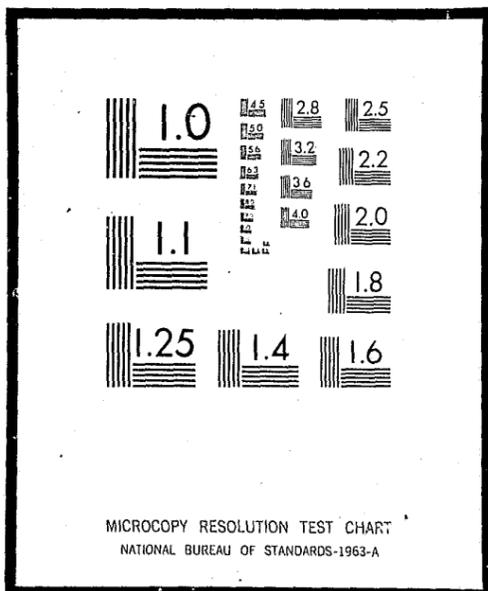


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Hanna (WV) -

A REPORT ON CRIMINAL JUSTICE FACILITIES

FOR

THE TOWN OF HANNA

February 26, 1975

by

Gary M. Bowker  
Program Consultant  
Corrections/Juvenile Delinquency

Governor's Planning Committee  
on  
Criminal Administration

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APPENDIX

PART I.  
PURPOSE AND SCOPE OF REPORT

PART I.  
PURPOSE AND SCOPE OF REPORT

The Town of Hanna (estimated 1975 population 1,100), through its elected officials, has long considered effective law enforcement an important function of its local affairs. Local government officials have made continuing efforts to upgrade present law enforcement capabilities.

The Town has been able to provide the citizens of Hanna with a full-time police officer and is attempting to add one additional officer. Town officials are currently exploring methods of constructing a city building which would include police, court and detention components since there are currently no such facilities in Hanna.

This report attempts to provide some analysis and indication of basic facility needs for law enforcement purposes in the Town of Hanna. The report is somewhat limited due to data restraints. However, the recommendations in this report are recommendations which could be utilized for any small unit of local government that requires basic minimum criminal justice facilities. Therefore, the lack of data in this report does not necessarily act as a restraint.

The purpose of the report is to provide some pertinent factors that should be considered by the Town of Hanna officials in planning for their criminal justice facility.

PART II.  
RECOMMENDATIONS

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RECOMMENDATIONS

The following recommendations include suggested space requirements and estimated costs for each facility component - - police, courts and corrections.

Recommendations are made to satisfy current facility needs of Hanna. Should town officials anticipate accelerated population growth in the near future, measures should be taken during actual construction to allow for facility expansion. The recommendation section is followed by a general description of each facility component.

Police Office

It is recommended that 180 square feet be allocated for the police office at an estimated cost of \$50 per square foot, or a total cost of \$9,000.

Total estimated police office cost                      \$9,000

Courtroom

It is recommended that 352 square feet be allocated for the courtroom, and 108 square feet be allocated for the jury room/ judge's office at an estimated cost of \$50 per square foot which

equals approximately \$23,000.

<u>Total estimated courtroom cost</u>	<u>\$23,000</u>
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Jail

It is recommended that a two-cell jail facility be constructed. This would comprise approximately 120 square feet at an estimated cost of \$60 per square foot. Construction costs are estimated at \$7,200 with an additional \$2,500 necessary for furnishings, i.e., toilet, basin, fountain.

Estimated construction	\$7,200
Estimated equipment	2,500
<u>Total estimated jail costs</u>	<u>\$9,700</u>

Total Criminal Justice Facility Costs

Total estimated jail costs	\$ 9,700
Total estimated police costs	9,000
Total estimated courtroom costs	23,000
<u>Total criminal justice facility costs</u>	<u>\$41,700</u>

Note: The above estimates are non-professional. However, square foot cost estimates were secured from an architect. Various factors, such as inflation, the total size of the project and the timing of bid letting, will all serve to alter construction costs. Additionally, the space estimates are based on useful square footage and do not include hallways, entrances and mechanical space.

PART III.

DESCRIPTION OF FACILITY NEEDS  
AND  
SUGGESTED GUIDELINES

PART III.  
DESCRIPTION OF FACILITY NEEDS  
AND  
SUGGESTED GUIDELINES

A. Police Department Office

Law enforcement for the Town of Hanna normally consists of a chief of police. There are no other officers employed for police services, but town officials are currently attempting to secure the services of one additional officer. Hanna is also served by a resident deputy sheriff from the Carbon County Sheriff's Office.

The police department offices of the Town of Hanna should be adequate enough to provide space for interviewing or interrogating prisoners. The room should be large enough to provide adequate space to furnish the room with one desk, three chairs, one file cabinet, one bookshelf and a communications console.

An ample storage area or closet capable of being secured should be provided for securing evidence or police weapons and equipment.

Costs: It is recommended that the proposed police office be at least 12 feet by 15 feet to satisfy the above space requirements. Therefore, the estimated cost would be 180 square

feet at \$50 per square foot, or approximately \$9,000. An additional amount would be required for proper furnishings.

B. Courtroom

Courtrooms for small municipalities such as Hanna should be designed with maximum utility in mind. Courtrooms should be capable of handling present needs as well as future needs resulting from probable growth.

The courtroom itself should be designed so it can be utilized for a variety of functions, such as council and civic group meetings, while at the same time maintaining the dignity of a courtroom.

The courtroom should be structured with two recent developments in mind. First, the Wyoming Supreme Court has recently ruled that a defendant has a right to a jury trial in municipal court proceedings when a jail sentence is to be imposed upon conviction. Secondly, when a jail sentence is to be imposed upon conviction, every defendant who is unable to obtain counsel shall be entitled to have counsel assigned to represent him at every stage of the proceedings from his initial appearance before the judge through appeal, unless he normally and intelligently waives such appointment. Argersinger v Hamlin, 92 S.Ct. 2006.

Therefore, the courtroom should be constructed and furnished so that a jury of six may be easily seated and there should be two tables for opposing counsel. It should also be kept in mind that there should be an adjacent room in which the jury may retire to deliberate.

It is suggested that the proposed courtroom be at least 22 feet by 16 feet and that it be furnished with three tables which can be combined to form a conference table for meetings or which can be separated to form a judge's bench and two counsel tables.

It is also suggested that at least fourteen chairs be available for use in the courtroom. These will be as follows:

1. One for the judge.
2. One for the witness.
3. Two for defense counsel and defendant.
4. One for the prosecuting attorney.
5. Six for a possible jury.
6. Several others for witnesses and spectators.

The courtroom should have on display the United States flag and the Wyoming state flag. As a minimum, a copy of the city ordinances, the Wyoming State Statutes and the Rules of Criminal Procedures for Justice of the Peace Courts and Municipal Courts should be available. The material used to cover the floors, walls of the room are immaterial as long as they reflect the dignity of the court.

Costs: It is recommended that an area 16 feet by 22 feet be utilized for courtroom purposes. An additional area nine feet by twelve feet should be utilized for a jury room and/or judge's office. Therefore, the estimated cost would be 460 square feet at \$50 per square foot, or approximately \$23,000. An additional amount would be required for furnishings.

#### C. Jail Facility

The planning, design and construction of a jail or detention facility for the Town of Hanna presents certain problems which will require considerable discussion prior to the actual determination of what size and type facility is needed or desired. Therefore, an attempt will be made to discuss these pertinent factors which include (1) need, (2) purpose and role, (3) administration, (4) design and (5) cost.

1. Need for a jail facility - The Town of Hanna is currently without any type of jail or detention facility whatsoever. The town's law enforcement needs are served by a resident Carbon County Deputy Sheriff and by a single town policeman. The only present method available for the detention of an unruly law violator is by transporting the individual to the Carbon County Jail in Rawlins which is 40 miles southwest of Hanna. The transporta-

tion of offenders thus necessitates a roundtrip of nearly 80 miles which results in the absence of the law enforcement officer for nearly a two-hour period, and no law enforcement services are then available. Additionally, if the offense is such that it requires an appearance in the local municipal court, another two-hour period is required to return the prisoner for the court appearance.

Perhaps of greater concern is the danger involved for the law enforcement officer in transporting an uncooperative and unruly offender without any assistance. These two factors - the time lost away from normal law enforcement activity, and the possible danger to the unassisted officer - reflect the need for a jail facility for the Town of Hanna.

2. Purpose or role of the jail facility - The planning and construction of a jail facility for Hanna should fulfill the following role:

a. Provide for the short-term detention of offenders whose actions provide a definite threat of harm to themselves and/or other citizens.

b. Provide for the short-term detention of offenders for whom it is felt detention is required to assure their presence in court.

It is recommended that the jail be solely utilized for the above two purposes.

It is further recommended that as a general rule juveniles should not be housed in the jail unless placed there by juvenile court authorities for security reasons.

It is strongly recommended that incarceration in the facility be limited to a maximum of 48 hours, and whenever possible for only that length of time necessary to proceed with the offender through the initial judicial process.

This jail facility should not be utilized for sentenced prisoners. It is suggested that for those offenders who are sentenced to a jail term that a cooperative arrangement be made with the Carbon County Sheriff's Office for their care and confinement.

These recommendations are made in view of the fact that law enforcement for the Town of Hanna is a one-man operation. This situation makes it virtually impossible to provide 24-hour supervision for those incarcerated. Should an inmate confined in the proposed facility suffer injury or death while incarcerated, the Town of Hanna would have practically no defense to charges of negligence filed on behalf of the injured or deceased prisoner.

3. Administration - The jail would be under the general supervision of the chief of police for the Town of Hanna. The primary

administrative responsibilities would include the secure confinement and care of any prisoners. As previously indicated, 24-hour supervision of prisoners is necessary but impossible under the present law enforcement arrangement in Hanna. It may be possible to install some type of device within the jail cell area by which a prisoner could signal for assistance if required. The supervision of the prisoners is the primary responsibility of the police officer. Other immediate responsibilities would include prisoner care, such as feeding, adequate care of the jail facility and bringing prisoners before the court.

4. Design - The correct design of a jail facility is necessary to provide security and safety of the prisoners as well as safety for the jail personnel and the public.

It is recommended that a very basic two or three man jail be constructed for the Town of Hanna. Due to the fact that sentenced prisoners will not be detained in this jail, the use should be minimal and for short periods of time.

Additionally, due to the limited amount of financial resources the Town of Hanna can devote to this facility project, the size will have to be limited and, therefore, construction recommendations will be basic.

The Governor's Planning Committee on Criminal Administration's publication "Recommended Minimum Standards for Construction and Maintenance of Jails in Wyoming" sets forth certain minimum structural standards which should be followed. It is recommended that the following items be taken into consideration in construction of the physical plant:

a. The structure should conform to uniform building codes.

b. All structures should be reinforced concrete or steel partitions.

c. A single occupancy cell should have a minimum size of 50 square feet, with a six-foot minimum width and a minimum eight-foot, three inch ceiling.

d. Cells should be equipped with a toilet, basin and drinking fountain of prison design. The cells should have proper heating, ventilation and lighting. It is preferred that the cells have access to natural lighting (windows).

e. Bunks should be of solid bottoms, stationary steel, permanently attached to the walls with an approximate size of 27 inches by 75 inches.

f. Facilities using private sewage disposal systems and private or semi-public water supplies must meet minimum standards as established by the Wyoming Department of Health and Social Services.

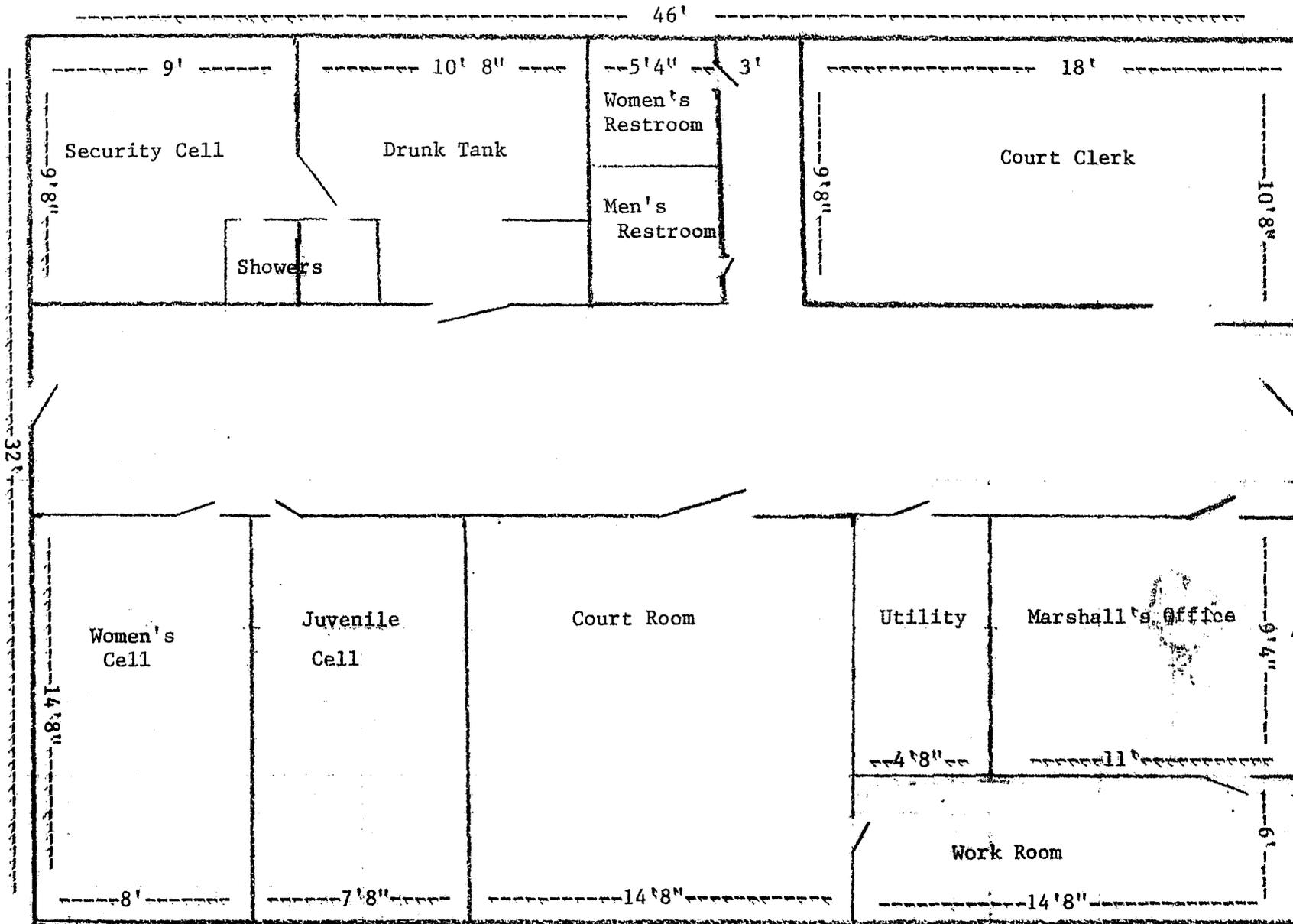
The above suggested physical plant requirements are for a very basic "holding facility." Should it be the desire of Hanna officials to construct a facility for sentenced and long-term prisoners (which we do not recommend), there are numerous other

standards and requirements which should be taken into consideration. Therefore, we are attaching a copy of the "Recommended Minimum Standards for Construction and Maintenance of Jails in Wyoming."

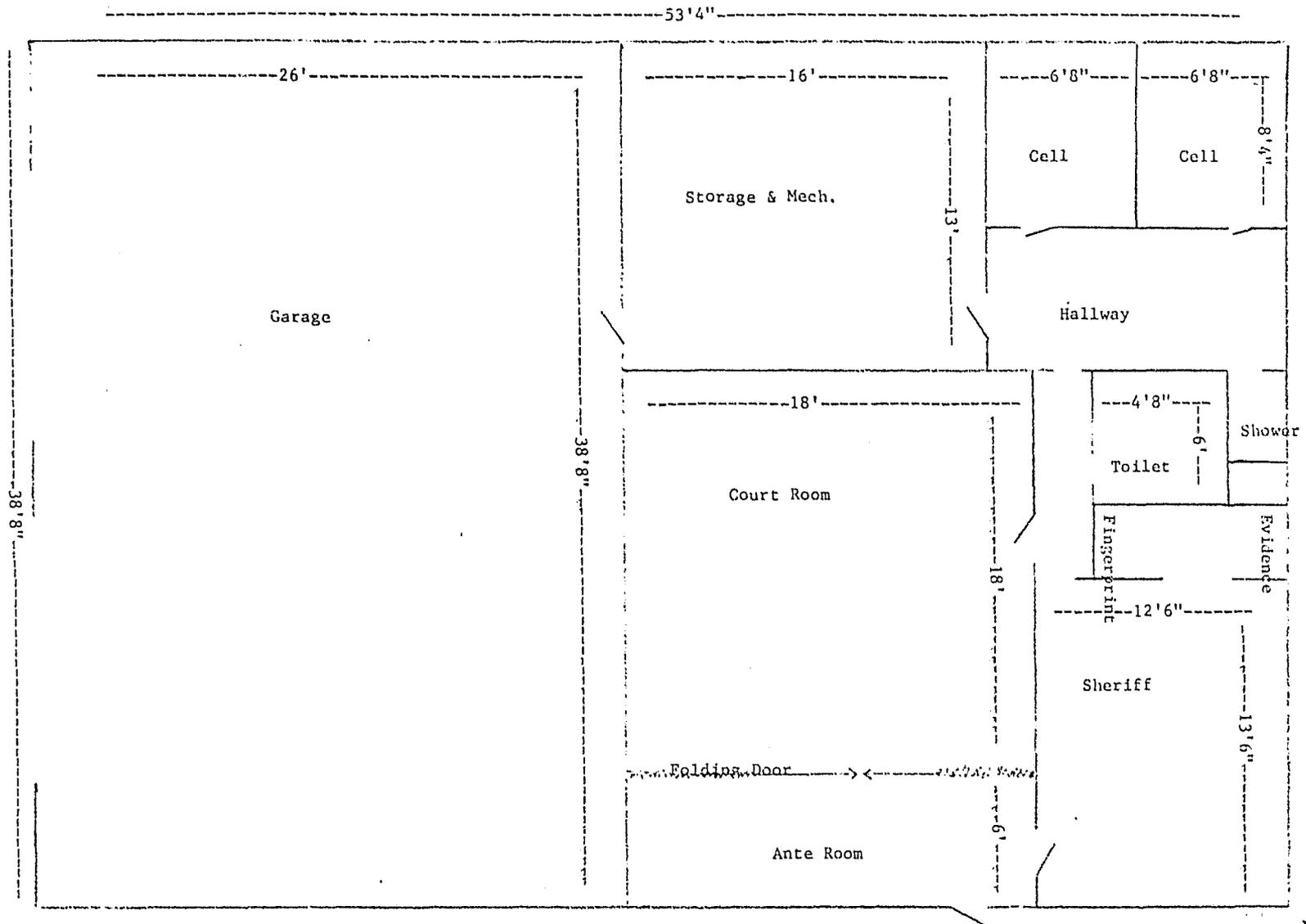
It is recommended that the Town of Hanna construct a jail "holding facility" which would be two separate single cells with a minimum square footage of 50 square feet each. It may also be necessary to provide additional space for storage, etc. although the police office could be utilized for this purpose.

5. Costs - This report will not attempt to provide a specific cost with changing economic conditions as they are. However, consultation with architects would place the square foot construction costs on a project of this nature at \$50 to \$60 per square foot. Should the jail area require a total of 120 square feet, the cost for the jail portion (using the high square footage estimate) would be approximately \$7,200. Additional costs would be incurred for toilets, basins and drinking fountains. This additional cost could conceivably be another \$2,500.

APPENDIX



Town of Upton  
 Constructed 1973-74  
 Approximate Cost: \$48,700.00



Town of Edgerton  
 Constructed 1972  
 Approximate Cost: \$15,225.00

**END**