

**LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE MINUTES
FEBRUARY 25, 2016**

The Lake County Public Safety Building Advisory Committee met for its inaugural meeting on February 25, 2016 at 7:00 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, Kelli Wollmann, Shane Fry, Ray Johnson, Tim Salmen, Julie Wegener, Manny de Castro, Jr., Roger Hageman, as well as non-voting members, Justin Meyer and Darci Gebers. Not present was Doug Huntrods. Also present was Jane Utecht. Tim Walburg called the meeting to order.

Agenda Approved

All voting members present voted aye; agenda approved.

Elections

Tim Salmen was nominated for the position of Chairman, no additional nominations; all in favor, motion carried. Shane Fry was nominated for the position of Vice-Chairman, no additional nominations; all in favor, motion carried. Manny de Castro, Jr., was nominated for the position of Recording Secretary, no additional nominations; all in favor, motion carried.

Review and Discussion of Purpose and Scope of Committee and Prior Informal Committee Work

Tim Walburg, Shane Fry, and Julie Wegener summarized current facility issues.

Tim Walburg summarized the following structural and building systems issues: water and plumbing issues, electrical issues, and bathroom issues. Due to the nature of the facility, the jail has a specialized plumbing system that is designed to be less vulnerable to user abuse or intentional acts of damage. Unfortunately, that can lead to additional difficulty and cost in maintaining, repairing, and updating the jail's plumbing system.

Tim Walburg summarized the spacing challenges in the jail facility due to the following factors: increase in criminal offenses in Lake County; increase in the 24/7, SCRAM, house arrest/GPS participants; inability to house women in Lake County; jail contracts with neighboring counties; housing classification levels (sentenced v. unsentenced, level of offense, co-defendants) for inmates; inmate medical needs; and jail staffing issues.

Tim Walburg summarized the security and spacing challenges related to the use of the basement of the public safety building as a storm shelter. Justin Meyer mentioned the possibility that the City Armory basement, which has generator power and a bathroom, could be used as a storm shelter if an inexpensive combination lock could be installed. Justin Meyer will look into pursuing this option further in advance of the upcoming storm season.

Shane Fry provided members with a brief history of the building, advising the building was built in 1976, and while no building improvements have been made since 1976, the way in which the County has used the building has drastically changed. Shane Fry stated structurally, the building is in good shape. The issues are within the building systems and the use of space in ways that it is not currently designed to accommodate. He reiterated that the County is just "making do" with the current facilities and does not know where the County will be at in 5 years of it doesn't address some of these issues.

Julie Wegener summarized spacing, security, and safety concerns related to the dispatch center's current location. Water issues pose a safety threat to both dispatch equipment and employees. Additionally the State wants the same standard of service everywhere, which the County cannot meet with the current level of access to the public safety building that is provided to the general public.

Tim Walburg summarized the current security system throughout the public safety building, as well as security vulnerabilities that need to be addressed.

Tim Walburg summarized the jail contracts with neighboring counties, the revenue generated from those contracts, and the working relationships with those counties. Tim Salmen asked about how the revenue generated from the jail contracts is used.

Tim Salmen asked Tim Walburg if there have been any funds set aside for any building project. Shane Fry stated he was responsible for setting up any building reserve funds.

Tim Salmen asked about building efficiency issues (insulation, windows, controls). Shane Fry stated that the controls are terribly inefficient.

Committee Goals

Tim Walburg reviewed the informal committee's mission statement: to move forward with any necessary improvements to the public safety building in a way that gives the most value to Lake County taxpayers and the most use for Lake County employees.

Members discussed meeting on a monthly basis.

Future Meetings

Members discussed holding future meetings on the 4th Monday of every month at 7:00 p.m.

The next meeting will be on Monday, March 28, 2016 at 7:00 p.m.

Tour

Members toured the Public Safety Building.

Adjourn

Meeting adjourned at approximately 9:30 p.m.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE MINUTES
March 28, 2016

The Lake County Public Safety Building Advisory Committee met for its monthly meeting on March 28, 2016 at 7:00 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, Kelli Wollmann, Shane Fry, Ray Johnson, Tim Salmen, Julie Wegener, Manny de Castro, Jr., Roger Hageman, Doug Hantrods as well as non-voting members, Justin Meyer and Darci Gebers. Also present were Jane Utecht and Shelli Gust. Tim Salmen called the meeting to order.

Minutes Approved

All voting members present voted aye; minutes from February 25, 2016 approved.

Agenda Approved

All voting members present voted aye; agenda approved.

Review and Discussion of Draft of A Potential Plan for Facilitating This Process

Tim S. discussed the Draft of A Potential Plan for Facilitating This Process. Tim noted that the committee had completed Phase 1 and moved to Phase 2 for further discussion. Shane F. discussed the fact that there really are no grants or monies available to do anything so the committee needs to determine what it can do on their own. Shane went through the "tasks" in Phase 2.

It was determined that there six tasks that should be assigned on the meeting to members of the committee. They were as follows:

1. "Determine whether an analysis consultant is needed, identify potential consultants/cost, make a recommendation to the County Commission and request funding." Assigned to Manny, Doug, and Tim S.
2. "Review current standards, legal requirements, and best practices for law enforcement, jail, dispatch, and emergency operations facilities." Assigned to Tim W., Julie, Doug, and Manny.
3. "Complete a space inventory, which includes the use of current space, square footage available, and the physical spaces needed to support the county departments housed in the Public Safety Building." Assigned to Shane and Ray.
4. "Evaluate the existing facility for compliance with local, state, federal laws." Assigned to Shane and Manny.
5. "Identify stakeholders to seen input from." Assigned to Tim W.
6. "Perform data analysis (trends in the criminal justice system, historical patterns in 911/non-emergency calls, crime rates, arrest rates, jail bookings, average lengths of stay; staffing and operational costs; projections)." Assigned to Darci, Manny, Tim W., Justin, and Julie.

Aside from determining and assigning tasks there was other discussion as follows:

Julie discussed the state standards (security wise & equipment wise) with 911 and indicated that the County was not meeting the state requirements regarding security. Justin discussed the fact that the Storm Shelter's move to the Armory is progressing and should be finalized in the next few weeks. Tim S. commented that that would reduce some of the 911 security risks. Justin asked about relocating 911 to the room behind the Clerk of Courts in the courthouse; Julie indicated that wasn't a viable option as the courthouse locks down at night.

Shane discussed the fact that the committee needs to determine what we can change now and also determine what other things we can change in the future and work together to discover those. Tim S. had questions about whether the County was looking to house juveniles in the future; Tim W. explained the agreement the County has with Minnehaha County and that the County is not looking to house juveniles in the future.

General discussion by all members regarding the DMV's presence in the basement of the Safety Building and how the County should move on telling the DMV to relocate elsewhere. Members discussed various buildings the DMV could use (4-H grounds, Labor Building, Community Center). General consensus was that DMV should move elsewhere in Lake County so community members would not have to travel to Brookings or Sioux Falls to the DMV, however no viable location was determined at the meeting. Kelli agreed to make some phone calls on moving the DMV. Roger and Tim S. agreed to assist Kelli in the process.

Tim S. agreed to perform research regarding other counties' similar projects and determine what was successful and unsuccessful so the committee could hopefully avoid pitfalls of other counties.

Future Meetings

Members agreed to continue holding future meetings on the 4th Monday of every month at 7:00 p.m.

The next meeting will be on Monday, April 25, 2016 at 7:00 p.m.

Adjourn

Meeting adjourned at approximately 8:14 p.m.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE
May 23, 2016

The Lake County Public Safety Building Advisory Committee met for its monthly meeting on May 23, 2016 at 7:00 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, Kelli Wollmann, Shane Fry, Ray Johnson, Tim Salmen, Julie Wegener, Manny de Castro, Jr., Roger Hageman, Doug Huntrods as well as non-voting member Darci Gebers. Also present was Jane Utecht. Tim Salmen called the meeting to order.

Minutes Approved

All voting members present voted aye; minutes from March 28, 2016 approved.

Agenda Approved

All voting members present voted aye; agenda approved.

Discussion and Demonstration of Google Drive

Doug had a laptop and projector screen in use for his presentation of Google Drive. Doug informed the members that Google Drive creates a place where documents are stored and that individuals can have access to. Doug explained that a user can control who has access to those documents and also whether others could write on the document or just read it. Doug told the members that he had some drives already set up – Agenda, Documents, Meeting Packets, and Minutes. Sub-drives have also been created and Doug has put some documents in those. (Loan Forms) Doug gave a presentation on how to search through the documents and folders. He also showed how to invite people to the Google Drive that he had set up for the LCPSBAC. Doug talked about cost of Google Drive and that it is free until you reach 15gb of use and then still very inexpensive after that.

There was some brief discussion regarding open meeting laws and Google Drive. It was agreed that things posted on Google Drive should be open to the public and be final products and not working drafts.

Tim W. indicated that he would like a link on the Lake County website for the LCPSBAC Google Drive, Doug agreed and thought Bobbi could update the website as needed with agendas and minutes. The link would also provide the public access on emailing Doug to be invited to join the LCPSBAC Google Drive. Doug agreed to be “point man” for the public to email and request and invitation to join the LCPSBAC Google Drive.

Shane indicated that he liked the transparency with Google Drive and that he had large amounts of materials he would like to upload to it, however at this point he thought best to table the use until next time and think about it further. Tim S. wanted to move forward with Google Drive, however Shane and Kelli thought best to table it and the rest of the committee agreed.

Budget Discussion

Doug had a proposed funding request handout for the members seeking to ask the Lake County Commission for \$20,000 to cover costs of the committee. (consultant fees, travel costs, publishing, printing, etc.) Shane indicated that the funds would go in a line under his budget. There was discussion where the \$20,000 number came from and Shane indicated that the number is based upon numbers that were given to the Informal Building Committee. Julie wondered if the amount was enough and Shane indicated he felt it was.

Tim S. asked for a motion to make the funding request to the County Commission. Motion by Julie, second by Shane. (Kellie and Roger both recused themselves). All members present voted Aye. Motion Carried. Tim S., Julie, and Shane will make the request to the County Commission. Shane was hopeful to get on the Commission Agenda for the June 9, 2016 meeting.

Discussion of Phase 2 Objectives and Progress made on the same

Julie provided handouts to the committee regarding; 1) 911 and the South Dakota requirements; 2) the FBI requirements; and (3) an informal discussion on safety and dispatch issue.

Tim W. talks about a pamphlet he obtained from Brookings County which educates the public about changes/improvements they want to make to their Public Safety Building. Tim W. would like to create a pamphlet for Lake County and put it on the County website. Tim W. also discussed the fact that DCI will have a full-time agent in Lake County starting July 1, 2016. Members agree that the Brookings pamphlet is a nice product and Tim W. should look further into having one made for Lake County.

Shane gives members a handout entitled "Lake County Public Safety Building Current Use". Discussion followed – Doug talks about the standards and training room, discussion that storm shelter has already been moved to the Armory, discussion that DMV still in basement of building (Kelli has been in contact with the State regarding this and the Job Service Building will soon have space available and it would make sense for the DMV to move in there as the State already rents the rest of the building for various state run businesses), and discussion concerning how small the space 911 has is.

Tim W. talks about stakeholders he's met with and indicates they are all supportive of the LCPSBAC and their efforts.

Shane discusses the building's compliance with local, state, and federal laws. Shane indicates that the plumbing needs to be upgraded, ADA access needs significant upgrades, sprinkler system and garages/firewalls need upgrades, and heating/cooling systems need upgrades.

Discussion on data analysis. Manny tells committee that this will take time to compile data and for the trends to show and that it's an ongoing process which will take much longer.

Tim S. discusses that he was supposed to look at other counties who had similar projects and review what worked/didn't work for those counties, but that he got busy and didn't get to it. He will start working on it and have an update next meeting.

Members agreed before the next meeting to keep working on the tasks of Phase 2, to give the request for funding to the Commission, and to decide if the committee is going to use Google Drive.

Future Meetings

The next meeting will be on Monday, June 27, 2016 at 7:00 p.m.

Adjourn

Meeting adjourned at approximately 8:24 p.m.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE
June 27, 2016

The Lake County Public Safety Building Advisory Committee met for its monthly meeting on June 27, 2016 at 7:00 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, Shane Fry, Tim Salmen, Julie Wegener, Manny de Castro, Jr., Roger Hageman, Doug Huntrods as well as non-voting member Darci Gebers. Also present was Jane Utecht. Tim Salmen called the meeting to order.

Minutes Approved

All voting members present voted aye; minutes from May 23, 2016 approved.

Agenda Approved

All voting members present voted aye; agenda approved.

Discussion and Demonstration of Google Drive

Doug had a laptop and projector screen in use for his presentation of Google Drive. Doug showed a basic template to put on the Lake County website for the LCPSBAC. The template would go under the Commission tab on the Lake County website. There was discussion regarding costs and fees to add the link to the Lake County website and Doug indicating he was working with the webmaster to get it done and that the fees were minimal to add the link. Doug further indicated that he had talked to Auditor Bobbi Janke and she agreed to update the link when she adds the minutes/agenda for the Commission meetings.

Budget Request Update

Shane discussed that he put a line-item in his department's budget request to the Commission for the funds discussed last meeting. This was submitted by Shane at the previous Commission meeting for their consideration.

DMV Update

Shane informed the committee that the contract was sent to the State and Lake County is just waiting to hear from the State to see if they will sign it and send back a different proposal regarding their move to the 4-H Building.

Discussion of Phase 2 Objectives (Update)

Tim S. talked with a chairman in Watertown and was told to keep the public updated. Tim S. indicated that there is a meeting in Watertown tomorrow for their proposed new public safety center at Lake Area Tech and that he plans to attend the same. Discussion about Watertown not keeping the public informed and not backing up their requests with records the first go around. Tim W. thinks we have been doing a good job keeping the public informed and also, that Watertown wanted approximately \$39 million for their public safety building. Tim S. notes that we aren't looking for anywhere near that.

Doug brought up the Watertown advisory committee's website on the computer and screen (codington.org) and there was some discussion about the layout and content.

Tim W. is going to go around to each department in the next few weeks to take pictures and make a pamphlet like Brookings has. Tim W. also says that people are approaching him asking to come in for a building tour. Roger says the sooner the pamphlet can be done and the tours begin, the better.

Shane indicates that as long as the Commission approves the funding a lot of the remaining stuff in Phase 2 will be done by the expert.

Tim W. and Julie discuss the fact that we should schedule an open house to move the project along. Julie indicates that it should start in the basement and there should be different stations for the public to stop at and view.

Doug mentions the fact that if in September we know that the Commission has approved the funding, we could start vetting people in October/November/December so they will be ready to start in January when we have the funding.

Tim W. says that once the date for the open house is set, a “work date” will be planned prior to the open house.

Future Meetings

The next meeting will be on Monday, July 25, 2016 at 7:00 p.m.

Adjourn

Meeting adjourned at approximately 7:40 p.m.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE
August 8, 2016

The Lake County Public Safety Building Advisory Committee met for its monthly meeting on August 8, 2016 at 7:00 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, Shane Fry, Ray Johnson, Kelli Wollman, Justin Meyer, Tim Salmen, Manny de Castro, Jr., and Doug Huntrods. Also present was Jane Utecht. Tim Salmen called the meeting to order.

Minutes Approved

All voting members present voted aye; minutes from June 27, 2016 approved.

Agenda Approved

All voting members present voted aye; agenda approved.

Discussion Concerning Open House Tours

Prior to discussing dates for open house tours, Tim W. passed out sample copies of a pamphlet that he and Shelli Gust have been working on to give to the general public. Tim W. talked about the fact that some of the finer points of the building can be discussed with the general public during the tours, but that the pamphlet is a great way to get out general information to the public. Tim W. also discussed the fact that he is working on a bar graph concerning the number of days the jail is used as well as the increase in 24/7 use. Tim W. further noted that the jail has been almost at full capacity the entire last month.

Tim S. noted that this meeting was scheduled in order to get input on what the open house should consist of and dates for the same. General discussion regarding the fact that people will be taking last minute vacations before school starts and then sports are starting so all think it's best to have tours after Labor Day. Justin thinks a half day on different Saturdays; one morning session and the other an afternoon session might work well and give flexibility to the public who are interested in seeing the building. Justin also thinks that the initial tours may lead to discussion and then other members of the public wanting a tour at a later date. Ray thinks the elderly are going to be most interested.

Tim S. notes that if you start spending money people will become interested. General discussion regarding school activities on the weekend and how to potentially work around them. All agree that there will be no perfect date. All agree that September 10, 2016 from 2p.m.-5p.m. and September 17, 2016 from 9a.m.-12p.m. will be the dates and times for the open houses/tours. (committee members will stick around longer if need be on both dates). Department heads are to be available to show their department on the above dates and times. Motion to set the dates made by Tim W. and second by Ray, all approve.

All agree that the pamphlets are good and to make copies of them and put them around town so that the general public can pick one up for their own information. Also, if anyone else has pamphlet ideas, Tim W. says to let Shelli know.

Future Meetings

No future meetings planned at this time, just the open houses as outlined above.

Adjourn

Meeting adjourned at approximately 7:35 p.m.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE
September 10, 2016

The Lake County Public Safety Building Advisory Committee met for a special meeting on September 10, 2016 at 1:45 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, David Hare, Ray Johnson, Kelli Wollman, Tim Salmen, Julie Wegener, and Doug Huntrods. Also present was Shelli Gust. Tim Salmen called the meeting to order.

Agenda Approved

All voting members present voted aye; agenda approved.

Minutes Approved

All voting members present voted aye; minutes from August 8, 2016 approved.

Tour Preparation

The public will enter the public safety building through the Sheriff's Office. The tour will begin in the Sheriff's Office and the Jail. The public will be invited to go through the jail door and head upstairs to the State's Attorney's Office or head downstairs to the EOC, 9-1-1 and Buildings & Grounds Departments.

Public Tours

The committee provided members of the public tours of the public safety building.

Debrief and Review Tour Feedback

Attendance was very low. Jane Utecht attended on behalf of the Madison Daily Leader. One member of the public attended. Tim Walburg took her around the building. She asked a lot of good questions. She was encouraged to tell her friends to come to the next tour. Members discussed what more could be done – the tours have received excellent coverage in the media and online. There were a couple of different events going on that might have impeded attendance.

Future Meetings

A second public tour will take place on September 17, 2016 from 9:00 a.m. – 12:00 p.m.

Adjourn

Meeting adjourned at approximately 5:15 p.m.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE
September 17, 2016

The Lake County Public Safety Building Advisory Committee met for a special meeting on September 10, 2016 at 8:45a.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, David Hare, Roger Hageman, Kelli Wollman, Tim Salmen, Julie Wegener, Manny de Castro, and Doug Huntrods.

Agenda Approved

All voting members present voted aye; agenda approved.

Minutes Approved

All voting members present voted aye; minutes from September 10, 2016 approved.

Tour Preparation

The public will enter the public safety building through the Sheriff's Office. The tour will begin in the Sheriff's Office and the Jail. The public will be invited to go through the jail door and head upstairs to the State's Attorney's Office or head downstairs to the EOC, 9-1-1 and Buildings & Grounds Departments.

Public Tours

The committee provided members of the public tours of the public safety building.

Debrief and Review Tour Feedback

Attendance was better than on September 10, 2016 with 17 individuals showing up for tours. Jane Utecht attended on behalf of the Madison Daily Leader. Members agreed that the individuals who showed up for tours asked good questions and were genuinely interested with the project. Tim S. says we can't do much else today and we should schedule a meeting after the budget is approved so we know if the Commission approved the funding for the LCPSBAC.

Future Meetings

The next meeting will be on October 24, 2016 at 7:00p.m. (Roger Hageman is going to invite both Miner County and Moody County Commissioners to attend the meeting).

Adjourn

Meeting adjourned at approximately 12.55 p.m.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE
October 24, 2016

The Lake County Public Safety Building Advisory Committee met for its monthly meeting on October 24, 2016 at 7:00 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, Kelli Wollmann, Ray Johnson, Tim Salmen, Julie Wegener, Manny de Castro, Jr., Roger Hageman, Doug Hantrods, Dave Hare, as well as non-voting member Darci Gebers. Also present were Jane Utecht, Jerry Doyle (Moody County Commissioner), Rick Veidkamp (Moody County Commissioner), Moody County Sheriff Troy Wellman, and Miner County Sheriff Lanny Klinkhammer. Tim Salmen called the meeting to order.

Minutes Approved

All voting members present voted aye; minutes from September 17, 2016 approved.

Agenda Approved

All voting members present voted aye; agenda approved.

Introduction

Individuals who were at the meeting introduced themselves as there were four people present who hadn't been at meetings prior. Tim S. noted that the commissioners and Sheriffs present might have a stake in the project and that is why they are attending the meeting. Tim W. gives a brief overview of the building committee and what has been worked on so far. Tim W. talks about growing pains with the building and gives a brief history of the structure and the issues with the structure as far as plumbing and electrical go. He further talks about jail issues and the building not being handicapped accessible. Brief discussion about the two open houses that were held. Tim W. talks about being transparent with the public regarding the project and the building pamphlet is passed around so the guests can review it.

Meeting

Tim W. believes that we should keep the existing structure and add on to it rather than build something new. Tim W. likes the fact that the building is right next to the courthouse. Tim W. says that he is looking to add jail space and office space. Also, the plan is to get Julie out of the basement. Doug H. talks about looking into the future to see what the demand might be in 20-30 years. Tim S. says that Tim W. has some projections of what he needs in the future. Tim W. talks about being at full capacity for about 2 ½ months this summer. Discussion between the Sheriffs about scrambling to house prisoners when Lake County is full and/or trying to find places to take female prisoners. Sheriff Wellman talks about how it is an asset to his office to house prisoners in Lake County as Tim W. will sometimes meet his at the interstate with prisoners if Moody County has to go to Minnehaha County to pickup prisoners before court and they also need to get prisoners from Lake County. Moody County averages 5 prisoners in custody per day. Talk amongst the Sheriffs about the increase in female arrests. Tim W. talks about adding to jail staff to have 2 people on duty all the time and going to start housing females – can hold 4-6 females at one time. Tim W. notes that crime is up and the crimes are worse and also discusses the mental health issues.

Discussion about Codington County's \$31,000,000 project and how there is also a committee in opposition to the project. Tim W. notes that Lake County is a good community and if you keep people informed of what is going on the community will support the project. Tim S. says that we need to keep the public informed about what is going on before we ask for a single dime. Tim W. notes that the

people who came to the building tours asked not if you're going to start but when are you going to start and what an eye opener the tour was.

Tim S. says that we are at the end of the 2nd phase and the next phase moves in to getting ideas from architects, etc. Tim W. says that he gets phone calls all the time soliciting business for the building project. Roger asks if the other counties (Moody and Miner) would be interested in a regional jail. Sheriff Wellman notes his budget is \$225,000 for jail/housing inmates. Says it makes sense to look at what Lake County is doing. Sheriff Klinkhammer talks about how quick the turn around is getting an inmate from Lake County and discusses how much time is saved when they house inmates in Lake County as opposed to Davison County. Miner County budgets \$30,000 for jail/inmate housing. Roger says a regional jail would take into account all 3 counties' needs.

Tim W. talks about the potential for a regional jail and indicates that after we see the study that we can ask others to "come to the table" is that is what is recommended.

Tim S. says that there is not much more we can do until after the 1st of the year. Tim W. asks Julie to put some numbers together on the increase in 911 calls. Julie notes that we should go look at other jails and get some ideas so we can ask about them when the study is done.

Tim W. wants to start advertising now for the contractors and then form an interview committee to interview firms to work on the project. Tim S. says start advertising for their proposals. Says we know we have the money so we can start advertising now and hit the ground running after the 1st of the year.

Discussion with Sheriffs that Wellman and Klinkhammer will get some projections from their counties as far as inmates go. Wellman talks about how Senate Bill 70 has put the burden back on the counties, but takes the inmates out of the penitentiary.

Tim W. makes a motion to start advertising for contractors. Second by Doug. All in favor, motion carried.

Future Meetings

None discussed.

Adjourn

Meeting adjourned at approximately 8:10 p.m. Tim W. did provide tours to the Moody County Commissioners and the Moody and Miner County Sheriff.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE
December 5, 2016

The Lake County Public Safety Building Advisory Committee met for its monthly meeting on December 5, 2016 at 7:00 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, Tim Salmen, Julie Wegener, Manny de Castro, Jr., Roger Hageman, Doug Huntrods, Dave Hare, Ray Johnson, and Kelli Wollman. Also present was Dana Hess. Tim Salmen called the meeting to order.

Minutes Approved

All voting members present voted aye; minutes from October 24, 2016 approved.

Agenda Approved

All voting members present voted aye; agenda approved.

Discussion Re: Proposals Received

The 2 proposals received were opened by Tim W. and passed around for everyone's review. One proposal was from Shive-Hattery/TSP Engineering out of Sioux Falls. This company Tim W. noted is working on the new Minnehaha County jail project. The second proposal was from RS Architects out of Sioux Falls and they work with Amert Construction out of Madison. Tim W. noted that Shive-Hattery said ½ the cost of the first phase analysis would be rolled back into the project if they were chosen. All present agree to interview both companies that submitted the proposals. Each interview will be scheduled for 1-1 ½ hours and will be on different dates. Tim W. will get the dates set up for the interviews. After the interviews are conducted then the group will meet and discuss which company to recommend to the Commission at the first part of January.

Future Meetings

Interviews will be conducted the week of December 19, 2016. The next regular meeting will be on Tuesday, December 27, 2016 at 7:00 p.m.

Adjourn

Meeting adjourned at approximately 7:25 p.m.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE
December 19, 2016

The Lake County Public Safety Building Advisory Committee met on December 19, 2016 at 7:00 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, Kelli Wollmann, Ray Johnson, Tim Salmen, Julie Wegener, Manny de Castro, Jr., Roger Hageman, Doug Huntrods, Dave Hare, Justin Meyer as well as non-voting member Darci Gebers. Tim Salmen called the meeting to order.

Minutes Approved

All voting members present voted aye; minutes from December 5, 2016 approved.

Agenda Approved

All voting members present voted aye; agenda approved.

Meeting

The meeting centered around a presentation from Shive-Hattery. Two members from Shive-Hattery (Steve Davis and Michael Lewis) and one member from TSP (Sean Ervin) gave the presentation. The presentation started with members telling the presenters what the main issues they thought needed to be addressed were. The presenters went through the pamphlet they had created and discussed the process and phases that were outlined in there. Phase I consists of a space analysis, projections for the future, plan diagrams, and multiple studies to evaluate costs and functional expectations. After Phase I they can bring costs of the project to the table. Phase 2 consists of the costs (60% to staff facility, 20% building construction, 20% inmate costs). The presenters talk about minimizing movement in the jail and maximizing visibility.

After the presentation, members asked further questions and were told the following in response: the presenters have bond referendum experience, it takes a minimum of three months or more to campaign the project with the public, 70% of the projects they have participated in during the last 20 years have passed on the first time, the presenters want a 5 year history of the jail and its annual costs, they will use ACA (American Correctional Association) standards as there are no South Dakota jail standards, they have "in-house" engineers that can tell what needs to be done to remodel the building, they have 3 or 4 jail contractors they like to use, 75% of project can be done locally, and there was discussion about a possible public/private partnership.

Future Meetings

December 20, 2016 will be another presentation.

Adjourn

Meeting adjourned at approximately 9:00 p.m.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE
December 20, 2016

The Lake County Public Safety Building Advisory Committee met on December 20, 2016 at 7:00 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, Kelli Wollmann, Tim Salmen, Julie Wegener, Manny de Castro, Jr., Roger Hageman, Doug Huntrods, Dave Hare, as well as non-voting member Darci Gebers. Mike Waldner was also present. Tim Salmen called the meeting to order.

Minutes Approved

All voting members present voted aye; minutes from December 5, 2016 approved.

Agenda Approved

All voting members present voted aye; agenda approved.

Meeting

The meeting centered around a presentation from RSA Architects. Gary Stanley (RSA), John Cain (Venture Architects), Marty Christensen (West Plains Engineering), and Don Amert gave the presentation. The presentation started with an outline of projects they have handled in Madison. The presenters then went page by page through the pamphlet that they created and discussed the different phases. They discussed the fact that they wanted to do a full study and compare what it would cost to add on to the facility or build a new facility.

The members asked questions and received the following responses: For \$24,500 the LCPSBAC would get diagrams, floor plans of concepts, schematic level stuff and Don can do estimating from them. The proposal is used to show the public what is being done and educate them, the presenters will show up to a town type meeting and answer technical questions if the public has them, the jail will comply with PREA, the jail will have special needs beds, the presenters are familiar with USDA loans, they will keep in mind that the courthouse is on the national historic registry when designing, typically you plan out 20 years into the future, and the study will help determine the number of jail beds needed in the future.

Future Meetings

December 27, 2016 will be a regular meeting.

Adjourn

Meeting adjourned at approximately 8.52 p.m.

LAKE COUNTY PUBLIC SAFETY BUILDING ADVISORY COMMITTEE
December 27, 2016

The Lake County Public Safety Building Advisory Committee met on December 19, 2016 at 7:00 p.m. in the basement of the Public Safety Building. The following members were present: Tim Walburg, Kelli Wollmann, Ray Johnson, Tim Salmen, Julie Wegener, Manny de Castro, Jr., Roger Hageman, Doug Huntrods, Dave Hare, Justin Meyer as well as non-voting member Darci Gebers. Superwoman Shelli Gust as well as Madison Daily Leader representative Chuck Clement were also present. Tim Salmen called the meeting to order.

Minutes Approved

All voting members present voted aye; minutes from December 19 & 20, 2016 approved.

Agenda Approved

All voting members present voted aye; agenda approved.

Meeting

The members discussed the two proposals that were received. Members felt that Shive-Hattery was more prepared and will be around more in person to help the process move forward. Members also felt that Shive-Hattery had more experience with USDA funding and anticipated the historical significance of the courthouse better. Tim S. noted that the quote from Shive-Hattery was much more than the committee was authorized by the Commission. Members think although Shive-Hattery costs more, the product will be better and in the long-run a better value. Discussion about making a counter-offer on price to Shive-Hattery and/or asking if they would take 50% payment this year and 50% payment next year. Discussion then shifts to whether anyone has contacted any of the places where either RSA or Shive-Hattery has done a project and see what the experience was like. Manny volunteers to contact places Shive-Hattery has completed and Tim W. volunteers to contact places RSA has done. Those findings will be brought to the next meeting for discussion.

Future Meetings

January 9, 2017 will be another presentation.

Adjourn

Meeting adjourned at approximately 7:40 p.m.