

***Official Proceedings
Codington County Justice Advisory Committee
Lake Area Technical Institute, Room 430
Watertown, SD 57201
November 7, 2017***

The Codington County Justice Advisory Committee (CCJAC) met on November 7, 2017, at Lake Area Technical Institute. Attending were committee members Lee Gabel, Al Koistinen, Troy VanDusen, Brad Howell, and Megan Olson (by speakerphone until 6:58 pm). Also present were non-voting members Tom Walder and the Honorable Robert Spears. Absent were Larry Wasland and Greg Endres. Meeting called to order by Chairman Lee Gabel at 6:10 p.m.

Agenda Approved

Motion to approve the meeting agenda was made by VanDusen. Motion seconded, all in favor, agenda approved.

Minutes Approved

Motion to approve minutes of the October 10, 2017 meeting made by Koistinen. Motion seconded, all in favor, minutes approved.

Courthouse Remodel to provide an additional Jury Courtroom & new Clerk of Courts

Present at the meeting were Bruce Schwartzman and Anthony Enright of BKV Architects. They had spent the day in Watertown to brief the county commissioners on the remodel project. They also reviewed their initial layout sketches with judges, clerk of courts, 3rd Judicial Circuit administrator, the state Historical Preservation Society, building supervisor and fire marshal. This began the two-month long design phase of the project. This phase will include a series of meetings with the above-mentioned people to refine the design and layout of the remodeled spaces. Once the conceptual layout has been approved, construction documents will be drawn up (to include mechanical, electrical, finishes, etc). Documents are submitted to the county at the end of each phase. The budget will be confirmed before bids are collected (around March). The entire remodel is estimated to be completed approximately one year from now. BKV's presentation with preliminary sketches and project schedule are attached to these minutes.

The first step of the plan is to remodel the present nurse's area into the Clerk of Courts. The preliminary layout for the Clerk of Courts office shows five counter workstations (service windows) including one handicapped accessible station. Protective glass and wall partitions will extend to the ceiling at each service window. Ballistic glass will be priced and considered.

The Department of Equalization will move to the vacant Clerk of Courts space. The current Equalization area will then be remodeled into a jury courtroom. The lower floor level of the current Equalization

office in relation to adjacent spaces and historical preservation concerns pose challenges in designing handicapped access throughout the remodeled space. In such situations, “reasonable” effort must be made to meet building code requirements for handicapped access. Various access ramps and lifts will be considered.

Security for the new courtroom was discussed. Mr. Schwarzman explained the complexities of the security issue, since the courthouse will be used not only for court proceedings, but also for routine county business. Gabel suggested that the issue be discussed before the next meeting.

Mr. Schwartzman relayed (from meetings earlier in the day) that the fire marshal has some concerns for the building. There are no sprinkler systems or fire alarms in the building, and the concrete structure makes the addition of these features complicated. Although not included in the initial budget, a partial sprinkler system may be considered. An appropriate fire alarm system could be done throughout the building without compromise to the historical aspects. Any room with a maximum occupancy of greater than 50 needs an additional exit. The second exit from the courtroom will probably be up the stairs (yet to be constructed), through the future jury deliberation room and out the north door.

Gabel briefed that a likely space for relocation of the Nurse’s office has been identified, and the move could occur as early as March. The county is working with the city on locating space within the City Auditorium for the Veteran’s office and the Welfare office. The State’s Attorney file room can be located in the courthouse basement, and the maintenance office will probably move into what is now the first-floor break room.

Plans for Jail Construction

The county is considering entering into a pre-design agreement with BKV for a fee of \$20,000. Mr. Schwartzman presented information and answered questions about the agreement. The services under this agreement would assist the county in studying some variations on the jail solution that was proposed in June 2017. These variations could relate to location, the size of new construction and considering solutions that include both new construction and existing buildings. Services under this agreement would also include a more developed building layout plan. This would allow for more detailed visualization and more precise square footages and costs.

A decision needs to be made as to when a vote to bond money for the jail project will take place, keeping in mind that construction costs will likely increase 5-6% per year of delay. At some point, perhaps February or March, a decision will need to be made as to whether the vote will take place during the general election in November 2018. BKV Architects will work on steps leading up to vote on the jail project. This would include a timeline with options for election dates as well as cost and timing considerations.

CCJAC members and observers present raised various questions and offered various thoughts about possible cooperation with the city since the city is considering building a new city hall. The areas of concern were cost efficiencies, functionality and timing for a vote to bond money for the jail project. There was no consensus reached as a result of this discussion.

Future Meeting Dates & Adjournment

CCJAC will meet again on Monday, Dec. 18, 6:10 pm at Lake Area Technical Institute.

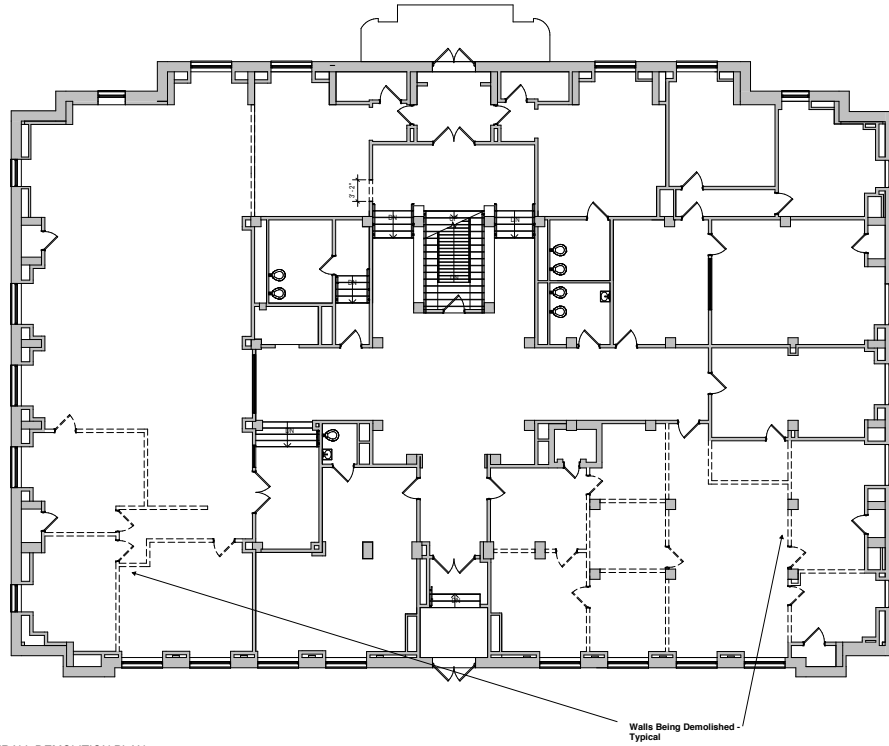
VanDusen made a motion to adjourn, motion seconded, all in favor. Meeting adjourned at 7:30 pm.

Julia Radack
Secretary
CCJAC

Dec. 18, 2017
Date Approved



Courthouse remodel – PRELIMINARY Sketches

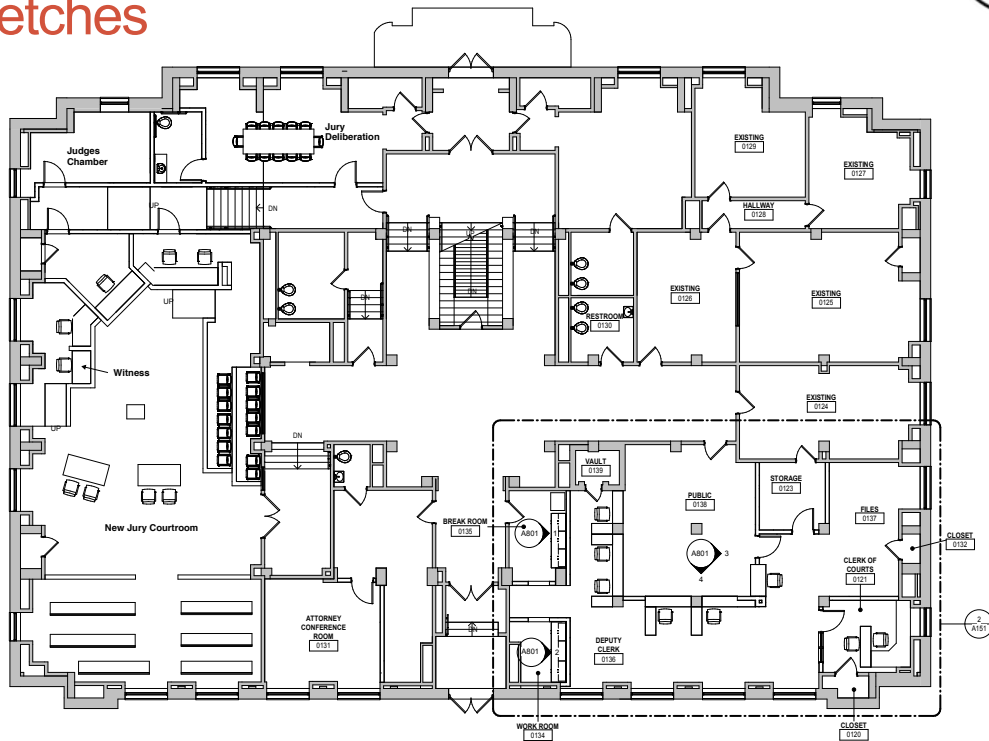


OVERALL DEMOLITION PLAN
1/8" = 1'-0"

Walls Being Demolished - Typical



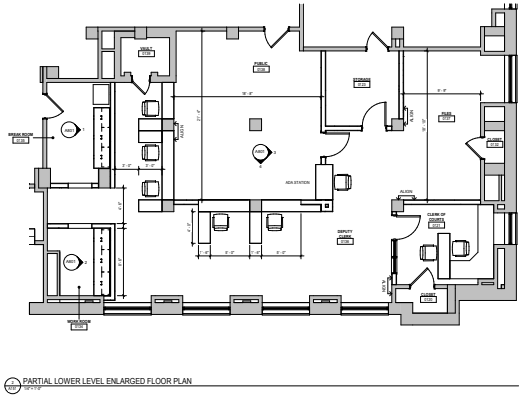
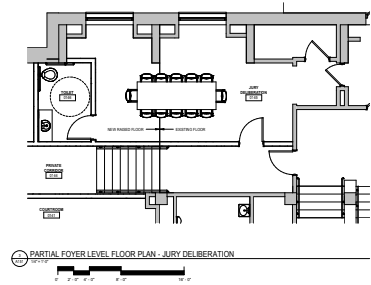
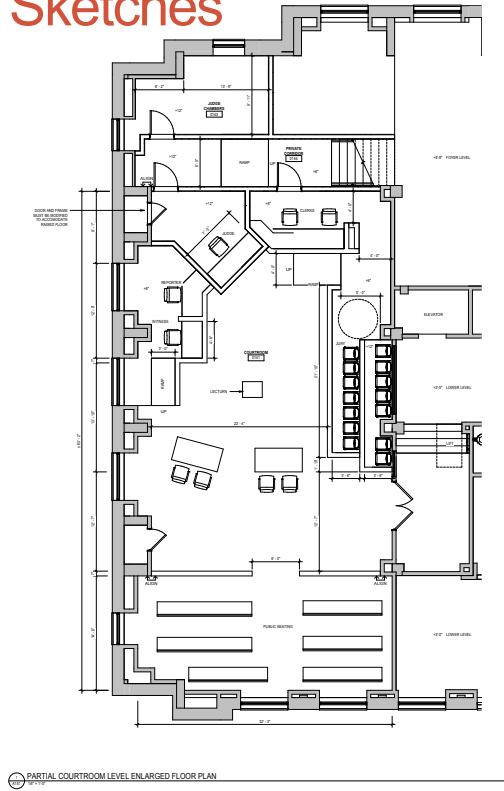
Courthouse remodel – PRELIMINARY Sketches



LOWER LEVEL FLOOR PLAN
1/8" = 1'-0"



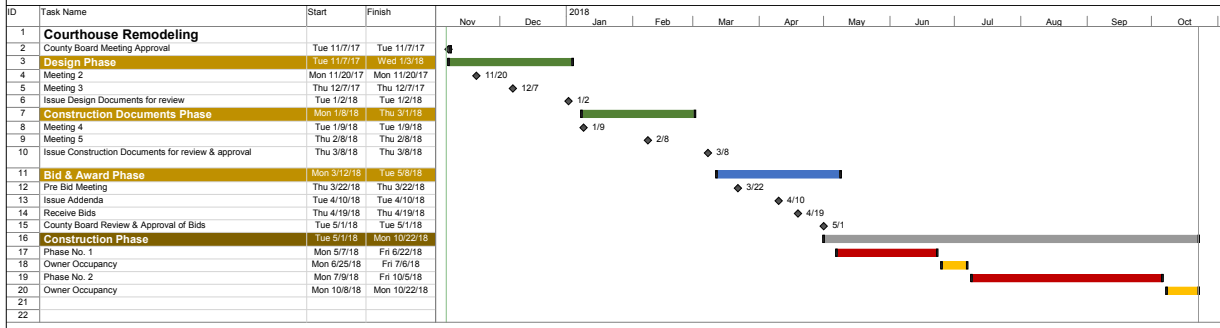
Courthouse remodel – PRELIMINARY Sketches



Current Courts Remodel Timeline

Codrington County Courthouse Remodeling November 7, 2017

Proje





Update on Office Moves

- **Move County Nurse to rented office space**
 - Likely property identified
 - Could move as early as March
- **Move Vet Assistance & Welfare**
 - Working with City Park & Rec for Office space in Auditorium
 - Could move in April
- **Move State's Attorney File room,**
 - Identified Space in Basement
 - Could move when needed
- **Maintenance Supervisor Office**
 - Identified Space in Basement
 - Likely move once Clerk of Courts is in new space



Addressing the Jail

- Timing of a vote?
- Bond amount?
- Continuing to work on Incarceration Alternatives?
- Location?
- Working with the City



Consultation & Assistance – Architectural Pre-Design

- Planning Options:
 - Jail with small courtroom (no sheriff’s ops)
 - Split facility – minimal & hard (based on Garnos’ jail data the increase bed needs are based on felony’s which will require jail bed space)
 - Look at addition to the existing jail on the north side – this is not a long term option, it does not allow for any future expansion. It also continues to utilize existing jail areas that do not meet ACA standards.
- Anticipated Additional Planning Tasks:
 - Further Develop 2 plan options, 1 at the courthouse and 1 at the proposed parking lot site: \$4,000
 - Plan Refinements based on Committee Input: \$2,400
 - Further development of the Site Plan and Exterior Design: \$4,000
 - Estimated plan revisions and data development for meetings: \$2,400
 - Meetings – assume 6 committee meetings on site: \$5,500
- Total = \$18,300 plus \$1,700 for reimbursable expenses= \$20K



Financing the Jail

- Funding Jail
 - Assuming FBPF doesn’t grow
 - Assuming same costs for construction elements

New 120 bed Jail	\$10,800,000
Site Work (less demolition & soil correction)	\$500,000
New Emergency Generator	\$300,000
Contingency & Escalation	\$1,800,000
Soft Cost	\$3,500,000
Property Acquisition	\$725,000
Bond Advisor & Counsel Cost	\$46,000
Bond Rating	\$18,000
Total Project Cost	\$17,689,000
From Future Building Projects Fund	\$(4,355,504)
Rough Bond Amount	\$13,533,496

Rough Estimate for Discussion