



8/23/23- Jail Design and Operations Committee – Meeting Minutes

Project: Beltrami County Jail
Date: 8/23/23
Meeting Location: County Commission Work Room
Start Time: 1:00 PM

MEETING ATTENDEES: * (Indicates attended remotely via conference call)

Present	Name	Company
X	John Carlson	Beltrami County
X	Calandra Allen	Beltrami County
X	Steve Shadrick	Beltrami County
X	Kevin Warne	Beltrami County
X	Tom Barry	Beltrami County
*	Justin Roberts	DOC
	Randy Perkins	Citizen
X	Kate Repko	Citizen
	Jim Boell	Consulting Engineer
	Donny Wilcox	Construction Engineers
X	Ben Matson	Construction Engineers
*	Scott Fettig	Klein McCarthy Architects
*	Danielle Reid	Klein McCarthy Architects

1. Site Updates

- A. John C and Tom B updated the committee on the GBAJPB meeting that took place on 8/9. The Board took the staff recommendation and passed it on to another entity for review and it will likely come back to them in October.
- B. The County had a public hearing on 8/15 to hear from the community about the two properties being considered. There was opposition to the Quello Property. There was nobody that spoke out against the Crown Property.
- C. The Commissioners met in closed session this morning (8/23) to discuss property selection. Following the closed session, they voted to move forward with the Crown Property donation. Conditions are that it must be used for a Jail, construction must start within 5 years, and if things don't move forward, they have first right of refusal to get the land back.
- D. Ben M will now begin the due diligence process on the Crown Property. He will reach out to the vendors that had been contacted to investigate the Weibolt Property and make arrangements for them to do the investigations on Crown instead.

2. Space Programming/Pre-design

- A. KMA has completed Pre-Design. The final space program was still showing roughly 105,000 SF of space needed, but the concepts in floor plan come to 96,400 SF, just a bit under the budgeted 96,800 SF. The footprint of the building comes in at 83,400.
- B. The committee reviewed the concept, and it was agreed to delete the outdoor recreation area.
- C. KMA presented site plans for the Crown Property. Future work may determine if a driveway on the west side of the property will be necessary or not.
- D. KMA presented exterior design concepts. Things such as colors and finishes were sketched out for the committee to consider.
- E. CE to price Opinion of Cost estimate utilizing these documents. They are receiving bids on Grand Forks Correctional Center on 9/7 so they will have real-time local pricing available after that date and can complete their estimate with quality data by waiting a couple of additional weeks to work on their pricing.
- F. Ben M reported to the committee that in the Steering Committee Meeting earlier that day that the Election Communications Committee would likely only need the floorplans, 3D Block diagram and the site layout.

3. New Business

- A. The committee discussed the application that the County has made for inclusion in the Bonding Bill next year. Steve S noted that when discussing things with the design engineers that there are a lot of added costs for the items that the state would require from both an energy aspect and a labor cost. Tom B noted that even if awarded bonding or grant money the County has the option to decline these items should the costs outweigh the benefit. Justin R noted that MN just enacted a new policy that will require the DOC to do their own analysis of MN Jails requesting state funding to determine what the DOC feels would be the needs of the requesting County.
- B. It was agreed that there is little to meet on in two weeks, so the next meeting was scheduled for four weeks out or 9/20. Ben M will send out cancellations for the 9/6 meeting.

Next Jail Design & Operations Committee Meeting – Next Meeting is scheduled for 9/20/23 @ 1:00 PM. (County Work Room)

Attachment(s): None