

***Official Proceedings
Codington County Justice Advisory Committee
Lake Area Technical Institute, Room 430
Watertown, SD 57201
December 18, 2017***

The Codington County Justice Advisory Committee (CCJAC) met on December 18, 2017, at Lake Area Technical Institute. Attending were committee members Lee Gabel, Troy VanDusen, Larry Wasland, Greg Endres, Brad Howell, Megan Olson and non-voting member Tom Walder. Absent was Al Koistinen and non-voting member the Honorable Robert Spears. 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 November 7, 2017 meeting was made by VanDusen. Motion seconded, all in favor, minutes approved.

Update on Courthouse Remodel

Bruce Schwartzman and Anthony Enright from BKV Architects were present. Meetings were held earlier in the day with involved parties to continue design revisions based a second iteration of design sketches (shown on the attached slides) for the proposed courthouse remodel. Based on these meetings, BKV will prepare another set of sketches to finalize the remodel design. The plan will be further refined and again presented to the involved parties January 17th, 2018.

BKV has now completed two meetings in the design phase. The next phase, construction documents, will progress with two planned meetings in January and February.

The county and City Park and Recreation signed a lease for the Welfare and Veteran's Assistance offices to move into the City Auditorium in April. The county has also signed a lease for office space on 1st Avenue NW for the Nurse's office to move in April. The State's Attorney file room has moved to the courthouse basement. The maintenance office will likely move during the holidays to another space in the courthouse.

Security Issues

Sheriff Brad Howell commented that the courts have been asking for more security lately. The addition of a third courtroom will further increase the need. Earlier, his deputies previously were putting in 20-30 hours per week doing court security. Now about 60 hours are required. Discussion was held as to whether a central security checkpoint within the courthouse may reduce the hours needed for providing security to all three courtrooms.

A diagram of a proposed security checkpoint layout (see attached slide) was shown to the committee. The current proposal is for a manned metal detector on the main floor, retaining both entrances into the courthouse. This would require screening for anyone coming into the building, even for routine county business. The Clerk of Courts and State's Attorney's office would be accessible without passing through the security checkpoint, but will be protected by ballistic dividers and adjacent to the security checkpoint. The rough estimated cost of the security checkpoint would be \$60-80K including the screening equipment. Savings in operational costs over a couple of years would probably pay for the security setup. The CCJAC's basic criteria for maintaining the historicity of the building would still be met. BKV will be calling the State Historical Preservation Office to discuss the initial checkpoint design.

A motion was made by Endres to recommend to the County Commissioners that, if feasible, the county include a security checkpoint in the courthouse remodel project. Motion seconded. All in favor, motion carried.

Discussion to Address Jail Space Issues

The city has shown some interest in constructing a city government building on the City Auditorium parking lot. The extent of cooperation between city and county needs to be defined. Mr. Schwarzman suggested that definition needs to be made as to how the two buildings (a city government building and county jail) would be situated in relation to each other. It is important to keep in mind that building functions will be different, funding streams would be separate, and the construction timelines might be different. Expandability for the jail will still need to be considered. BKV commented that they could assist the city and county by defining the city government building footprint and working through various arrangements to locate a city government building and a county jail on the Auditorium block. A liaison from the city will be invited to future CCJAC meetings.

Regarding timing of a possible vote on the jail issue, a slide was shown with estimated costs of the project if voted on in Nov. 2018 or Nov. 2020. Adding 5% to the construction costs per year would lead to an increase of \$1.7 M for the 2020 date (see attached slides). With the farm economy being difficult, 2020 might be a more palatable date for a vote. Discussion was held as to whether the sheriff's operations area needs to be added back into the estimates since it seems to be a critical need. The planning process for the jail will continue in the meantime (see attached slide). Once the third courtroom is completed, there will be additional information available that might show how the additional court space affects jail population.

BKV has made a pre-design proposal contract (discussed at recent CCJAC meetings). There might be an amendment to the proposed contract if the timeline is extended out to 2020 and if further communication is needed with the city.

Olson motioned that the committee recommend the proposed pre-design contract with BKV Group to the Board of County Commissioners, and if needed, add possible master planning services with the city. Motion seconded. All in favor, motion carried.

Future meeting dates

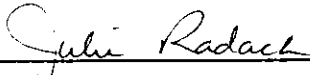
The next CCJAC meeting will be Tuesday February 13, 6:10 pm at Lake Area Technical Institute, room 430.

Unfinished/new/open

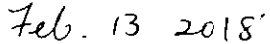
Schwarzman encouraged the county to continue defining diversion programs and alternatives to jail. Gabel stated that juvenile justice and behavioral health issues are actively being addressed by working groups, and judges are sending more people to treatment rather than jail time.

Adjournment

VanDusen made a motion that the meeting be adjourned, second, all in favor. Meeting adjourned at 7:15 p.m.



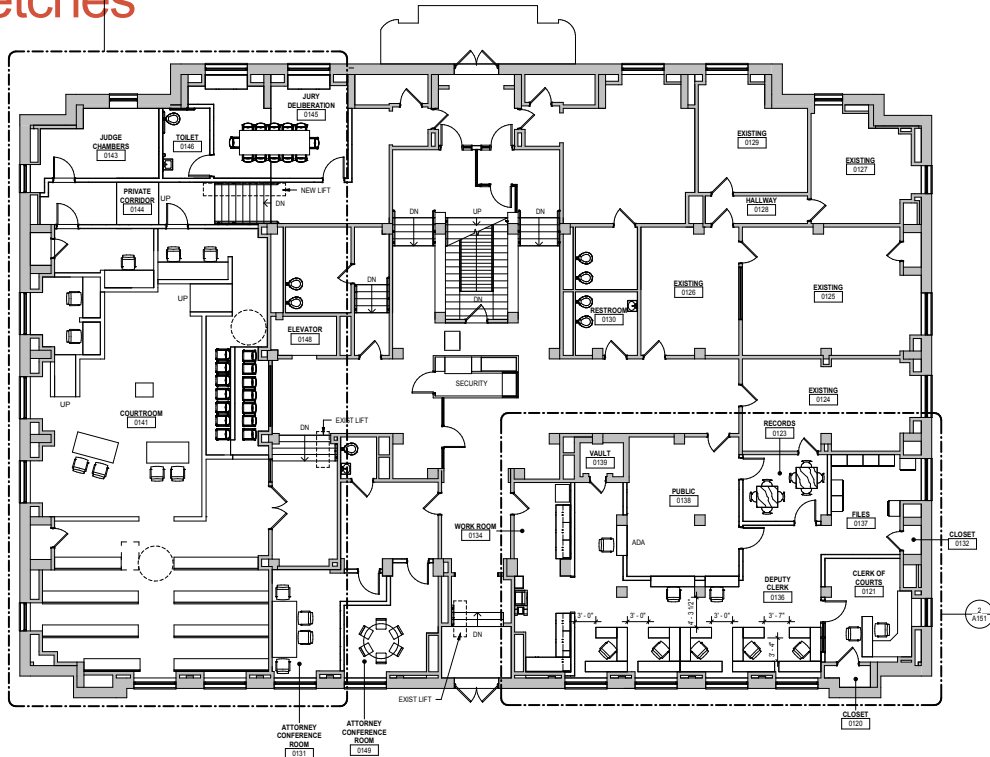
Secretary
CCJAC



Date Approved



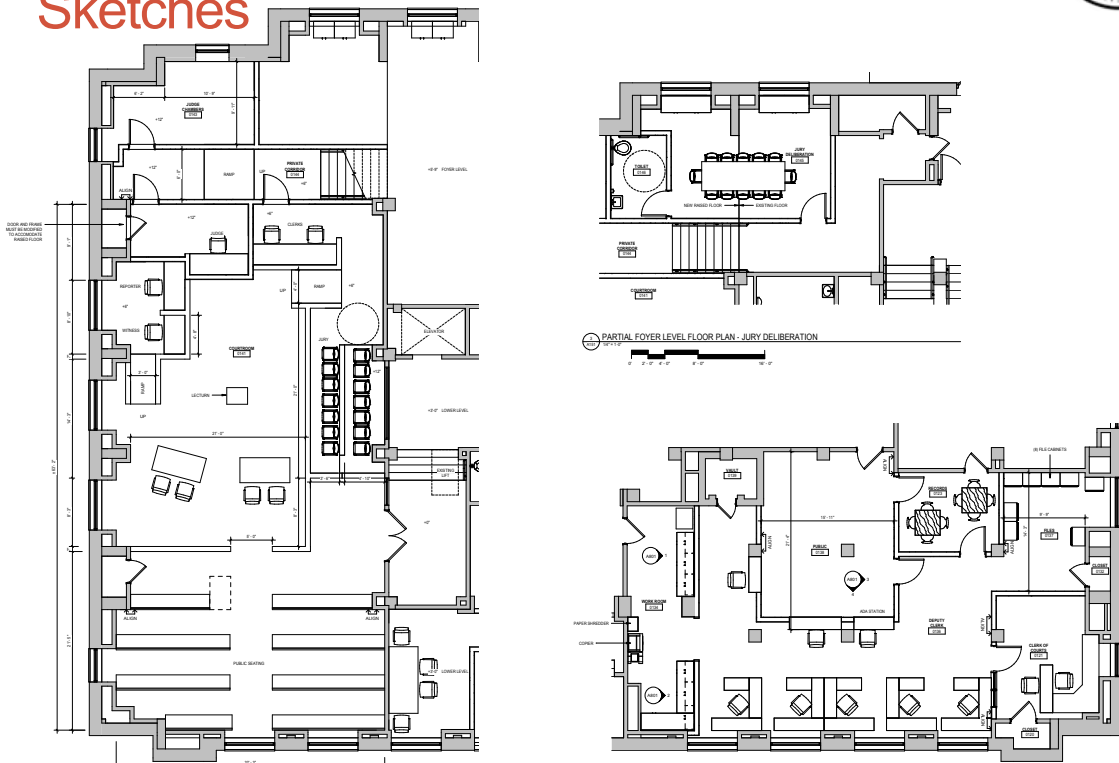
Courthouse remodel – Second Iteration Sketches



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



Courthouse remodel – Second Iteration Sketches



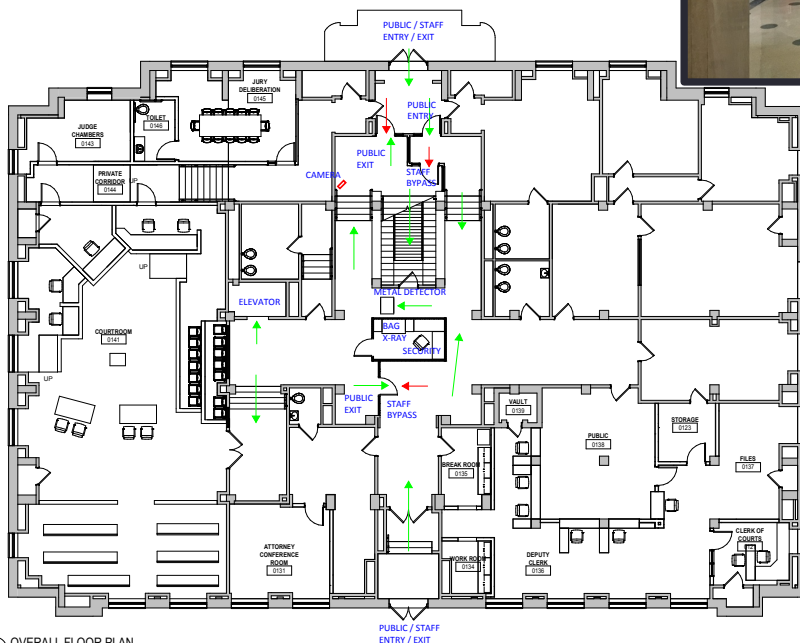
2 PARTIAL FOYER LEVEL FLOOR PLAN - JURY DELIBERATION



Security Checkpoint

- Increasing need for Sheriff to provide security at both courtrooms simultaneously
- Third courtroom will increase this need.
- Centralizing security functions will save labor
- Could provide security checkpoint on the ground floor

Security Checkpoint



- PUBLIC PATH OF TRAVEL
- SECURE STAFF PATH OF TRAVEL

Narrative:

Remove interior pair of doors at main entry and replace with two new doors with side lites.

Add glass partitions and key card controlled staff bypass door at main entry.

Add security station at lower level with bag x-ray, metal detector and one security staff station.

Add glass partition next to security station to control public path of travel; provide staff bypass door with key card access.

Camera added to view main entry public exit to prevent public from bypassing via "piggybacking" when others exiting. Would be viewed at security station.

Would allow continued use of both N & S entrances

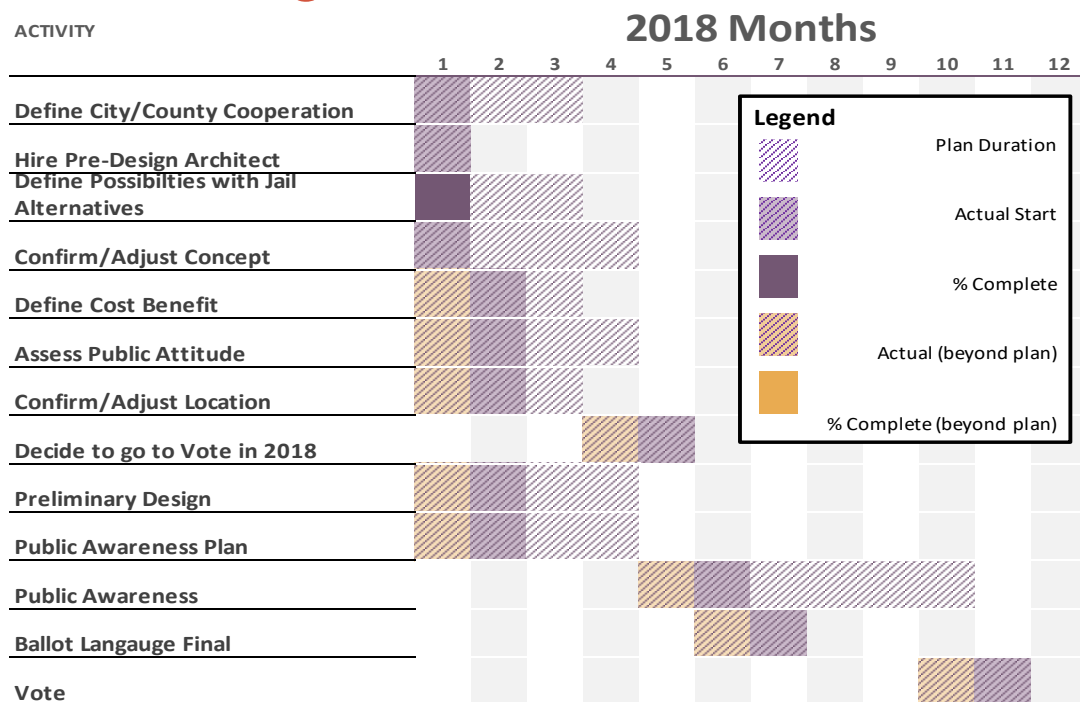


Addressing the Jail

- Timing of a vote?
- Bond amount?
- Continuing to work on Incarceration Alternatives?
- Location?
- “Modularization” of options?
- Working with the City and other property owners?



Addressing the Jail: if Nov 2018 Vote



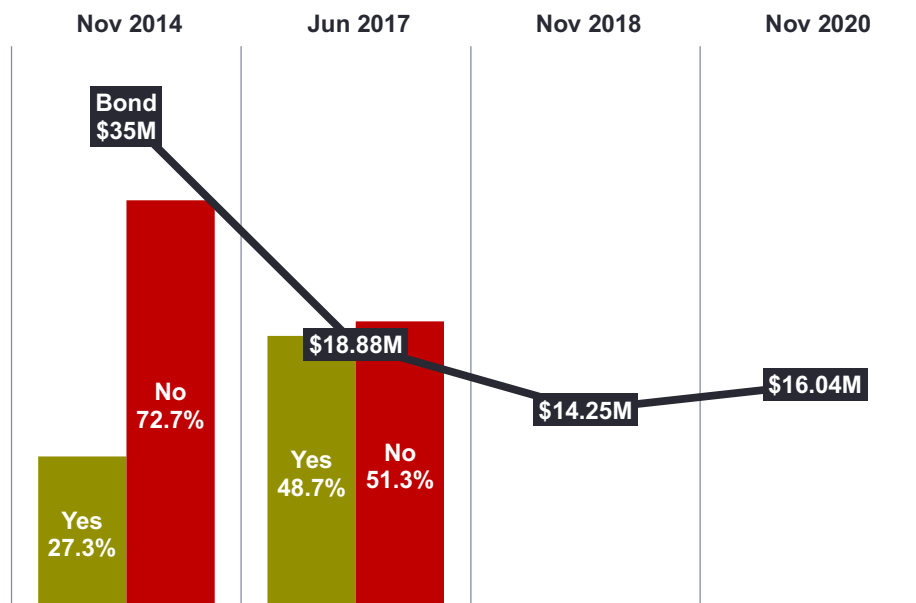


When to vote?

	Nov 2014	Jun 2017	Nov 2018	Nov 2020	
New 120 bed Jail (w/ small courtroom)	\$35,000,000	\$10,800,000	\$11,340,000	\$12,474,000	
Site Work (less demolition & soil correction)		\$500,000	\$500,000	\$500,000	
New Emergency Generator		\$300,000	\$300,000	\$300,000	
Courthouse Remodeling		\$1,200,000	\$0	\$0	
Existing Jail Remodeling		\$1,400,000	\$0	\$0	
New Sheriff's Operations Areas		\$2,800,000	\$0	\$0	
Contingency & Escalation		\$1,851,100	\$1,893,780	\$2,083,158	
Soft Cost		\$4,596,264	\$3,674,160	\$4,041,576	
Property Acquisition		\$796,698	\$800,000	\$850,000	
Bond Advisor & Counsel Cost		\$46,500	\$46,000	\$46,000	
Bond Rating		\$18,000	\$20,000	\$20,000	
Total Project Cost		\$35,000,000	\$24,308,562	\$18,573,940	\$20,314,734
From Future Building Projects Fund		\$0	-\$5,433,562	-\$4,350,000	-\$4,350,000
Rough Bond Amount	\$35,000,000	\$18,875,000	\$14,223,940	\$15,964,734	
% Yes Vote	27.3%	48.7%			
% No Vote	72.7%	51.3%			



Bond compared to Vote Result





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