



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

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

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

<u>Present</u>	<u>Name</u>	<u>Company</u>
X	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
X	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
	Donny Wilcox	Construction Engineers
X	Ben Matson	Construction Engineers
	Bruce Kimmel	Ehlers Public Finance Advisors
*	Scott Fettig	Klein McCarthy Architects
*	Danielle Reid	Klein McCarthy Architects
	Tom Weber	Just Us Services

1. Committee membership changes

- A. Steering Committee - The openings for the Steering and D & O committees continue to be advertised through 9/15/23. There have been a few interested people inquiring about the openings. Not all have applied.
- B. Ben M noted that he had received a reply from Ashley Harrison who was an assistant to Chairman Jackson. She notified him that she was no longer working for the Chairman's office and that someone else would need to be contacted going forward. Ben M will reach out to get updated contact information and then the Commission can formalize everything with a new assistant.

2. Site Items

- A. Richard A 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.

3. Election Preparations/Misc

- 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.
- B. The committee will review concept designs and floor plans and discuss if there are ways to still bring down the SF additionally.
- 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. Sheriff Riggs and Tom B noted that the Election Communications Committee would likely only need the floorplans, 3D Block diagram and the site layout.
- G. Ben M plans to meet with each committee to review the KMA pre-design documents. D & O will meet this afternoon, Programming can happen soon, and Finance will meet after the estimate is completed.
- H. It was discussed that it would be good to have a project updated take place at the 2nd Commission Meeting in September on 9/19. Topics to be discussed can be developed in the coming weeks.

4. Bonding Request

- A. The tour/presentation for the Senate took place on 8/17/23. The group arrived late, and the meeting was shortened a bit.
- B. Tour for the House is scheduled for 9/14.
- C. If the process continues to move forward the Pre-design will by KMA will need to be approved by the Commission to be completed later this year.

5. Continuation of alternative financing options

- A. Tom B inquired if any Tribal money could be utilized to help enhance the cultural or other programming items within a new facility. Jerry L noted that there are many needs at Red Lake's own facility and that it would be very unlikely for them to be able to assist. ARPA money has been utilized for other needs.

6. New Business

- A. Tom B noted that with the land donation that the realtors that the County has been working with would not be receiving any compensation for their work on the property acquisition. Some committee members felt that it would be good for the county to compensate them for their work. Ultimately it was decided that the Commissioners would be able to discuss this in an upcoming work session.
- 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 Steering Committee Meeting – Next Meeting is scheduled for 9/20/23 @ 10:00 AM (County Work Room)

Attachment: None