

MINUTES OF OPEN MEETING

April 12, 2017

Notice is hereby given that the Benton County Jail Committee conducted a meeting at 6:00 p.m., Wednesday, April 12, 2017 at the conference room of the Warsaw-Lincoln Ambulance District Building. The meeting site was handicapped accessible.

Meeting was called to Order at 6:08pm by Presiding Commissioner, Michelle McLerran-Kreisler:

1. Introduction of Jail Committee Members:

Robert Berkoff, Mark Richerson, Roy Wagner, Greg Wenberg, Sharon Johnson, Kathy Bruner, James Theisen, Jowell Roellig, Tracey Spry, Rod Brethower, Jr. Mehrens and Bob Follmer

Jason Shackles was present via conference call. Jeff Canfield not present.

- a. Acknowledgement of community members present: Richard and Dorothy Bacon; Randy Marmino; Sheriff Eric Knox
- b. North District Commissioner, Jim Hansen, was also in attendance
- c. Confirmation of contact information
- d. Description of job, educational background or training to benefit this process

2. Presiding Commissioner Michelle McLerran-Kreisler outlined the following:

Role of the Committee and its members: The objective is a rational, no one-person agenda committee who have demonstrated relevant on-the-job and community service beneficial to this cause.

- a. This committee is to outweigh the proposals and those who are willing to ask questions. This committee must be respectful where the common goal is = community and commitment to solve this county issue. This committee will look at the facts and the issues and be objective, stay the course and come out with a decision to move forward.
- b. This committee will evaluate the need for a new county jail, assess and make a final decision to the county commission. The powers of this committee is to only make recommendations with no decision making power. This committee will evaluate and hear public input and decide how to manage public comments and questions. Any problem or complaint that is brought up by a community member, ask for a solution.
- c. If there is support by this committee for community input, have that person be added to the agenda to propose their input during a meeting so that all committee members hear first-hand and be included in the conversation. This added community member to the agenda will need to go through the Chairman to be added to the agenda. Taking general public comments during each meeting is another option. If their public comments go longer than expected, they can be added to the agenda for the next meeting.
- d. If there are many community members with proposals, offer a town hall meeting so they can present to you, the community, the Sheriff and the Commission and answer questions of us and of the public.
- e. This Commission is trying to improve communication to reach people with information. Send questions of any kind to us, such as budget and ordinances, whatever is needed to help with the decisions and recommendations given to provide the Commission. If this committee has proposals and wishes to get the community involved, let us know. We can schedule a time during the week during Commission Session days/times.
- f. The Sunshine Law and Regulations needed to be abided by. A sign-in sheet must be present and filled out by all attending each meeting to keep record of your attendants and guests along with the minutes. There is a link with the details of the Sunshine Law. Please review.

- g. The Commission is asking that all proposals entertained consider ACA Standards: Committee Member Jason Shackles can answer these questions best. ACA Guidelines http://www.aca.org/ACA_Prod_IMIS/docs/standards%20and%20accreditation/ALM-1-3_15_17-Final.pdf
 - h. All Committee Members are asked to meet with the Jail Administrator to tour the current facility to review the current issues the county is facing.
 - i. Timeline of meetings need to be considered for a July deadline. Take your time to evaluate ideas and proposals, but election dates are being considered and competition of other issues on the ballot with any jail proposal is when timing can hurt ability to move forward. A July deadline is not set in stone, but only a guideline. It takes a long time to evaluate and create your own proposals, so consider that upon establishing days and times for your upcoming meetings.
 - j. An Agenda must be posted no later than 24 hours prior to your next meeting. It is wise to collaborate, discuss and confirm the agenda for the next meeting, along with when will it take place, prior to ending each meeting session. This will be listed on the minutes of each meeting to give the public more opportunity to attend.
 - k. Attendance to Committee Meetings should be considered mandatory so all information is consistent and to minimize miscommunication.
 - l. This committee cannot encumber county funds.
3. Presiding Commissioner Michelle McLerran-Kreisler takes questions from the Committee:
 - a. Mark: Are there any proposals currently on the books right now? Michelle: Only one has been offered at this time. It will require approval from the city and must be reviewed and decision made by this committee. Mark: Are we supposed to be seeking out additional proposals? Michelle: A needs analysis can open it up that way multiple proposals can be considered, but just be mindful of your timeframe when considering new proposals.
 - b. Tracey: Is there an architectural design? Jim: We like the Sheriff's current design. Tear into it and find the flaws, the pros and cons and keep your focus on that. Michelle: If we have to change the timeline, that's fine. We are not endorsing anything or trying to push anything. You are here to determine if this is the best option, or not. Priority is getting the right solution not the timeline. Just consider that the need is immediate. Jim: Review what is on the table, step back and figure out what is there. If we look at a new structure, we are going to be right where we were.
 - c. Greg: before a proposal is considered, the city needs to approve it first.
 - d. Sheriff Knox: This idea was presented by the guests (Richard and Dorothy Bacon) awhile back. The building being proposed is currently priced that would save about \$4M alone. If we rebuilt a facility, it would add an additional \$4Ml. A building and structure is already there for a fraction of the cost. The Sheriff's involvement is minimal. If this Committee has another option, then bring it.
4. Discussion and voting of Jail Committee Chairman, Vice Chairman and Secretary:

Assignment of Secretary and Chairman and their role. The Chairman needs to enforce guidelines and adhere to the agenda and to manage time, productivity and maintain order. The Chairman must be present at all meetings to move the group and the purpose forward. The Vice Chairman must be present at all meetings, and take the place of the Chairman within their duties should the Chairman not be there in attendance. The Secretary is to have the official minutes to the County Clerk along with the next meeting time/date/location and the agenda. The upcoming agenda must be given to the County Clerk to post within at least 24 hours before the next meeting.

 - a. Mark Richerson: Chairman; Roy Wagner: Vice Chairman; Secretary: Jowell Roellig
5. Chairman Mark Richerson establishes Thursday, April 27th at 6:00pm at the Warsaw-Lincoln Ambulance District Building to be the next meeting.

- a. Greg, the current Jail Administrator, cannot handle and take a large group through the jail. Please review the current jail conditions on your own prior to the upcoming meeting. Ask questions. Monday through Friday from 8am-4pm are the best times to tour the jail. Please call: 660-438-6135 and ask for Greg for a tour.
6. The Committee agreed to the following agenda for the April 27th meeting: Prior to the next meeting, this Committee will tour the old jail on their own. Agenda for the next meeting: presentation of the existing proposal will be presented and then tour the new building.
7. The County Attorney advised the Commission not to attend every meeting. It is not necessary since the Commission is not driving anything, only reviewing and deciding on proposals given from this Committee.
8. Consider motion to close the meeting as authorized by Section 610.021 RSMO for discussion of: A. Litigation, 610.021.1 B. Real Estate transactions, 610.021.2 C. Personnel matters, 610.021.3 D. Discussion of protected information.
9. Adjourn - Tracey Spry motioned; Rod Brethower seconded.