

**MINUTES**

**CITIZENS ADVISORY COMMITTEE  
on LAW ENFORCEMENT CENTER  
THURSDAY, JANUARY 13, 2000 - 7:00 P.M.  
COUNTY LIBRARY, 4459 W. US 223, ADRIAN, MI**

Present: Dave Maxwell, Adrian Township  
Don Imber, Clinton Township  
Nancy Jenkins, Dover Township  
Bob Metzger, City of Adrian  
Gaylord Herriman, Fairfield Township  
Charles Schaffner, Medina Township  
Gregg Hardy, Franklin Township  
Jerry Wilson, Rollin Township  
Ralph Fraley, Macon Township  
John Dull, Woodstock Township  
Jim VanBuren, City of Tecumseh (alternate)  
Dee Stucker, Palmyra Township  
Rick Goldberg, City of Adrian (alternate)  
Frank Crosby, City of Tecumseh  
Pat Hinde, Village of Blissfield  
John VanHavel, City of Morenci  
Doug Lake, Cambridge Township  
Susan Watt, City of Hudson  
Dianne Davis, Village of Clinton  
Art Capper, Hudson Township  
Ted Dusseau, Madison Township  
Doug Cook, Seneca Township

Absent: Jerry Tanner, City of Hudson  
Gary Lombard, Blissfield Township  
Stanley Bridleman, Deerfield Township  
Clyde Knisel, Ogden Township  
Richard Holdridge, Raisin Township  
Issac Orner, Riga Township  
Dwain Stiers, Rome Township  
Janet Wigner, Tecumseh Township  
Russell Reynolds, Village of Addison  
Harv Kulka, Village of Britton  
Charles Schultz, Village of Onsted

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Also Present: David Frownfelder, WLEN  
Dennis Pelham, Daily Telegram  
Bill Bacon, County Administrator

I Approval of Minutes

Motion by Dusseau, supported by Crosby to approve the minutes of the December 9, 1999 meeting. Motion carried.

II Review material received since December meeting

Dave Maxwell distributed copies of letters received from municipalities in response to his correspondence regarding the location of a law enforcement facility in their jurisdiction. Madison and Palmyra Townships indicated that they are not supportive of locating a law enforcement facility within their boundaries. No response was received from Adrian Township. The City of Adrian responded that they are generally supportive of the concept of locating a new law enforcement facility in the downtown area on County property. They indicated a desire to be kept informed of developments and plans for the new facility. They also expressed an interest in having a right of way from Maple Avenue to Trestle Park which would alleviate the traffic on Hunt Road to Main Street.

Copies of correspondence from the Judges to the County Commissioners was distributed and reviewed. The letter recommended that the proposed site and structure of the law enforcement facility be clearly defined. The Judges also recommended that a clear statement be made explaining why such a facility is needed. Other recommendations included the need to have County government develop a sound plan and then get behind it, and that all public officials do their share in promoting the plan which is adopted.

Various difficulties with securing water and sewer extensions and hook-ups into areas located outside the City of Adrian were reviewed. Due to the opposition of the townships and the difficulties with securing water and sewer extensions, the committee determined that the site selection evaluation form did not need to be completed.

III Final recommendation to County Commission

Dave Maxwell distributed a draft of recommendations to be submitted to the County Commission.

Motion by Hinde, supported by Wilson to recommend that the attached resolution recommending the location of a law enforcement facility in downtown Adrian on County owned property be adopted. Motion carried unanimously.

IV Volunteers for planning and public education committee

A sign up sheet was distributed to committee members concerning interest in volunteering for a planning and public education committee for the law enforcement center. The following committee members volunteered to serve on a planning and public education committee: Ted Dusseau, Robert Metzger, Gaylord Herriman, Charles Schaffner, Gregg Hardy, Jerry Wilson, Ralph Fraley, Nancy Jenkins, John Dull, Rick Goldberg, Pat Hinde, Dee Stucker, Art Capper, John VanHavel, Dianne Davis, Doug Lake, Don Imber and Dave Maxwell.

There was discussion concerning the next stages of refining the plans for a law enforcement center. Dave Maxwell explained the need to retain professional assistance to properly design a law enforcement facility on the downtown site. Charles Schaffner stated that presentations by County Commissioners to township boards on the law enforcement facility plans have been effective in the past and should be encouraged.

Dave Maxwell stated that he would forward the resolution adopted by the Citizens Advisory Committee to the County Commissioners and would also indicate the willingness of committee members to serve on a planning and public education committee.

V Adjournment

Motion by Wilson, supported by Stucker to adjourn the meeting at 8:05 P.M. Motion carried.

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**JOINT CITIZENS COMMITTEE  
and  
CRIMINAL JUSTICE (COMMITTEE of the WHOLE)  
MEETING  
THURSDAY, MARCH 9, 2000 - 7:00 P.M.  
COUNTY LIBRARY, 4459 W. U.S. 223, ADRIAN, MI**

Commissioners Present: Commissioners Gardner, Eisenmann, Fenby, Tillotson, Williams, Gould, Hall, Flippo and Tuckerman

Citizens Committee Present: Frank Crosby, City of Tecumseh  
Susan Watt, City of Hudson  
John VanHavel, City of Morenci  
Rick Goldberg, City of Adrian (alternate)  
Doug Lake, Cambridge Township  
Art Capper, Hudson Township  
Ted Dusseau, Madison Township  
Ralph Fraley, Macon Township  
Bob Metzger, City of Adrian  
Dianne Davis, Village of Clinton  
Gaylord Herriman, Fairfield Township  
Nancy Jenkins, Dover Township  
Don Imber, Clinton Township  
Gregg Hardy, Franklin Township

Also Present: Sheriff Germond, David Frownfelder, Dennis Pelham, and Bill Bacon

I Introduction

Commissioner Gardner explained that the purpose of conducting a joint Criminal Justice Committee meeting including all of the County Commissioners as a committee of the whole and the Citizens Advisory Committee on the Law Enforcement Center was to review the recommendations presented by the Citizens Committee to the County Commission concerning a new law enforcement center.

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Nancy Jenkins reviewed the following items that the Citizens Advisory Committee would like to cover:

- determine new committee structure (election of officers, meeting time, agenda/work plan)
- establish contact with City of Adrian officials to review plans for law enforcement center
- develop a budget for public information and education
- determine cost and extent of further architectural plans and renderings

## II Election of officers for Citizens Committee

Frank Crosby nominated Nancy Jenkins to serve as Chair of the new Citizens Advisory Committee.

Motion by Dusseau, supported by Imber to close nominations and elect Nancy Jenkins to serve as Chair of the new Citizens Advisory Committee. Motion carried.

Frank Crosby nominated Don Imber to serve as Vice Chair of the Citizens Advisory Committee.

Motion by Lake, supported by Capper to close nominations and elect Don Imber to serve as Vice Chair of the new Citizens Advisory Committee. Motion carried.

Don Imber nominated Bob Metzger to serve as Secretary for the new Citizens Advisory Committee.

Motion by Dusseau, supported by Imber to close nominations and to elect Bob Metzger to serve as Secretary for the new Citizens Advisory Committee. Motion carried.

Following discussion, it was determined that the Citizens Committee would function separately from the County's Criminal Justice Committee.

## III Establish meeting time for Citizens Advisory Committee

Motion by Capper, supported by VanHavel to continue with the same regular meeting time for the Citizens Advisory Committee of the second Thursday of each month at 7:00 P.M. at the County Library. Motion carried.

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**Criminal Justice (Committee of the Whole)**

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IV Discuss work plan

a) Citizens' Advisory Committee membership and participation - There was discussion concerning opening up membership on the Citizens Advisory Committee to other interested groups and individuals. Following discussion, it was determined that a letter would be sent out by the Citizens Advisory Committee to all local governments and media within the County including weekly newspapers soliciting new membership on the committee. Other groups that were identified as possibly being interested in having membership on the Citizens Committee were the Realtors Association, area pastors and ministers, civic groups and colleges. Bob Metzger indicated that he would contact local colleges to inquire about possible internships with the committee as part of a criminal justice curriculum.

b) Information distribution - The committee discussed various means of distributing information on plans for a new law enforcement center. Media identified included newspapers, videotape, cable TV and a web site. Bob Metzger explained that he would be willing to contact firms that prepare videotapes in order to obtain a cost estimate. Sheriff Germond explained that the estimated cost per finished minute of videotape is approximately \$800. Commissioner Rob Hall stated that he would be willing to work on preparing a web site on the law enforcement center once the information is ready to present.

c) Budget for public information and education - Sheriff Germond explained that a small amount of donated funds remains from previous millage campaigns. Additional funds received from private concerns could be used for a new millage election. Commissioner Larry Gould explained that the budget for the Citizens Committee educational effort should be reviewed by an attorney to determine what extent public funds could be used on a new campaign. It may be possible to link various activities of the committee with identified public and private funding sources.

Bob Metzger stated that the Citizens Committee members in conjunction with County Commissioners need to be the lead group in presenting the law enforcement center proposal to citizens. Technical advisors should be available to assist but should not be expected to assume a lead role. Gregg Hardy stated that he would prefer that plans for the law enforcement center be lead by "grass roots" involvement rather than hired professional consulting firms. Frank Crosby distributed information concerning suggestions for a law enforcement center ballot issue.

d) Design/cost issues - Commissioner Gould reviewed a proposal submitted by Schenkel Shultz to conduct a series of additional soil borings on the property located north of the

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**Joint Citizens Committee**

current jail facility. These borings would include property purchased by the County in 1998. Commissioner Roy Gardner reviewed the cost estimates that have been prepared for the construction and operation of the new law enforcement center. He noted that the average cost per bed for a new law enforcement center is estimated to decline from \$13,856 to \$10,709, a decrease of approximately 22%. He explained that the decreased cost per bed demonstrates the increased efficiency that a new law enforcement center would provide. It was determined to add the average cost per bed figures to the cost/millage estimates and distribute them to the committee.

There was considerable discussion regarding design questions and issues. Several questions were raised regarding the size of a law enforcement center, location, and layout of the facility. Doug Lake indicated that he would like to have a better design available than a photo copy of the information presented by Schenkel Shultz at a previous meeting.

Bill Bacon stated that it would be helpful if committee members could put their various design questions in writing and submit them to the Administrator's Office so they could be forwarded to Schenkel Shultz and Sheriff Germond for a response.

#### IV Motions

##### a) Criminal Justice (Committee of the Whole):

**Motion by Flippo, supported by Williams to schedule a meeting with Schenkel Shultz at the next regularly scheduled County Board of Commissioners meeting on Tuesday, March 28, 2000 at 7:00 P.M. in the Commission Chambers with all members of the Citizens Committee invited to attend. Motion carried.**

##### b) Citizens Committee motion:

**Motion by Fraley, supported by VanHavel to request that the County's Criminal Justice Committee prepare plans on where the law enforcement center would be located in the downtown area, identify what the facility would look like and determine a cost estimate with a target date to present this material to the Citizens Committee at the June 8, 2000 meeting. Motion carried.**

##### c) Citizens Committee motion:

**Motion by Hardy, supported by Dusseau to establish the following sub-committees with membership determined by a sign-up sheet:**

**Design - Gaylord Herriman, Ralph Fraley, Art Capper, Doug Lake, Commissioner Ralph Tillotson, and John VanHavel**

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**Finance - Commissioner Ralph Tillotson, Gregg Hardy, Frank Crosby**

**Information Delivery - Dianne Davis, Bob Metzger, Ted Dusseau, Rick Goldbeg,  
Susan Watt,**

**Election Timing - Don Imber, Nancy Jenkins, Jim Van Buren  
Motion carried.**

Meeting times for the sub-committees are to be determined by the membership.

VI Adjournment

Motion by Metzger, supported by Hardy to adjourn the meeting at 9:12 P.M. Motion carried.

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**CITIZENS ADVISORY COMMITTEE  
on LAW ENFORCEMENT CENTER  
THURSDAY, APRIL 13, 2000 - 7:00 P.M.  
COUNTY LIBRARY, 4459 W. US 223, ADRIAN, MI**

Present: Nancy Jenkins, Dover Township  
Don Imber, Clinton Township  
Susan Watt, City of Hudson  
Art Capper, Hudson Township  
Rick Goldberg, City of Adrian  
David Maxwell, Adrian Township  
Jerry Wilson, Rollin Township  
Dianne Davis, Village of Clinton  
Gaylord Herriman, Fairfiels Township  
Frank Crosby, City of Tecumseh

Also Present: Commissioner Roy Gardner, David Frownfelder-WLEN and Bill Bacon

### I Approval of Minutes

Motion by Capper, supported by Wilson to approve the minutes of the March 9, 2000 meeting.  
Motion carried.

### II Election of new secretary

Due to the resignation of Robert Metzger as Police Chief for the City of Adrian, a new secretary for the committee needed to be appointed.

Motion by Jenkins, supported by Maxwell to appoint Rick Goldberg as secretary of the Citizens Advisory Committee. Motion carried.

### III Review information on use of public funds for millage campaigns

A letter received from Deputy Prosecuting Attorney, Frank Riley, concerning the use of public funds to advocate a position supporting a new law enforcement facility was distributed and reviewed (attached).

There was discussion regarding potential expenses that could be incurred for a millage campaign supporting the financing and construction of a new law enforcement facility.

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Dave Maxwell stated that a "power point" presentation could be prepared and used by committee members when meeting with municipal boards and interested community groups. Rick Goldberg explained that it would be useful to have photographs of the current conditions of the jail and sketches and diagrams of what the proposed new facility would look like.

The information delivery sub-committee was requested to develop a plan and budget for informational materials and expenses related to a millage campaign. The finance sub-committee was requested to explore the possibility of raising private funds to handle the costs of an informational campaign.

#### IV Update on status of architectural plans

Gaylord Herriman reviewed the meeting held on March 16, 2000 with Schenkel/Shultz and members of the County Commission and Citizens Committee design sub-committee. He also reviewed the actions taken at the Board of Commissioners meeting on March 28, 2000. A contract with Schenkel/Shultz in an amount not to exceed \$25,000 has been approved to conduct an investigation of the site located north of the existing jail. He also reported that a contract with TolTest in the amount of \$4,270 has been approved to conduct a geo-technical investigation of the proposed site. He explained that soil borings were conducted this week. The location of the borings was adjusted to obtain soil samples from different locations than were taken in the 1997 testing.

The committee discussed the pros and cons of the two proposed sites for a new law enforcement facility.

The property north of the jail would likely require substantial excavation to a depth of approximately thirty feet. This site may be favorable for a drive-in garage and separate entrance area for the Sheriff's Department. Location of the law enforcement center at this site would also allow for expansion of the Judicial Building north on Main Street. The "Welch" block would require less excavation to approximately five feet. It may be possible to have a garage area in this location also. A tunnel or walkway to the Judicial Building may be able to be constructed as part of the facility.

#### VI Subcommittee reports

a) Design - Gaylord Herriman distributed a listing of features that should be included in the new law enforcement facility (attached). Art Capper also distributed specifications of desirable items to include in a new law enforcement facility (attached.) The design subcommittee was requested to contact officials from the Steuben County, Indiana jail and other recently constructed county law enforcement facilities to determine what they

would have done differently in the construction of their buildings.

b) Finance - There was discussion regarding the figures used to estimate the "average" additional cost to taxpayers for the proposed law enforcement facility. Art Capper stated that the media typically uses a \$100,000 home and \$50,000 assessment to quote millage rates. He explained that this presents a somewhat inaccurate picture due to proposal A which placed assessment caps on valuations. A more accurate figure would use a rate per thousand of taxable value. Bill Bacon was requested to check with the Equalization Department to see if a median taxable value on residential property could be provided.

c) Information delivery - The Committee discussed the possibility of preparing a presentation in support of a new law enforcement facility and presenting it to the entire committee. This would allow the committee to evaluate and critique the presentation for further refinement prior to presentations to public groups.

d) Election timing - It was reported that the general election is November 7, 2000. The minimum requirement is that ballot language be approved forty five days prior to the election. The County Clerk recommends that any ballot issues be approved and forwarded to her office no later than sixty days prior to the election. The Committee reviewed the pros and cons of placing a law enforcement millage proposal on a general or special election ballot.

## VI Other Business

David Maxwell distributed copies of a memo (attached) regarding the parking concerns for the law enforcement center. He explained that it is important that the committee adequately addresses the parking needs for the law enforcement center. He explained that at this time it appears there would be sufficient parking for a downtown law enforcement facility without the need to construct a parking garage or purchase the Kuhlman property.

Frank Crosby raised the possibility of including David Maxwell in discussions the County will be conducting with the City of Adrian on law enforcement facility plans. A committee of Commissioners Flippo, Gould and Gardner and Bill Bacon has been appointed to meet with City of Adrian representatives.

Jerry Wilson explained that active Citizen Committee members could be assigned to provide information and attend meetings in other areas of the County where there has been minimal representation.

Rick Goldberg stated that he would like it placed on the record that he is attending

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Citizens Advisory Committee meetings as a representative of the City of Adrian and not the Michigan Department of Corrections. His mailing address for committee agendas and information is the Department of Corrections, however he has no official connection with the Department of Corrections while serving on the Citizens Advisory Committee.

Frank Crosby raised the possibility of including County Planning Commission member, Bill Saunders, on the Citizens Advisory Committee. Mr. Saunders's expertise in construction would be a valuable resource to the Committee. The Committee requested that Mr. Saunders be invited to attend the next committee meeting.

David Maxwell stated that presentations by the Committee concerning the law enforcement facility should be made not only to township boards but also community groups and service clubs.

#### VI Adjournment

Motion by Capper, supported by Wilson to adjourn the meeting at 8:40 A.M. Motion carried.

WRB/jp

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**CITIZENS ADVISORY COMMITTEE  
on LAW ENFORCEMENT CENTER  
THURSDAY, MAY 11, 2000 - 7:00 P.M.  
COUNTY LIBRARY, 4459 W. US 223, ADRIAN, MI**

Present: Nancy Jenkins - Dover Township  
Art Capper - Hudson Township  
John VanHavel - City of Morenci  
Dee Stucker - Palmyra Township  
Ted Dusseau - Madison Township  
Gaylord Herriman - Fairfield Township  
Doug Lake - Cambridge Township  
John Dull - Woodstock Township  
Charles Schultz - Village of Onsted  
Frank Crosby - City of Tecumseh

Also Present: Commissioner Larry Gould, Commissioner Ralph Tillotson, and Bill Bacon

### I Approval of Minutes

Nancy Jenkins stated that the minutes of the April 13, 2000 meeting should reflect that Don Imber rather than Nancy Jenkins made the motion to appoint Rick Goldberg as secretary of the Citizens Advisory Committee.

Motion by Dull, supported by Dusseau to approve the minutes of the April 13, 2000 meeting as corrected. Motion carried.

### II Review letter received from Schenkel Shultz

The Committee reviewed correspondence received from architect Rick Stump regarding the proposed law enforcement center. Mr. Stump has received site descriptions and deeds from the Register of Deeds Office. He is still waiting to receive the results from the soil boring tests. County Surveyor, Glen Richard, has been contacted to conduct a topographical survey of the downtown properties. It is hoped that this information will be received by the end of May.

Mr. Stump's letter clarified the work currently being performed as part of the site investigation. The main purpose is determine whether or not the site north of the current jail is suitable for a jail facility with expansion capabilities. The pre-design work will take into account the size of the building with conceptual floor plans provided based on past jails designed by Schenkel Shultz.

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The Committee reviewed the itemized fee proposal for Schenkel Shultz based on 7% of the construction costs estimated at \$18 million. The following itemized cost schedule was reviewed:

Schematic Design (15% of the construction cost)	\$	189,000
Design Development (20% of the construction cost)	\$	252,000
Construction Documents (40% of the construction cost)	\$	504,000
Bidding (5% of the construction cost)	\$	63,000
Construction Administration (20% of the construction cost)	\$	<u>252,000</u>
<b>Total Fee</b>	<b>\$</b>	<b>1,260,000</b>

The Committee discussed the scope of work included in Schenkel Shultz's site investigation work. It was noted that the current fee for Schenkel Shultz is an amount up to and not to exceed \$25,000. The cost for the soil boring tests and surveying will be in addition to the architect's fee. Mr. Stump is anticipating completing his site investigation analysis in the third or fourth week of June.

### III Review status of law enforcement center proposal

The Committee discussed various aspects of the law enforcement center project. It was requested that color diagrams and renderings provided during the August 1998 ballot issue be copied for the Committee. The Committee also requested that display boards and other materials concerning the previous jail proposals be provided at the next Citizens Committee meeting.

There was discussion regarding the type and scope of information needed to prepare for a new ballot proposal. Discussions centered around the degree of specifics that would be needed in locating the facility on downtown County owned property.

Dee Stucker stated that it needs to be emphasized to the voters that the alternative to a voter approved and County supervised new law enforcement center would, more than likely, be a court ordered or mandated facility of undetermined costs.

Various visual aids that could be used in presentations to voters were discussed. These included display boards, video tapes and power point presentations. There was discussion regarding possible efforts at raising private funds for a millage campaign. Bill Bacon reported that there is approximately \$1,400 remaining in funds donated privately for the August 1998 ballot issue. These funds could be applied toward a new ballot

proposal campaign.

There was discussion regarding potential uses for the old jail should a new law enforcement facility be constructed. The Committee reviewed the status of the 911 dispatching center and various options to adequately house this operation.

### III Subcommittee reports

Chairperson Nancy Jenkins recommended that chairpersons be selected for each of the subcommittees. The Committee briefly reviewed the status of the work by the subcommittees. At the present time, most of the subcommittees are inactive, however, it is anticipated that the four subcommittees (design, finance, information delivery and election timing) will become more active when a firm proposal is ready for presentation to the voters.

There was discussion concerning the role of the finance committee. The main focus of the finance committee will be to raise sufficient funds from the private sector to campaign for a ballot issue in support of a new law enforcement center.

The Committee requested that the City of Adrian be contacted to invite City Engineer Keith Dersham to attend Citizens Advisory Committee meetings. There was brief discussion regarding potential access to Trestle Park from Maple Avenue as part of the proposal for a new law enforcement center in the downtown area.

### IV Other Business

Commissioner Tillotson suggested that the Committee conduct their next meeting at the Physical Resources Building on Springbrook Avenue. There is a newly constructed conference room available to conduct meetings. The committee determined that the next regularly scheduled meeting on **THURSDAY JUNE 8, 2000 at 7:00 P.M.** would be held at the **PHYSICAL RESOURCES BUILDING, 320 SPRINGBROOK AVENUE, ADRIAN, MI.**

### V Adjournment

Motion by Dull, supported by Stucker to adjourn the meeting at 9:05 P.M. Motion carried.

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**CITIZENS ADVISORY COMMITTEE  
on LAW ENFORCEMENT CENTER  
THURSDAY, JUNE 8, 2000 - 7:00 P.M.  
PHYSICAL RESOURCES BUILDING, 320 SPRINGBROOK AVE  
ADRIAN, MI**

Present: Nancy Jenkins, Dianne Davis, Gaylord Herriman, Dee Stucker, Ralph Fraley, Art Capper, Gregg Hardy, Frank Crosby, Susan Watt, Rick Goldberg, Doug Lake, Charles Shultz

Also Present: Commissioner Roy Gardner, Keith Dersham and Bill Bacon

### I Approval of Minutes

Motion by Hardy, supported by Crosby, to approve the minutes of the May 11, 2000 meeting. Motion carried.

### II Review Design subcommittee meeting of June 1, 2000

Art Capper reviewed the meeting that the Design subcommittee conducted on June 1, 2000. Rick Stump reviewed the numerous requirements that are mandated for construction of a law enforcement center. Various square footage requirements for living space and restrooms are set by code. The subcommittee also reviewed different possible designs of cell space in a jail.

The specifications for plumbing are fairly detailed in an attempt to avoid stoppage of drains causing backups. The consensus was to include the 911 center as part of a new law enforcement facility. The detention area of the facility would require reinforced specialty construction while the office, support and 911 areas could use standard construction.

Mr. Stump is scheduled to have his report and recommendation completed by the end of June.

### Subcommittee reports

a) Design - It was generally agreed that the design subcommittee and full Citizens Advisory Committee should continue its work on the evaluation and recommendation of a preferred site in the downtown area for a new law enforcement facility. A final decision on a recommended site would be determined by the Board of Commissioners. It was anticipated that sufficient information would be available at the July 13, 2000 meeting to

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allow for a recommendation to be prepared.

b) Finance - Frank Crosby explained that he had initially thought that the finance committee would be reviewing financial data in order to accurately prepare cost estimates and millage amounts for the law enforcement facility. Without direction from the Tecumseh City Council, he did not feel it was appropriate to serve on a committee that is charged with raising funds for an election campaign.

c) Information delivery - The Committee reviewed copies of the power point presentation prepared by Dave Maxwell. It was thought that this presentation could be used as a basis for updates on the proposed project as more information becomes available. Dianne Davis distributed photographs she has taken of the interior of the jail which may be able to be incorporated into the power point presentation.

d) Election timing - There was discussion regarding timing for the ballot issue to be presented to the voters. The deadline for Board of Commissioners approval to place an issue on the November ballot is the middle of September. Some committee members indicated that more time may be needed to prepare a recommendation for consideration by the voters.

e) Information delivery - Frank Crosby distributed copies of brochures prepared by the Lenawee Intermediate School District regarding the upcoming Vo Tech millage election. He also distributed a newspaper insert which was prepared for the City of Tecumseh Police Department expansion proposal presented to the voters in 1996. He explained that a mass mailing of informational material to voters would have the intent of presenting facts to the public as opposed to promotional advertising advocating a "Yes" vote.

**IV Other Business**

Keith Dersham, city engineer for the city of Adrian, explained that the water main is approximately 5 to 6 feet deep on Winter Street with the major storm sewer line slightly below that. He pointed out that the use of Winter Street is limited due to the location of utilities.

The next meeting of the Citizens Advisory Committee is scheduled for **JULY 13 2000**, at **7:00 P.M.** with the meeting location to be determined.

**V Adjournment**

Motion by Stucker, supported by Goldberg to adjourn the meeting at 8:25 P.M. Motion carried.  
WRB/jp

**MINUTES**

**CITIZENS ADVISORY COMMITTEE  
on LAW ENFORCEMENT CENTER  
THURSDAY, JULY 13, 2000 - 7:00 P.M.  
PHYSICAL RESOURCES BUILDING, 320 SPRINGBROOK AVE  
ADRIAN, MI**

Present: Nancy Jenkins, Dover Township  
Don Imber, Clinton Township  
Rick Goldberg, City of Adrian  
Dee Stucker, Palmyra Township  
Jerry Wilson, Rollin Township  
Dianne Davis, Village of Onsted  
Art Capper, Hudson Township  
John VanHavel, City of Morenci  
Doug Lake, Cambridge Township  
Charles Schultz, Village of Onsted  
Gaylord Herriman, Fairfield Township  
Susan Watt, City of Hudson  
Jim VanBuren, City of Tecumseh (alternate)  
Frank Crosby, City of Tecumseh

Commissioners Present: Commissioners Gould, Gardner, Hall, Eisenmann, Flippo, Tillotson, Fenby and Williams

Also Present: Keith Dersham, Sheriff Germond, David Frownfelder, Dennis Pelham  
Eileen Eisenmann, Erica Blake, Bill Green, Bill Saunders,  
Rick Stump and Bill Bacon

I Approval of Minutes

Motion by Stucker, supported by Wilson, to approve the minutes of the June 8, 2000 meeting.  
Motion carried.

II Sub-Committee Reports

a) Design - Art Capper explained that the Design subcommittee provided their report at the last Citizens Advisory Committee meeting.

b) Information Delivery - Dianne Davis reported that she had obtained the meeting times

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for Township boards and various other organizations from the Chamber of Commerce. Nancy Jenkins distributed information concerning various outlets that could be utilized to publicize the law enforcement center issue (copy attached). She also explained that it would cost approximately \$1,200 to insert a single sheet flier in the Access which would reach approximately 36,000 homes. A tabloid insert in the Telegram would cost approximately \$1,000 and would provide 18,000 copies. Don Imber stated that in addition to Township boards and civic organizations, school boards and PTA groups could also be contacted for possible informational presentations.

Copies of David Maxwell's "power point" presentation on the law enforcement center were distributed and reviewed. The updated presentation includes photographs of the current jail facility provided by Dianne Davis.

c) Election timing - Jerry Wilson stated that placing a millage proposal for the law enforcement center on the general election ballot would probably result in a better chance of achieving success than in a special election. Firm cost figures for the law enforcement center would need to be determined prior to placing the issue on the ballot. A copy of a memo received from Committee member David Maxwell concerning issues regarding publicity and information delivery was distributed and reviewed (copy attached).

d) Finance - There was no finance sub-committee report.

### III Review soil testing analysis

A copy of the soil testing analysis report conducted by TolTest was distributed and briefly reviewed.

### IV Presentation by Schenkel Shultz on site analysis for law enforcement center

Rick Stump from Schenkel Shultz explained that he would be presenting Scheme C for the proposed law enforcement center on the site immediately north of the current jail facility. Scheme A previously presented to the County located a new law enforcement center at the County Farm and Scheme B placed the facility on the Welch block immediately north of the Judicial Building.

Mr. Stump reviewed a series of display boards providing details on Scheme C. He stated that the facility would include the same number of beds as previously proposed, 326 beds. There would be an expansion area immediately north of the facility which would provide an additional 100-120 beds.

Mr. Stump stated that due to the soil characteristics of the site, an auger pile system would need to be used for the foundation. The use of this system adds approximately 50% to 70 % to the cost of the building foundation. The total amount of cost increase for the project due to soil conditions is approximately 5% to 10% higher than if a conventional foundation system was being used.

Mr. Stump reviewed cost figures for the proposed law enforcement facility using low (\$14,709,000) and high estimates (\$16,710,000). These are "hard" costs only and do not include related "soft" costs.

Mr. Stump reviewed the layouts of the floor plans for the law enforcement center. He explained that 326 is the maximum number of beds that are included in the proposed design. He also explained that it is proposed to locate the 911 dispatch center in the basement which would provide security and allow for a relatively sound proof area.

Mr. Stump reviewed the pros and cons of the building site immediately north of the jail. The advantages of the site include:

- \* Proximity to Judicial Building
- \* Existing utilities readily available
- \* Downtown location
- \* No transportation costs within County
- \* Secure, on-site parking for staff

The disadvantages of the the site are:

- \* No long term on-site parking solution
- \* Foundation costs are higher due to poor soils

There were questions regarding a comparison of Scheme C with the previous proposal, Scheme B located on the Welch block. Mr. Stump explained that both sites were viable and that there are pros and cons to both locations.

Keith Dersham inquired about an elevation plan for the site north of the jail. Mr. Stump stated that a topographical survey of the site had been performed, however an elevation drawing of the proposed law enforcement center has not been prepared as yet.

There was discussion regarding possible uses of the old jail building. Mr. Stump explained that, in the future, the jail building could be razed and possibly used for surface parking. Previous information regarding available parking areas for downtown County facilities was reviewed.

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Mr. Stump explained that environmental studies have been conducted on the Jail property in the past. The recent soil tests, conducted as part of the site analysis work, indicated that there was no visible contamination.

Motion by Crosby, supported by Lake to recommend that Scheme C be recommended to the Board of Commissioners as the site for a new law enforcement center with the inclusion of a footnote citing cost comparisons with Scheme B for construction and operations. Motion carried.

IV Next meeting

Chair Nancy Jenkins scheduled the next meeting of the Citizens Advisory Committee for **THURSDAY JULY 27, 2000 at 7:00 P.M. at the PHYSICAL RESOURCES BUILDING.**

IV Adjournment

Motion by Goldberg, supported by Stucker to adjourn the meeting at 9:45 P.M. Motion carried.

WRB/jp

## MINUTES

**CITIZENS ADVISORY COMMITTEE  
on LAW ENFORCEMENT CENTER  
THURSDAY, JULY 27, 2000 - 7:00 P.M.  
PHYSICAL RESOURCES BUILDING  
320 SPRINGBROOK AVENUE, ADRIAN**

Present: Nancy Jenkins, Dover Township  
Dee Stucker, Palmyra Township  
James Van Buren, City of Tecumseh  
John Van Havel, City of Morenci  
Jerry Wilson, Rollin Township  
Art Capper, Hudson Township  
Doug Lake, Cambridge Township  
Dianne Davis, Village of Onsted  
David Maxwell, Adrian Township  
Don Imber, Clinton Township  
Charles Schultz, Village of Onsted  
Gaylord Herriman, Fairfield Township  
Frank Crosby, City of Tecumseh

Commissioners Present: Roy Gardner, Hugh Flippo, Rob Hall, Larry Gould, Ralph Tillotson, and Dick Williams

Also Present: Mark Gasche, Sheriff Germond, Dennis Pelham and Bill Bacon

### I Approval of Minutes

Motion by Crosby, supported by Wilson to approve the minutes of the July 13, 2000 meeting.  
Motion carried.

### II Sub-committee reports

There were no sub-committee reports. Art Capper reported that he had spoken with architect Rick Stump about space allocated for work release in the proposed new law enforcement center. Approximately 80 beds are reserved for work release comprised of sixty beds for men and twenty for women.

III Discuss future planning for law enforcement center

Nancy Jenkins distributed a draft of a brochure with information concerning the proposed new law enforcement center. David Maxwell stated that providing information on the law enforcement center needs to be divided into two separate activities. Information concerning factual data could be financed and provided through the County. This would include information on the current conditions and space limitations of the present facility, as well as plans that have been presented for a new law enforcement center. The second activity would be the formation of a "Vote Yes" committee advocating support for millage financing construction and operation of a new facility. This advocacy group would need to obtain private financing for their activities.

Mr. Maxwell distributed a "talking points" informational sheet on the proposed law enforcement center. He explained that the informational campaign should stress major points regarding the need for a law enforcement facility. A power point presentation could be prepared for display at local government and community meetings.

Mr. Maxwell explained that the recent Vo Tech millage campaign included two mass mailings financed through the intermediate schools to households within the County. The mass mailings provided information but did not advocate a "yes vote" on the ballot issue. A privately funded "vote yes" group organized a campaign actively supporting the millage issue.

Commissioner Gould reviewed a series of public hearings he conducted at township board meetings during the previous jail ballot proposal in 1998. The hearings were advertised publicly and opponents of the ballot issue were offered equal time for rebuttal.

The Committee discussed various means of distributing information on the law enforcement center. These included printing and mailing two brochures, producing a video tape and placement of yard signs. Also mentioned were a speakers bureau, a telephone bank and conducting town meetings. Other items discussed included letters to the editor and providing information through a web page.

Motion by Capper, supported by Stucker to request that the County Commission allocate \$25,000 for printing and mailing of two brochures (\$17,000) and preparation of a video (\$8,000) as part of providing information to the public on the proposal to construct a new law enforcement center. Motion carried.

Motion by Maxwell, supported by Crosby to solicit private financing in the amount of \$25,000 to

**Minutes**

conduct a "Vote Yes" election campaign through a private advocacy group. Motion carried.

Doug Lake recommended that officers be appointed to the private advocacy group soliciting funds. Commissioner Gould recommended that the advocacy committee seek "in kind" contributions from local accountants to serve as fiscal agent for the organization.

Motion by Crosby, supported by Wilson to authorize Commissioner Gould and Sheriff Germond to contact potential "in kind" contributors to serve as fiscal agent for the advocacy committee. Motion carried.

Sheriff Germond stated that open houses for the public could be scheduled for the current jail facility. He explained that Sunday afternoons would be a better time for open houses than during evenings when visiting hours are held.

Dee Stucker, David Maxwell, Don Imber and Jim Van Buren volunteered to serve on the finance sub-committee of the Citizens Advisory Committee.

Following discussion, the Committee determined that the advocacy group would be identified as "Vote Yes for Law Enforcement Center."

Frank Crosby volunteered to contact the two political parties to possibly have information on the law enforcement center proposal at their booths during the County fair.

#### IV Review updated cost/millage estimates

Bill Bacon distributed updated cost/millage estimates for "Scheme C" for the law enforcement center. Also distributed were updated cost estimates for the "Welch block" location. He explained that operational costs are still under review and are based, to a large extent, on the number of additional staff needed for the new facility. The updated cost/millage estimates are on file.

There was considerable discussion regarding the timing of the collection of the special millage should voter approval be obtained. Following further discussion, it was determined that a cash flow analysis of the financing for the law enforcement center project needed to be prepared.

#### IV Adjournment

Motion by Wilson, supported by VanHavel to adjourn the meeting at 9:20 P.M. Motion carried.

## MINUTES

**CITIZENS ADVISORY COMMITTEE  
on LAW ENFORCEMENT CENTER  
THURSDAY, AUGUST 24, 2000 - 7:00 P.M.  
PHYSICAL RESOURCES BUILDING, 320 SPRINGBROOK AVE**

Present: Nancy Jenkins, Dover Township  
David Maxwell, Adrian Township  
Don Imber, Clinton Township  
Ted Dusseau, Madison Township  
Art Capper, Hudson Township  
Doug Lake, Cambridge Township  
Dee Stucker, Palmyra Township  
Rick Goldberg, City of Adrian  
Dianne Davis, Village of Onsted  
Jim Van Buren, City of Tecumseh (alternate)  
Gregg Hardy, Franklin Township  
Pat Hinde, Village of Blissfield  
Susan Watt, City of Hudson  
Gaylord Herriman, Fairfield Township

### Commissioners

Present: Commissioners Gould, Hall, Williams, and Gardner

Also Present: Bill Green and Bill Bacon

### I Approval of Minutes

Motion by Capper, supported by Maxwell to approve the minutes of the August 10, 2000 meeting. Motion carried.

### II Continue planning efforts for new law enforcement center

Nancy Jenkins reported that Don Imber, Dave Maxwell, and Rick Goldberg were scheduled for the "party line" radio program on WLEN on Saturday, August 26 from 9:00 to 10:00 A.M. She also explained that Keith Smith, Chairperson of the Lenawee Chapter of the Michigan Townships Association (MTA), had scheduled a presentation on the Law Enforcement Center for the next MTA meeting which is on Monday, September 18, 2000 at 7:30 P.M. at the Human Services Building. It was reported that the web site

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[www.newjail.com](http://www.newjail.com) was currently operational. Commissioner Hall stated that he would like to put an updated membership list on the web site when available which would include phone numbers and e-mail addresses.

Rick Goldberg stated that he would like to establish a link on the web site to Maricopa County, Arizona which includes an explanation of their "tent city" jail site. He reported that Maricopa County has several jail facilities in addition to "tent city" and is in the process of building two new jails.

Rick Goldberg distributed copies of a resolution concerning an information campaign for the law enforcement center.

Motion by Crosby, supported by Davis to adopt the following resolution:

**Having submitted a resolution in support of a new Law Enforcement Center, to be built within the city limits of Adrian, the Citizen's Advisory Committee has fulfilled its original mandate. As volunteer representatives of our respective communities, we are certainly free to disband at any time. However, 14 months of debate, research and evaluation has provided us with an insight that goes well beyond making a single recommendation. It has compelled us to take our information directly to the citizenry. The County Commissioners recent decision to not fund a public information campaign has not diminished our commitment to carry out this task. We hereby resolve to accept the moral obligation to present our findings of fact directly to our friends and neighbors, utilizing any grass roots method available. And be it further resolved to disband the Citizens Advisory Committee and reconvene as the "Vote Yes for Law Enforcement Center Committee".**

Motion carried.

Dianne Davis reported that jail tours have been scheduled for Saturday, September 30, 2000 for elected officials and Saturday, October 7<sup>th</sup>, Sunday October 8<sup>th</sup> and Sunday October 15<sup>th</sup> for the public. The tours are set to run from 2:00 P.M. to 4:30 P.M. She circulated a sign up sheet for volunteers to be present to answer questions during the tours of the jail.

Various measures were discussed to inform the public of the Law Enforcement Center ballot proposal. Ted Dusseau volunteered to speak with WLEN and WABJ to inquire about appearances on talk shows and free media spots. Bill Bacon reported that Commissioner Gould, Maintenance Superintendent Herriman and himself had been appointed by the County Commission to meet with City of Adrian officials to review

County plans for use of the downtown area.

Frank Crosby raised the possibility of contacting city planning commissions in the County for a presentation on the Law Enforcement Center. Commissioner Gould reviewed procedures that he followed in 1998 to advertise public hearings that were conducted following regularly scheduled township meetings. Pat Hinde volunteered to organize a speakers bureau for presentations at community and governmental meetings. The Committee discussed the feasibility of conducting town hall meetings during the month of October. Also discussed was seeking resolutions of support from Chambers of Commerce located in the County.

David Maxwell distributed copies of a draft letter from the Committee concerning requests for financial support. He reviewed a budget for the "Vote Yes" campaign of approximately \$13,000 which would cover advertising, mailing and yard signs. Also included would be a video, the web site and miscellaneous expenses. He recommended that supporters be recruited and that representatives from law enforcement agencies and the judiciary be invited to attend community meetings with members of the "Vote Yes" committee.

Motion by Goldberg, supported by Crosby to select Nancy Jenkins as Chair, Don Imber as Vice Chair and Rick Goldberg as secretary of the "Vote Yes for Law Enforcement Center" Committee. Motion carried.

Various procedures for contributing to political campaigns were discussed and reviewed. Frank Crosby distributed copies of correspondence received from the Secretary of State indicating that townships, cities and villages are permitted to adopt resolutions in support of various ballot issues. It was noted that the informational pamphlet on the law enforcement center was available at the fair through the Republican and Democratic party booths. Pat Hinde recommended that law enforcement agencies be contacted to gain their support for a new facility.

### III Next Meeting

The Committee determined that the "Vote Yes for Law Enforcement Center" committee would meet every other Thursday at 7:00 P.M. at a site to be determined. The next meeting is scheduled for **THURSDAY SEPTEMBER 7, 2000 at 7:00 P.M.** at a site to be determined.

### IV Adjournment

There being no further business, the meeting was adjourned at 9:00 P.M. Motion carried.

## MINUTES

**CITIZENS ADVISORY COMMITTEE  
on LAW ENFORCEMENT CENTER  
THURSDAY, AUGUST 10, 2000 - 7:00 P.M.  
PHYSICAL RESOURCES BUILDING, 320 SPRINGBROOK AVE  
ADRIAN, MI**

Present: Nancy Jenkins, Dover Township  
Doug Lake, Cambridge Township  
Ted Dusseau, Madison Township  
Rick Goldberg, City of Adrian  
Susan Watt, City of Hudson  
Jerry Wilson, Rollin Township  
Art Capper, Hudson Township  
Don Imber, Clinton Township  
Gregg Hardy, Franklin Township

Commissioners

Present: Commissioners Burt Fenby, Larry Gould, Rob Hall and Dick Williams

Also Present: Bill Green, Mark Gasche, David Frownfelder and Bill Bacon

### I Approval of Minutes

Motion by Wilson, supported by Capper to approve the minutes of the July 27, 2000 meeting. Motion carried.

### II Update on planning efforts for proposed new law enforcement center

Nancy Jenkins explained that she had been contacted by committee members Dianne Davis, Frank Crosby, and David Maxwell who indicated they were unable to attend tonight's meeting but are still interested in continuing to work on the law enforcement center project.

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There was discussion regarding the decision of the County to not approve \$25,000 in public funds towards the preparation and distribution of information on the law enforcement center proposal. Commissioners in attendance explained the difficulties encountered with determining the legalities of County funding and distribution of information for a ballot campaign.

Copies of a letter received from the County's bond counsel and the wording for the November ballot issue were distributed and reviewed. It was noted that the ballot issue would be for a combined 1.4 mills including construction, financing and additional operating costs for a new law enforcement center.

Copies of updated cost/millage estimates for the law enforcement center were distributed and reviewed. Gregg Hardy recommended that income generated from prisoners and the possible rental of beds to other counties be included in the projections. There was also discussion concerning average taxable values for residential property. The committee felt that with proposal A the average taxable value was less than \$50,000.

Ted Dusseau reported that the brochures prepared by the Citizens Committee would be available for distribution at the Republican booth at the County fair. The Committee reviewed the brochure and had some suggestions for changes in the wording.

Nancy Jenkins reported that she had obtained a list of clubs and organizations within Lenawee County and their meeting times. She also explained that she has a calendar with the dates and times for township, city and village meetings. She recommended that a master calendar be kept so that committee members could attend as many of these meetings as possible.

The Committee discussed issuing a press release on speakers that would be available to address the law enforcement center proposal. There was also discussion regarding scheduling visits to the current jail at the end of September and early in October.

The Committee discussed the possibility of obtaining photographs of new jails that could be used to contrast with the current facility.

The Committee identified information that would be useful in the campaign to encourage a yes vote on the law enforcement center proposal. This included statistics on early releases and the costs associated with lawsuits filed alleging unsafe conditions at the jail.

Commissioner Rob Hall volunteered to help set up a web site for the committee.

Motion by Goldberg, supported by Lake to initiate steps necessary to establish a web site address of [www.newjail.com](http://www.newjail.com). Motion carried.

The Committee discussed the importance of sending letters to the editors of local newspapers. Also discussed was utilization of free media spots on the radio.

Don Imber reviewed efforts to establish a finance committee and secure the services of a fiscal agent. He explained that he had obtained a copy of election regulations from County Clerk, Lou Ann Bluntschly, and is continuing to explore various options for financing.

Art Capper recommended that the "power point" presentation prepared by David Maxwell be updated with new information and printed out for committee members to distribute at various meetings.

Commissioner Gould explained that he was willing to schedule meetings reviewing the law enforcement center proposal at townships that are within his commission district.

The committee also brought up the possibility of contacting parent teacher organizations at school districts in the county.

### III Next Meeting

The Committee scheduled the next meeting of the Citizens Advisory Committee for **THURSDAY, AUGUST 24, 2000 AT 7:00 PM IN THE PHYSICAL RESOURCES BUILDING.**

### IV Adjournment

Motion by Goldberg, supported by Lake to adjourn the meeting at 9:05 PM.  
Motion carried.