



11/8/23- Jail Steering Committee – Meeting Minutes

Project: Beltrami County Jail
Date: 11/8/23
Meeting Location: County Commission Work Room
Start Time: 10:00 AM

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

Present	Name	Company
	Tim Sumner	Beltrami County
X	Richard Anderson	Beltrami County
	Jorge Prince	City of Bemidji
X	Jason Riggs	Beltrami County
X	Calandra Allen	Beltrami County
X	Tom Barry	Beltrami County
*	Jarrett Walton	Beltrami County
X	Trisha Hansen	DOC
	Darrell Seki	Red Lake Nation
*	Jerry Loud	Red Lake Nation Liaison
	Faron Jackson	Leech Lake Nation
	Wendy Spry	DOC Tribal Liaison
X	John Henningsgaard	Citizen
X	Paul Rairamo	Citizen
	Donny Wilcox	Construction Engineers
X	Ben Matson	Construction Engineers
	Bruce Kimmel	Ehlers Public Finance Advisors
*	Scott Fettig	Klein McCarthy Architects
X	Danielle Reid	Klein McCarthy Architects

1. Election Discussion

- A. The results of the vote on the Local Option Sales Tax were discussed by the committee. The sales tax was passed with almost 97% of the nearly 9,000 voters being in favor. This is roughly 1/3 of the registered voters in the County, and around half of the amount that came out for the election last November.

2. Committee Updates

- A. The Design & Operations Committee met on the afternoon of 10/25. They reviewed the design progress on Schematics to date and will be meeting again this afternoon (11/8) to review more design progress and other items. There have been other separate design meetings taking place with smaller groups to address specific areas and specific design disciplines such as Mechanical, Plumbing & Fire Protection.

3. Site items

- A. Ben M reported on the progress related to due diligence on the Crown Property
 - i. Phase I is complete and the full report has been forwarded to the County.
 - ii. Archaeological site investigation is complete, and the report has been forwarded to the to the County.
 - iii. The Geotechnical Report has been finalized and forwarded to the County. Soil Borings were drilled on Friday 9/22. The samples drilled are good in that the in-place soil can be utilized and engineered fill will not need to be imported.
 - iv. The title work has been completed.
 - v. Topographic Survey field work was completed ahead of snowfall.
- B. The GBAJPB has another meeting tonight. The recommendation from the last meeting was to adopt language which would require twice the parking spots needed for staff and to have screening. Neither of these should be too impactful. Representatives from the County plan to attend the meeting tonight.

4. Sweat Lodge Discussion/Updates

- A. The tour of the Moose Lake facility has been rescheduled for 12/8. Anyone that submitted background check paperwork should know that it will be good for 1 full year. This is the same week as the AMC conference and Sheriff's Conference.
- B. It was noted that while at the tour Beltrami Jail staff wants to interview the Prison staff on their security protocols and other operations items.
- C. Calandra A noted that she has not heard back anything specifically from the Judges about putting people on furlough to attend Sweats.
- D. The Committee will continue to research this topic and will report back findings from the tour and with any responses from the Judges and/or others at upcoming meetings.

5. Design

- A. Scott F & Danielle R presented the Committee with the updates that they have been working on as they are progressing through the Schematic Design Phase.
- B. Danielle R noted that they will need information on both flow and pressure on the water supply lines in the vicinity of the building to see if they will be adequate to supply both fire and domestic water needs. Since the line is a dead end (instead of a loop) it might not meet what is needed. A loop would likely help this, but it is unknown if the city will be willing to participate in installation of a loop line. The city has been contacted about getting the needed flow and pressure data.
- C. Calandra A noted that she had met with Renee a Sanford medical consultant to help with designing the medical spaces. She has also met with other specialists such as kitchen and laundry to make sure those spaces work as needed.

6. Construction Management Discussion

- A. The Committee Met to discuss specifics about the Construction Manager RFP. Ben M/CE left the meeting so detailed information is not available here. Topics to be discussed include dates, selection committee and a review of the draft RFP.

7. New Business

- A. The next meeting was moved to 11/29 due to the Thanksgiving Holiday.

Next Jail Steering Committee Meeting – Next Meeting is scheduled for 11/29/23 @ 10:00 AM (County Work Room)

Attachment(s): None