

**Official Proceedings  
Codington County Justice Advisory Committee  
Lake Area Technical Institute, Room 430  
Watertown, SD 57201  
June 21, 2016**

The Codington County Justice Advisory Committee met at Lake Area Technical Institute, Room 430 on June 21, 2016. In attendance were committee members Megan Gruman, Larry Wasland, Toby Wishard, Tyler McElhany, Greg Endres, Al Koistinen and Lee Gabel. Non-voting members, Honorable Robert Spears and Tom Walder were in attendance. BKV was represented by Bruce Schwartzman, DuWayne Jones, Aaron Johnson, and Allen Brinkman. Commissioners Elmer Brinkman and Brenda Hanten; the Honorable Carmen Means; Facility Manager, Milo Ford; and Chief Deputy Sheriff, Brad Howell were also in attendance. Committee person, Al Koistinen, led the invocation. The meeting was called to order at 6:10 p.m. by Chairman Lee Gabel. Koistinen excused at 8:12 p.m. Break at 8:14 p.m. until about 8:20 p.m.

**Agenda Approved:** Motion by Gruman to approve the agenda, motion seconded, all in favor, agenda approved.

**Minutes Approved:** Motion by McElhany to approve the minutes from May 25, 2016. Motion seconded, all in favor, agenda approved.

**Appointment of temporary secretary:** Motion by Wasland, to appoint County Auditor Brugman as acting secretary for this meeting. Motion seconded, all in favor; appointment approved.

**BKV Group's Review of Changes to Sheriff's Office and Jail Space Program:** Bruce Schwartzman (representing BKV Group) reviewed changes to Jail and Sheriff's office space program following the discussion at the CCJAC meeting on May 25<sup>th</sup>, 2016. Mr. Schwartzman noted the last program review was based on 120 beds with space for an additional 16 beds in the future. With the County's criterion for long term expandability, BKV has now identified the potential to add an additional 16 beds (an expandability option of 32 beds total) in the future. In addition to the 120 beds, in the booking area beds could be used for overflow management and/or juvenile secure holding. Mr. Schwartzman questioned the need for garage space for the Highway Patrol Office. Sheriff Wishard noted given the amount of space in the current plan garage, space could be shared with the Highway Patrol.

Discussion was also held regarding the overall cell size and whether it should be 85 sq. ft. or 80 sq. ft. An 85 sq. ft. cell would provide the American Correctional Association (ACA) standard of 70 sq. ft. of unencumbered floor space for a two-man cell. An 80 sq. ft. cell would provide slightly less than the ACA standard but would be slightly more space than the Minnesota state standard of 70 sq. ft. overall (see minutes from April 13<sup>th</sup> and May 25<sup>th</sup> for an earlier discussion on the topic). Mr. Schwartzman estimated that an overall cell size of 80 sq. ft. would be roughly 285 sq. ft. less floor space for the jail building overall and would probably cost about \$150,000 less than would a jail with overall cell sizes of 85 sq.ft. Mr. Schwartzman noted that applying Minnesota state standards would allow a slightly smaller cell than 80 sq. ft. Furthermore, Mr. Schwartzman said that such a cell seems "tight" and may affect the manageability of inmates. Schwarzman also indicated the Jail Space Program could start with an overall

cell size of 85 sq. ft. If there was a need during subsequent parts of the process, it would likely be easier to reduce cell size than it would be to increase it. Sheriff Wishard noted that the national trend was toward more space per inmate as opposed to less space per inmate.

**Recommendation of Jail & Sheriff's Office Program:** Motion by McElhany, seconded, to recommend the jail and sheriff's office space program presented by BKV with the overall cell size changed to 85 sq. ft. (providing 70 sq. ft. unencumbered floor space). Substitute motion by Wasland, seconded, to recommend the jail and sheriff's office space program presented by BKV with the overall cell size of 80 sq. ft. (providing slightly less than 70 sq. ft. of unencumbered floor space). Upon vote on the substitute motion; Koistinen and Wasland voted aye; Gabel, Endres, Gruman, McElhany, and Wishard voted no; substitute motion failed. Upon vote on the primary motion; Gabel, Endres, Gruman, McElhany, and Wishard voted aye; Koistinen and Wasland voted no; primary motion carried. The space program tables as approved with 85 sq. ft. cells are attached to these minutes.

**Discussion of Potential Sites:** After the CCJAC meeting on May 25<sup>th</sup>, 6 sites remained of the originally suggested 15. Gabel noted the addition of an additional site (Site 7 in the attachment to these minutes) based on a suggestion from the public after the May 25<sup>th</sup> meeting). With BKV's facilitation, the committee reviewed the ability of each of the remaining sites to accommodate the overall floor space (based on jail, sheriff's office and court space programs) and expandability. This part of the discussion encompassed available space at each site as well as likely zoning concerns such as setbacks and building height limitations. There was also some general discussion on the project cost impacts. The attachments to these minutes reflect the discussion as of the end of this CCJAC meeting. Note that the sites are renumbered from the numbering used during the May 25<sup>th</sup> CCJAC meeting.

**Elimination of two more sites:** As a result of these discussions two sites were eliminated by consent of the CCJAC. These were the site north of the Watertown Fire Department (site 6 in the attachment to these minutes) and the site north of the Country Inn and Quality Inn, NW of intersection of US 212 and Interstate 29 (site 7 in the attachment to these minutes).

**Preparation for Public Presentation scheduled for June 28 6:30:** The CCJAC and BKV representatives discussed plans for the Public Presentation scheduled for June 28<sup>th</sup> at 6:30 p.m. in the Lake Area Technical Institute Student Center. The committee reviewed the planned agenda and informational videos as well as the process for taking questions and comments from the public.

**Future meetings:** It was agreed that room 430 at Lake Area Technical Institute was a suitable room for CCJAC meetings.

**Adjournment:** McElhany motioned to adjourn. Seconded. All in favor. Meeting adjourned at 8:54 p.m.



Secretary, CCJAC

August 8th, 2016

Date Approved