barry Wilkerson
John Matta Loren Pepperd
Dave Lewis Wynn Butler

Absent: Jim Sherow

Staff Present: Director Schoen Assistant Director Doehling
Captain Hooper Captain Hegarty
Captain Grubbs Captain Moldrup
Captain Nelson

I. Establish Quorum: By Chairman McCulloh at 12:00 p.m.

II. Pledge of Allegiance: Led by Director Schoen.

III. Consent Agenda:

- A. Approval of Minutes
 - a) September 19, 2011 Law Board Meeting
 - b) September 29, 2011 Special Law Board Meeting
- B. Approve 2011 Expenditures
 - a) 2011 Budget Expenditures
 - b) Juvenile Transports
- C. County Inmate Medical, Facilities, Maintenance & Repairs Expenditures- (*Review*)

McCulloh requested one change to the September 19, 2011 Law Board Meeting minutes. Page seven, paragraph four of the Law Board packet should read "*Schoen said that the range was opened a long time ago. The adjacent property was not purchased until after the ~~page~~ range was constructed.*"

Pepperd referred to the 2011 budget expenditure payable to Grant Petroleum, Inc. in the amount of \$14,743.61. He wished to know if the Department has a fuel dock.

Schoen said that the Department has a fuel dock located in the south parking lot of the Law Enforcement Center.

Pepperd asked if officers also utilize the tanks at the Riley County Public Works building.

Schoen said yes.

Pepperd inquired about voucher #10086 to Solar Winds in the amount of \$3,662.65.

Schoen explained that the expense is for computer network maintenance and upgrades, to include licenses for software, servers, and user device trackers.

Lewis moved to approve the consent agenda as amended. Wilkerson seconded the motion. The motion passed 6-0.

IV. General Agenda:

D. Additions or Deletions: Director Schoen requested the removal of General Order 2011-006 Other Personnel Programs from the general agenda as it has not yet gone before legal counsel for review. He wished to add Seizure Expenditure 11-011 to the general agenda for Law Board approval.

Lewis moved to approve the agenda as amended. Wilkerson seconded the motion. The motion passed 6-0.

E. Public Comment: None.

F. Award Presentation: Director Schoen recognized Officer Emmett Smith and Officer Josh Winkler for their outstanding work in the RCPD Police Training Officer (PTO) Program. After the PTO Program was established it became apparent that much was being asked of the newest members to the Department. In recognition of their efforts, the PTO award was established for recruits whose performance exceeded the norm. Officer Smith and Officer Winkler were two of those recruits. The word "superior" denotes one of the highest attainable ratings a recruit can receive during the program. Their overall performance in the PTO Program was superior. In recognition of their hard work, Director Schoen presented Officer Smith and Officer Winkler each with a certificate and PTO pin to be worn on their uniform.

G. IDDP Grant: Included in the Law Board packet was the Riley County Police Department's application for the Impaired Driving Deterrence Program (IDDP) Grant from the Bureau of Traffic Safety, KDOT. Cpt. Hegarty explained that the Department has participated in the program for the past several years. There are no matching fund requirements. The grant covers employee overtime and equipment expenses related to conducting traffic safety countermeasures such as sobriety checkpoints. He recommended the Board approve the Department's application for the grant.

Wilkerson moved to approve the Department's application for IDDP Grant funds. Pepperd seconded the motion. The motion passed 6-0.

H. Consolidated Dispatch Inter-Local Agreement: Director Schoen explained that the Inter-local Cooperation Agreement regarding consolidated dispatch was drafted collectively by City of Manhattan, Riley County, and RCPD staff. A copy of the agreement was provided to the Board for review as part of their packets.

Schoen explained that a signature from the Chair of the Board of County Commissioners had been obtained, and the agreement is scheduled to go before the City Commission Tuesday, October 18, 2011 at which time it is anticipated that the City will approve the agreement. Schoen recommended a vote be taken authorizing the Chair of the Riley County Law Board to sign the Inter-local Agreement.

Pepperd discussed the matter with the City to determine if there were any issues with the Law Board taking action prior to the City. He was assured that the City has viewed the agreement and they recommend the Law Board vote on it.

Schoen said it had been his intent to get the agreement before the City and County Commissions for approval before the Law Board; however, given the timing of each of the meetings that did not work out. Consolidated dispatch is to be implemented around the 1st of December. He did not want to hold off approval of the agreement for an additional month.

Lewis moved have the Chair of the Law Board sign the Inter-local Cooperation Agreement between the City of Manhattan, the Riley County Law Enforcement Agency (Riley County Law Board), and the Board of County Commissioners. Wilkerson seconded the motion. The motion passed 6-0.

I. Approve 2011 Seizure Expenditure: Director Schoen explained that Seizure Expenditure 11-011 is a fund transfer from the Department's Seizure Fund to the RCPD Special Investigative Unit for use in a narcotics investigation.

Lewis wished to know how much money is typically in the seizure fund.

Schoen said that the amount varies. He believes the fund currently sits at approximately \$150,000.

Lewis asked if there is a minimum amount that the Department likes to maintain the fund.

Schoen responded that although an amount has not been formally set, he personally does not like to see the fund go below \$100,000.

Wilkerson moved to approve the seizure expenditure authorizing the transfer of funds from the Seizure Fund to the RCPD Special Investigative Unit. Lewis seconded the motion. The motion passed 6-0.

J. Executive Session: At 12:15 p.m. Lewis moved to go into executive session for the purpose of discussing attorney client privilege and non-elected personnel matters not to exceed 5 minutes. Matta seconded the motion. The motion passed 6-0.

At 12:21 p.m. the open meeting reconvened. Lewis moved to resume the open meeting. Matta seconded the motion. The motion passed 6-0.

K. Affirmation or Revocation of Discipline: Lewis moved to affirm the Director's disciplinary actions. Wilkerson seconded the motion. The motion passed 6-0.

L. Adjournment: Wilkerson moved to adjourn the meeting. Matta seconded the motion. The motion passed 6-0. The October 17, 2011 Law Board Meeting adjourned at 12:22 p.m.