

MINUTES
(Unofficial until approved)
Court Facilities Improvement Advisory Committee
Supreme Court Front Conference Room, Bismarck
January 27, 2016

Members Present: Sally Holewa, State Court Administrator and Committee Chair; Reinhard Hauck, Dunn County Commissioner, representing counties with populations under 7,500; Nathan Berseth, Richland County Commissioner, representing counties with populations of 7,500 or more; Ron Carlisle, State Senator; and Charles DeMakis, State Bar Association representative.

Members Absent: None

Others Present: Presiding District Judge Gary Lee, North Central Judicial District; Ward County Commissioner Alan Walter; Eric Hoffer, JLG Architects; Matt Doerge, Adolfson Peterson Construction; Presiding District Judge David Nelson, Northwest Judicial District; Mountrail County State's Attorney Wade Enget, Mountrail County Clerk of District Court Traci Hysjulien, and Scott Johnson, Assistant State Court Administrator

Chair Holewa called the meeting to order at 10:00 a.m. for purposes of reviewing the **twelfth round** of requests for court facilities improvement and maintenance grants.

Preliminary Matters

Chair Holewa welcomed new members to the Advisory Committee: Nathan Berseth, Richland County Commissioner, and Reinhardt Hauck, Dunn County Commissioner. She then reviewed the general process by which grant applications are reviewed. She stressed that there were significantly more grant funds requested (\$2,953,121.57) in the applications than there is available in the fund (\$601,039.51), which will require close review of the various projects.

The Advisory Committee then turned to presentations in support of applications submitted by Ward County, Williams County, and Mountrail County.

County Presentations

Ward County Applications. Chair Holewa welcomed comments regarding three facility improvement grant requests submitted by Ward County.

Judge Gary Lee outlined the general elements of each grant request. He said Ward County is in the process of constructing a new county office building with many county offices to be relocated to the new building. He said the relocation will result in more available space in the current

courthouse, some of which is the focus of the three applications. He stressed that the Priority One project is renovation of the Ex-Servicemen's Room to create an additional jury-capable courtroom. He said the room is currently often used to handle juror overflow and for court trials when other courtrooms have been in use. He reviewed jury trial data indicating a noticeable increase in jury trial activity in Ward County.

Sen. Carlisle noted that the Priority One project grant request is \$565,846.95, which is nearly the entirety of the amount available for grants. He asked what an estimated amount might be to at least begin the project and provide some additional, useable space.

Judge Lee responded that, at a minimum, it would be helpful to be able to at least "shell out" the room so that it would be adequate to use as a hearing room. Eric Hoffer, JLG Architects, estimated that roughly half of the amount requested might enable a basic shelling out of the room. There was general agreement that such an approach would contemplate a functioning judge's bench, court reporter/recorder station, clerk of court station, witness box, a 14-member jury box, and related interior finishings.

Judge Lee then briefly described the components of the Priority Two and Priority Three projects.

Williams County Application. Chair Holewa next welcomed Presiding Judge David Nelson, Northwest Judicial District, for comments regarding the application submitted by Williams County.

Presiding Judge David Nelson, Northwest Judicial District, summarized his explanation of the project as set out in his letter of support accompanying the County's application, which requests funds for the purchase and installation of a polycom system for the new courtroom and a panic alarm and intercom system for new court offices. He said there has been an effort to use older technology equipment but the equipment has largely ceased to function properly. He said there are two hearing rooms that are completed except for technology-related equipment. He stressed that the audio- and security-related components of the project are the highest priorities.

Mountrail County Application. The Advisory Committee next received comments regarding the Mountrail County application, which requests grant funds for a variety of courtroom improvements.

Mountrail County State's Attorney Wade Enget explained the general features of the project, which is directed at enhanced security and providing an additional courtroom to handle an increase in the number of jury trials. He said there is a particular problem if more than one jury trial is being held since existing space cannot effectively handle a second trial at the same time. He said the project contemplates maintaining the current courtroom, adding a new courtroom, and providing a more secure facility. He said the county has borrowed about \$27 million to complete the entire project.

In response to a question from Commissioner Berseth, Mr. Enget said installation of the ITV system is the highest priority item in the grant request.

In response to a question from Sally Holewa, Mr. Enget said the county intends to proceed with the entire project, which is estimated to be completed by December 2016. He said the county cannot delay the project and, as a result, a grant application during the Committee's 2017 round would be too late.

With respect to the general project represented in the application, Scott Johnson said the county should be congratulated for the significant work in planning the project to increase functionality and security at the same time.

Chair Holewa thanked those attending the meeting to provide information in further explanation of the counties' respective applications.

Application Review

The Advisory Committee then turned to a review of 12th Round grant applications. Committee members discussed how best to review the applications in light of the substantial amount of grant requests compared to available funds.

Staff said the governing statute requires that 25% of grant funds be available for counties with populations less than 7,500. The total of small county applications is \$180,440.34. The minimum available is \$150,259.88. He noted that the Advisory Committee is not required to award 25% of the available funds since some parts of projects submitted by small counties may not satisfy grant criteria.

Commissioner Berseth suggested a preliminary, informal review of small county applications to identify any project elements that may be inconsistent with grant criteria or that may be considered unnecessary in light of the limited funds available. Committee members agreed.

It was noted that flags, poles, and stands included in the Burke County application may be unnecessary in light of limited funds. Staff noted the courthouse roof repair component of the Hettinger County application. He said the Advisory Committee has not previously awarded grant funds for general roof repair as roof maintenance is considered part of the county's general statutory responsibility for the courthouse, and general roof repair does not have the direct relationship to court services set out the Committee's Rules of Operation and Procedure. Staff drew attention to the Logan County application, which includes leasing of security cameras inside and outside the courthouse and painting of the courthouse jail. He said the Advisory Committee has not awarded funds for ongoing lease arrangements and has not awarded funds for maintenance of other county offices in a courthouse. With respect to the Nelson County application, staff said the project appears to include camera security for the general courthouse exterior, for which grant funds have not been awarded. Staff drew attention to the Pembina County application, which includes an ADA

component for which grant funds will not be awarded as indicated in the Committee's application form. With respect to the Ransom County application, staff noted that the request includes an amount for mileage, an item for which grant funds have not been awarded.

County Applications - Populations of Less than 7,500

Committee members then considered each application in turn for a grant award determination.

Benson County

Project: Air conditioning units for courtroom and clerk's office; related electrical upgrades. Grant request: \$6,855.00.

It was moved by Commissioner Berseth, seconded by Sen. Carlisle, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$6,855.00.

Burke County

Project: Improvements for courtroom and judge's chambers (patching and repair of wall surfaces), court hallway and jury room improvements (wall and ceiling repairs); magnetic lock/key card entry doors for courtroom and judge's chamber and rear exit door); flags and flag poles. Grant request: \$9,685.39.

There was agreement to not award funds for the flags and flag poles in light of limited available grant funds.

It was moved by Commissioner Berseth, seconded by Commissioner Hauck, and carried unanimously that the project, as modified, is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$9,486.39.

Cavalier County

Project: Remodel bench area; replace witness chair; replace Courtroom entrance doors; replace carpeting in judge's chambers, juvenile office, visiting judge chambers, and law library; paint judge's chambers and juvenile office. Grant request: \$32,510.57.

It was moved by Charles DeMakis, seconded by Commissioner Berseth, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected

facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$32,510.57.

Dickey County

Project: Desk modifications for clerk's office; safety glass for jury room doors, courtroom doors, and judge's chamber door; ceiling and hallway repairs (chamber hallway and juror entrance to courtroom). Grant request: \$15,608.25

It was moved by Commissioner Berseth, seconded by Charles DeMakis, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$15,608.25.

Divide County

Project: Repainting courtroom walls and ceiling beams. Grant request: \$7,031.10.

It was moved by Commissioner Hauck, seconded by Commissioner Berseth, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$7,031.10.

Dunn County

Project: Expanded workstation and workspace for clerk of court office. Grant request: \$3,371.25.

It was moved by Charles DeMakis, seconded by Sen. Carlisle, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$3,371.25.

Eddy County

Project: Air conditioning units (clerk's office, judge's chambers, judge's secretary, and courtroom); cushions for juror chairs; witness chair. Grant request: \$10,887.75

Staff noted that the grant request amount is modified to correct a rounding error on the application.

It was moved by Commissioner Berseth, seconded by Charles DeMakis, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary

improvement to the facility; and the amount of the award is \$10,887.75.

Emmons County

Project: Security cameras (outside judge's chambers and facing courtroom entrance); replace panic buttons (clerk of court office, courtroom, judge's chambers). Grant request: \$4,416.00.

It was moved by Commissioner Hauck, seconded by Commissioner Berseth, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$4,416.00.

Hettinger County

Project: Replace roof over courtroom; replace computer and monitor in clerk of court office. Grant request: \$26,007.00.

Committee members agreed that funds should not be awarded for replacement of the roof for reasons stated earlier. Staff said the modified project would result in a grant request of \$1,047.00 for purchase of the computer and monitor.

It was moved by Sen. Carlisle, seconded by Commissioner Hauck, and carried unanimously that the project be modified to remove replacement of the roof and that the project, as modified, is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$1,047.00.

Kidder County

Project: Air conditioning for the courtroom and related electrical work. Grant request: \$5,405.49.

It was moved by Commissioner Hauck, seconded by Charles DeMakis, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$5,405.49.

Logan County

Project: Carpet for clerk's vault; replace lighting for law library; motion light above Courthouse south entry door; metal detector; lease security cameras for inside and outside courthouse; painting of courthouse jail. Grant request: \$15,181.24.

Committee members agreed that for reasons stated earlier funds should not be awarded for leasing security cameras or painting the courthouse jail.

Staff said the modification would result in a revised grant cost of \$6,180.33 and resulting grant amount of \$4,635.25

It was moved by Commissioner Berseth, seconded by Sen. Carlisle, and carried unanimously that the project be modified to remove costs of leasing security cameras and painting the courthouse jail, and that the project, as modified, is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$4,635.25.

McHenry County

Project: Wall-mounted cooling units for judge's chambers, clerk of court office, and jury room; related electrical work. Grant request: \$9,056.25.

It was moved by Charles DeMakis, seconded by Commissioner Berseth, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$9,056.25.

McIntosh County I

Project: Keyless auto-lock for judge's chamber. Grant request: \$91.94.

It was moved by Sen. Carlisle, seconded by Commissioner Hauck, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$91.94.

McIntosh County II

Project: Table for sheriff's location outside courtroom; extra juror chairs; keyless auto-lock for clerk of court office; panic button for clerk desk. Grant request: \$628.36.

It was moved by Commissioner Berseth, seconded by Sen. Carlisle, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$628.36.

Nelson County

Project: Camera security for main and side (courthouse?) doors and entrance to courtroom; locks for courthouse side door; audio buzz-in system for side door entrance; labor and electrical work. Grant request: \$9,515.91.

Staff noted previous mention of the apparent location of the security cameras for purposes of exterior courthouse surveillance. Committee members agreed costs of the security cameras and related labor should not be considered as lacking direct relation to court space and court services.

Staff said the modification would result in a revised project cost of \$8,679.90, with as related possible grant of \$6,509.91.

It was moved by Commissioner Hauck, seconded by Charles DeMakis, and carried unanimously that the project be modified to remove costs of cameras and related labor, and that the project, as modified, is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$6,509.91.

Oliver County

Project: Cushions for courtroom bench; bench for hallway outside courtroom. Grant request: \$1,693.50.

It was moved by Commissioner Berseth, seconded by Sen. Carlisle, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$1,693.50.

Pembina County

Project: Remodel and expansion of restroom adjacent to jury room. Grant request: \$17,272.50.

Staff noted the previously mentioned ADA component in the project - for which grant funds are not awarded. He said costs related to the ADA component are not identified in the cost estimates.

Charles Demakis wondered whether the restroom is used exclusively for jurors or whether there is also general public access when a jury trial is not held. The latter, he said, would render the restroom more of a general courthouse feature rather than one related directly to court operations.

In light of the ADA component, for which grant funds are not awarded, and the uncertainty about use of the restroom, there was general agreement to limit the grant award to 50% of the amount requested.

It was moved by Charles DeMakis, seconded by Commissioner Berseth, and carried unanimously that the project, without the ADA component, is dedicated to facilities improvement/maintenance; the affected facilities are generally used for court-related services; the project is a necessary improvement to the facility; and, for reasons described, the amount of the award is \$8,612.50.

Ransom County

Project: Servicing clerk vault door; ceiling repair (outside courtroom); ladder for file room; desk mats (clerk's office); 8 door peep-hole viewers for court space-related doors. Grant request: \$945.95.

Staff noted the previously mentioned mileage cost included in the project costs. Grant funds have not been awarded for similar costs. He said if mileage costs were deducted, the revised project cost would be \$1,073.76, with a related possible grant amount of \$805.32.

It was moved by Sen. Carlisle, seconded by Commissioner Hauck, and carried unanimously that the project, modified to deduct mileage costs, is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$805.32.

Sargent County

Project: Refrigerator for juror room, computer and scanner for clerk of court. Grant request: \$1,638.39.

It was moved by Commissioner Berseth, seconded by Charles DeMakis, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$1,638.39.

Steele County

Project: Counsel tables; desks in courtroom for clerk and deputy clerk; printer for courtroom; desk for room attached to courtroom; related delivery and assembly costs. Grant request: \$2,638.50.

It was moved by Sen. Carlisle, seconded by Commissioner Hauck, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$2,638.50.

Staff said the total grant awards for counties with populations less than 7,500 would be

\$132,928.72. That, he said, would leave \$468,110.79 available for grants to counties with populations of 7,500 or more.

County Applications - Population of 7,500 or more

Commissioner Berseth noted the substantial amount of grants requested by large counties (\$2,772,681.23) and the limited amount available for grants (\$468,110.79). He said it may simply be unrealistic to consider all three applications submitted by Ward County, particularly when there is one application that is the top priority. Following discussion, there was general agreement to consider an informal target award of \$100,000 for the Priority One application, with a final determination dependent on other grant awards. There was also general agreement to consider an informal target award of \$18,660.75 for Mountrail County, which would represent 75% of the estimated cost of the ITV system.

Committee members asked that staff maintain a running total of grant awards in the event it became necessary to modify a particular award in light of available funds.

Committee members then considered each application in turn for a grant award determination.

Barnes County I

Project: Replacement of skylights in Courthouse rotunda - provides lighting for most of 3rd floor (clerk of court, state's attorney, juvenile court, district court). Grant request: \$298,938.75

Staff said the grant request includes \$49,146 for overhead and profit, items for which grant funds have not been awarded. Additionally, he noted previous determination not to award grant funds for roof replacement in Hettinger County.

It was moved by Charles DeMakis, seconded by Commissioner Berseth, and carried unanimously that grant funds not be awarded for the project.

Barnes County II

Project: Clerk of court office improvements (placing door with lock at end of clerk counter, office door replaced); repair of Courthouse rotunda ceiling (plaster, repainting). Grant request: \$22,537.50.

Committee members agreed that funds for repair of the courthouse rotunda ceiling should not be considered as the repair, similar to roof and skylight replacement, is more related to the county's general statutory obligation to maintain a courthouse. Staff said the modification would result in an adjusted project cost of \$27,000, and an adjusted possible grant amount of \$20,475.00.

It was moved by Commissioner Berseth, seconded by Sen. Carlisle, and carried unanimously that the project be modified to reflect the noted deduction, and that the project, as modified, is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$20,475.00.

Burleigh County

Project: Lighting improvements, ceiling re-finish, carpet replacement, wood blinds, wallpaper replacement and painting (various Courtrooms - 301, 302, 303). Grant request: \$58,522.50.

Committee members generally agreed that the project qualified for grant funds, but the limited funds available constrained awarding the full amount requested. There was agreement that an award of 1/3 of the amount requested should be considered.

It was moved by Sen. Carlisle, seconded by Commissioner Berseth, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; but due to limited available funds, the amount of the award is \$19,312.43.

Committee members agreed the county should be requested to confirm acceptance of the award since it is noticeably less than the amount requested.

Morton County

Project: General remodel of courtroom; remodel front entrance to courthouse to accommodate security equipment; upgrade security camera system. Grant request: \$972,350.25.

Staff noted that the grant request includes various fees (subcontracts, general conditions, contractor fees) that have not been included in previous grant awards.

Committee members observed that there is generally insufficient supporting documentation for the substantial amount of the grant requested.

It was moved by Commissioner Berseth, seconded by Commissioner Hauck, and carried unanimously that, in light of limited available funds and insufficient documentation supporting the grant request, grant funds not be awarded.

Richland County

Project: Chairs, tables, window blinds, and an additional security camera. Grant request: \$3,530.25

It was moved by Charles DeMakis, seconded by Sen. Carlisle, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$3,530.25.

Stark County I

Project: Window shades, door locks, table, jury chairs, HD television and stand – for new basement courtroom area. Grant request: \$17,129.78.

It was moved by Commissioner Berseth, seconded by Charles DeMakis, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$17,129.78.

Stark County II

Project: Employee key fobs for courthouse access. Grant request: \$452.25.

It was moved by Commissioner Berseth, seconded by Charles DeMakis, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$452.25.

Stark County III

Project: Addition of two doors for offices of new judge and court recorder. Grant request: \$2,872.50.

It was moved by Commissioner Berseth, seconded by Charles DeMakis, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$2,872.50.

Stark County IV

Project: Locks for entrances of office for new judge and court recorder. Grant request: \$495.00.

It was moved by Commissioner Berseth, seconded by Charles DeMakis, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$495.00.

Stutsman I

Project: Bulletproof fiberglass panels in Courtrooms 1 and 2 - protection for deputy clerk of court. Grant request: \$1,005.00.

It was moved by Sen. Carlisle, seconded by Commissioner Hauck, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$1,005.00.

Stutsman II

Project: Install two cameras in corridor through which inmates are brought into court. Includes monitoring equipment and video/audio capture board. Grant request: \$8,116.50.

It was moved by Commissioner Berseth, seconded by Commissioner Hauck, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$8,116.50.

Stutsman III

Project: Installation of customer service counter and cabinet outside clerk of court front desk. Grant request: \$990.75.

It was moved by Charles DeMakis, seconded by Commissioner Berseth, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$990.75.

Stutsman IV

Project: Replace carpet on stairs leading to 2nd floor district court offices. Grant request: \$2,854.09.

It was moved by Sen. Carlisle, seconded by Commissioner Hauck, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$2,854.09.

Walsh County

Project: Lighting improvements (above defendant and prosecutor tables, above and around

judge's bench). Grant request: \$3,918.75.

It was moved by Sen. Carlisle, seconded by Charles DeMakis, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$3,918.75.

Williams County

Project: Purchase and installation of polycom system for new courtroom; purchase and installation of panic alarm and intercom system for new district court offices. Grant request: \$33,566.83

It was moved by Commissioner Berseth, seconded by Sen. Carlisle, and carried unanimously that the project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$33,566.83.

Morton County - Cont'd

Scott Johnson suggested that the Advisory Committee consider a partial award to Morton County at least for the remodeling project related to the secured entrance.

Staff noted that the cost associated with the particular project is \$125,692. A possible grant amount would be \$94,269.

It was moved by Sen. Carlisle, seconded by Charles DeMakis, and carried unanimously that the Committee reconsider its action by which it declined to award grant funds to the County.

Mr. Johnson said the project illustrates the County's interest in and support for enhancing court security. A partial grant, he said, would recognize that support.

Following discussion, **it was moved by Commissioner Berseth, seconded by Commissioner Hauck, and carried unanimously that the project related to remodeling the front entrance to accommodate security equipment is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and the amount of the award is \$94,269.00.**

It was moved by Commissioner Berseth, seconded by Commissioner Hauck, and carried unanimously that the Committee Chair notify the County that it must respond within 45 days of award notification whether the award is accepted, and if the award is declined the

award amount must be divided equally and each part awarded to Mountrail County and Ward County respectively.

Committee members then returned to further consideration of grant applications submitted by Mountrail County and Ward County in light of previous grant awards.

It was moved by Commissioner Berseth, seconded by Commissioner Hauck, and carried unanimously that, in light of the limited grant funds available to the Committee, the Priority Two and Priority Three applications submitted by Ward County not be considered.

Mountrail County

Project: Courtroom improvements (furniture, equipment; ITV network); tables and seating for conference rooms; desk, table, workstation and seating for judge's chamber/suite; table and seating for jury room. Grant request: \$134,871.58

Ward County I

Project: Priority One Project: Renovation of Ex-Servicemen's Room into a jury capable courtroom. Grant request: \$565,846.95.

Committee members noted the informal target awards previously identified for Mountrail County (\$18,660.75) and Ward County I (\$100,000).

Staff said the total of grant awards considered, including the informal target awards, leaves \$140,461.91 available for grants.

Committee members agreed the amount remaining should be divided equally between Mountrail County and Ward County.

It was moved by Sen. Carlisle, seconded by Commissioner Hauck, and carried unanimously that the Ward County Priority One project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and that a grant is awarded in the amount of \$170,230.96 to assist in "shelling out" the Ex-Servicemen's Room to provide a functioning judge's bench, court reporter/recorder station, clerk of court station, witness box, a 14-member jury box, and related interior finishings.

It was moved by Charles DeMakis, seconded by Sen. Carlisle, and carried unanimously that the Mountrail County project is dedicated to facilities improvement/maintenance; the affected facilities are used for chambers, courts, or court-related services; the project is a necessary improvement to the facility; and that a grant is awarded in the amount of \$88,891.71 to assist in completing the project described in the County's grant application.

Chair Holewa said the 13th Round of grant applications would likely be held in the fall of the year, with applications considered in January 2017.

There being no further business, the meeting was adjourned at 12:55 p.m.