

**RILEY COUNTY LAW ENFORCEMENT AGENCY  
LAW BOARD MEETING  
City Commission Meeting Room  
1101 Poyntz Avenue  
Manhattan, KS  
January 14, 2013 12:00 p.m.  
Minutes**

**Members Present:** Karen McCulloh (Outgoing) Loren Pepperd (Outgoing)  
John Matta Barry Wilkerson  
Richard Jankovich Dave Lewis  
Wynn Butler Robert Boyd (Incoming)  
Ron Wells (Incoming)

**Absent:**

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

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

**II. Pledge of Allegiance:** Led by Director Schoen

**III. Swear in Law Board Members:** As their terms expired, McCulloh and Pepperd stepped down. Riley County Clerk Rich Vargo sworn in newly appointed Law Board members Robert Boyd, Jr. and Ron Wells. Their terms will expire December 31, 2014.

Secretary Wilkerson chaired the meeting, pending election of a new Chair.

**IV. Consent Agenda:**

- A.** Approval of Meeting Minutes
  - a) November 28, 2012 Special Law Board Meeting
  - b) December 17, 2012 Law Board Meeting
- B.** Approve 2012 & 2013 Expenditures
  - a) 2012 Budget Expenditures
  - b) 2013 Budget Expenditures
  - c) Juvenile Transports
  - d) Seizure Expenditures
  - e) Edward Byrne Justice Assistance Grant (JAG)
- C.** County Inmate Medical, Facilities, Maintenance & Repairs Expenditures- (*Review*)
- D.** Riley County Jail Average Daily Inmate Population- (*Review*)

Director Schoen requested one addition to the consent agenda: Monthly Budget Status Report (page 1A). He noted that the report is typically sent out as part of the Law Board packet prior to the meeting. However, given that the meeting was scheduled a week early for the month of January, the report was not completed in time.

Jankovich moved to approve the consent agenda as amended. Lewis seconded the motion. The

motion passed 7-0.

#### **IV. General Agenda:**

**E. Reorganization/Election of Officers:** Secretary Wilkerson explained that although there is no agreement stating such, the tradition has been that the position of Chair rotates between a City of Manhattan appointee and a Riley County appointee every two years. The position of Vice Chair has traditionally been an appointee of the other governing body. The Secretary has traditionally been the County Attorney.

Lewis moved to appoint John Matta as Chair of the Riley County Law Board. Jankovich seconded the motion. The motion passed 7-0.

Jankovich moved to appoint Dave Lewis as Vice Chair of the Riley County Law Board. Wells seconded the motion. The motion passed 7-0.

Lewis moved to appoint Barry Wilkerson as Secretary of the Riley County Law Board. Jankovich seconded the motion. The motion passed 6-0, with Wilkerson abstaining.

**F. Additions or Deletions:** None.

**G. Public Comment:** None.

**H. Law Board Member Recognition:** On behalf of the Riley County Law Enforcement Agency and the Riley County Police Department, Director Schoen and Assistant Director Doehling presented Loren Pepperd and Karen McCulloh each with a plaque in recognition of their dedication and years of service to the citizens of Riley County, Kansas and men and women of RCPD.

McCulloh expressed her appreciation to the Law Board and men and women of the Riley County Police Department. McCulloh stated that it was a pleasure working with everyone the past four years. She has been very pleased with the professionalism of the Department and its members.

Pepperd thanked the Law Board, Director, Assistant Director and staff of the Riley County Police Department. He went on to state that the Law Board is a very unique entity. The Riley County Police Department is the only consolidated Law Enforcement Agency in the state of Kansas. There is a great emphasis on the Board to not only maintain the tradition that has been set forth, but also maintain oversight of the Department. Pepperd took a moment to congratulate and welcome Ron Wells and Robert Boyd as new members of the Law Board.

**I. 2014 Budget Preparation Timeline:** Director Schoen reviewed the statutory provisions pertaining to time frames, public notices and hearings related to the budget process. The statutes call for final budget certification no later than the First Monday in July. As a result Director Schoen recommended the following:

At the January 14, 2013 Law board meeting, discuss, modify as necessary and approve the 2014 budget development timeline.

During the month of March conduct special Law Board meetings as the Board deems necessary to begin preliminary budget discussions and obtain Law Board guidance.

At the April 15, 2013 Law Board meeting, update the Board on budget development and provide a draft 2014 budget. Determine the need for additional special Law Board meetings as necessary for budget development.

At the May 20, 2013 Law Board meeting, approve a budget of expenditures for publication prior to the mandatory public hearing.

No later than June 7, 2013 publish the proposed 2014 budget of expenditures in the Manhattan Mercury.

At the June 17, 2013 Law Board meeting, conduct a public hearing on the 2014 budget of expenditures and formally adopt the budget.

On or before July 1, 2013 certify to the Riley County Board of County Commissioners a budget of expenditures for the 2014 operation of the Riley County Law Enforcement Agency/Riley County Police Department.

No opposition was voiced concerning the proposed timeline for the development of the 2014 RCPD budget.

**J. Executive Session:** At 12:18 p.m. Jankovich moved to go in to executive session for the purpose of discussing attorney client privilege and non-elected personnel matters not to exceed 5 minutes. Lewis seconded the motion. On a roll call vote, motion carried 7-0.

At 12:23 p.m. the open meeting reconvened.

**K. Adjournment:** Wilkerson moved to adjourn the meeting. Jankovich seconded the motion. On a roll call vote, motion carried 7-0. The January 14, 2013 Law Board Meeting adjourned at 12:23 p.m.