



**Kewaunee County**  
**JAIL NEEDS ASSESSMENT STUDY COMMITTEE**  
**MINUTES**

September 19, 2019 5:00 p.m.  
County Administration Building, 810 Lincoln Street, Kewaunee, WI 54216  
Human Services Training Room

**Call to Order:** Chair Weidner called the meeting to order at 5:00 p.m.

**Roll Call:** Members Present – Robert Weidner, Gary Paape, Doug Doell, John Mastalir, Tom Romdenne, Tom Cretney, Scott Feldt, Matt Joski, David Cornelius, Chris Van Erem, Jason Veaser, Nancy Thelen, Jeff Wisnicky, John Cain, Doak Baker, Jeff Dorner, Anne Kulhanek.

**Approval of September 19, 2019 Agenda:** Romdenne moved and Joski seconded to approve the agenda. Motion carried.

**Approval of July 8, 2019 Minutes:** Wisnicky moved and Paape seconded to approve the July 8, 2019 minutes. Motion carried.

**Review of Scope of Phase 2 Study:** Cain reviewed the scope of work for Phase 2 and the specific items that will be a part of this phase. Cain reviewed the jail alternatives recommended by the Study Group. They are listed as: 1. Abandon the jail and transfer all inmates to other facilities; 2. Construct a new jail on the current site and remodel the current jail as jail support space; 3. Construct a new Law Enforcement Center (jail and Sheriff's offices) on the current site; 4. Construct a new jail only at a new site; and 5. Construct a new Law Enforcement Center at a new site.

Cain reviewed the agenda from the work meeting that was held earlier in the day with county staff.

Discussion took place regarding the estimated timeline for completion of Phase 2. Weidner indicated that it is contingent on how quickly options are accepted or rejected. Joski asked about what the next decision points were for the study group. Cain replied that it is more a matter of guidance than specific decisions. Cain indicated that he believes the space planning portion can be accomplished within 60 days if there are no obstacles. Cain recommended that tours of other jails take place within the next 60 days. A question was asked whether space planning differs depending on the site. Cain responded that space planning process is essentially the same regardless of the site. After the space planning has taken place, it will be applied to the various sites to estimate costs. Concerns were expressed as to the space planning decisions and their effect on design and cost. Concerns were also raised whether the Courthouse site is truly a viable option. The group will review the space planning recommendations and provided an explanation as to why certain decisions/recommendations were made.

A request was made that a document be created that outlines and explains the various sections of a jail and their purpose and function. This document will assist the members in understanding why specific spaces and square footages are needed and what function they serve.



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**Discussion of Potential Phase 2 Topics:** Joski commented that he has heard from the public that they are appreciative of the deliberate method being followed with the process. A comment was made that if a new site is chosen, the public will need a clear justification as to the recommendation. It was added this is true the entire project. It was stressed that the public will need to be educated and understand what is needed now and what will be needed in the future as to space and the ability to adapt and repurpose space if needed.

General discussion took place as to dates to tour other county jails. The dates of October 8, 16 and 29 were suggested. Joski indicated the tours will have to be scheduled on days that accommodate those particular facilities. He will contact those counties and schedule dates for visits.

**Other Discussion Items:** None.

**Next Meeting:** Next meeting will be November 20 at 5:00 p.m.

**Adjournment:** Paape moved and Doell seconded to adjourn. Motion carried. Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Scott Feldt, Recording Secretary