



Jackson County Jail Advisory Committee  
Jackson County Courthouse  
201 West Platt Street  
Maquoketa, Iowa 52060

## MEETING MINUTES

**Date:** November 8, 2017

**Time:** 6:00 p.m.

**Location:** Jackson County Courthouse

**Members Present:** County Attorney ó Sara Davenport; Jail Administer ó Mark Pape; Jail Representative ó Adam Pape; Farm Bureau Representative ó Ryan Kilburg; Regional Citizen Representatives ó Dick Kunau, Jon Thoms, Mike Delaney; Adult Probation Officer - Renee Behr; District Court ó Judge Nancy Tabor; Sheriff Representative ó Steve Schroeder; Sheriff ó Russ Kettmann; EMC ó Lyn Medinger; BOS Representative ó Larry McDevitt

**Visitors:** Jack Willey, Mike Steines; Media: Kelly Gerlach, Maquoketa Sentinel Press; Mary Hayward, Local Access; Theresa Hosch, KMAQ; 3 News Stations w/Cameras; Telegraph Herald

The meeting was called to order by Chair at 6:02 p.m.

Motion by Kilburg, second by Tabor to approve the minutes from the October meeting. Motion passed by unanimous vote.

### **Old Business:**

- a. Budget Approval. The Board of Supervisors couldn't find funding for the coordinator position. May revisit in the future. They did authorize \$21,000 for Phase I. \$16,000 for the initial payment to Shive Hattery plus \$5,000 for additional expenses
- b. Brandon Beck is working on the virtual tour of the jail. He is hoping to have it ready by the next meeting and then we can get it on the website. The website currently has the minutes from prior meetings, contact information for the committee members, and the NIC assessment.
- c. Maquoketa and Bellevue Rotary presentations went well. Steve reported that he had good dialog and questions at each presentation. There is a lot of interest in the project. Steve also reported being on KMAQ's "Just Talk" with Sheri Melvold. Eventually plan to put the Power Point presentation on the website.

### **"Kickoff" presentation by Shive Hattery**

Mike Lewis presented a handout which he went through. He encouraged a discussion with questions. His background includes working in 9 different states. He has been with Shive Hattery since 2012. He has been involved in 22 jail projects ranging from a 12 bed facility up to a 1500 bed facility.

They will be looking at renovation vs. new. vs. doing nothing. The life expectancy of a new building is 50 plus years, however the mechanical system life is about 20 years. They will

also be looking at the cost to operate a jail for a 20-30 year period. If the decision is made to renovate or build new 75% of the project will be done by local contractors/businesses.

He and Steve Davis will do a jail standards presentation in the near future. This will include both physical/structural standards as well as operational standards.

We are in the program phase now. Once that is complete and a bond passes it will take approximately 6-8 months of design before the project will be ready to bid.

One of the graphs showed that our inmate care/medical operational costs and utility costs are above the typical expected costs. In response to a question Mike indicated that as they go through this process they can provide suggestions on things we can do now to lower some of these costs.

The next step will be for Mike & Steve Davis to gather more data. Mike believes they will have an assessment completed by our December meeting, which they will plan to attend.

**New Business:** None.

Motion by Tabor, second by Delaney to adjourn. Meeting adjourned at 6:56 p.m.

Next Meeting December 13, 2017 at 6:00 p.m. at the Jackson County Courthouse.

Respectfully submitted by:

Sara Davenport, Secretary