



7/26/23- Jail Steering Committee – Meeting Minutes

Project: Beltrami County Jail
Date: 7/26/23
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
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
	Joe Vene	Citizen
X	John Henningsgaard	Citizen
	Donny Wilcox	Construction Engineers
X	Ben Matson	Construction Engineers
	Kirsten Carolin	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 City Council has approved Lynn Eaton to be an alternate to the Mayor. Tom B approached the Mayor about having the Chief of Police added to the committee and he agreed that was a good idea. Sheriff Riggs has been in discussions with the Chief and stated that he is considering the appointment. Tom B noted that a firm answer will be needed quickly as these appointments are planned to be on the agenda for Tuesday's Commission meeting.
- B. Discussion was held on Joe Vene and his availability to attend the Steering meetings. Richard A went to his house and personally visited with him and his family and his attendance is unlikely to improve. After discussing this within the committee it was agreed that the County should begin advertising for a replacement citizen that will be able to attend the meetings on a regular basis. Richard A will let Joe know what the committee decided.
- C. Ben M noted that one of the Citizen Members, Kate Repko, of the Design and Operations Committee is moving to Georgia at the end of August. She will be unable to continue in

her role on that committee. The County will begin advertising for a citizen replacement to fill her open position.

2. Election Preparations

- A. The committee reviewed draft ballot language that was written up by Bruce K. The committee spent much of the meeting going over the wording of the proposed language to recommend to the Commission and decided on the language as follows:

“The Beltrami County Board of Commissioners has voted to construct a new County Jail at an estimated cost of \$80 million. Tax payers have a choice as to how to fund the project. Shall Beltrami County establish a five-eighths of one percent (0.625%) sales and use tax to pay for constructing and financing the new jail?

A yes vote means that the majority of the costs would be financed through the sales and use tax which would remain in effect for 30 years or until the bonds are retired, whichever comes first.

A no vote means that the majority of the costs would be financed through increased property taxes for 30 years or until the bonds are retired, whichever comes first.”

- B. The committee then discussed the needed Board Resolution associated with the election taking place in November. After reviewing the draft language that Bruce K presented the committee will forward the language as shown in the attached document.
- C. Tom B provided an update on the County’s RFQ for Election Assistance services. After getting proposals the County felt that they were not getting good coverage on the portion of the RFQ related to research. The County has now decided to handle this internally and work with some local firms related to the development of graphics and videos related to the vote.
- D. Scott F & Danielle R from KMA presented an update on the Pre-Design and Space Planning that has been taking place in the past month. The Program is currently coming in over the 96,800 SF that was suggested in the Justice Planners Needs Assessment. Scott explained a couple of reasons why the size might trend a bit larger, but their work is far from complete. They will continue to work with staff to reduce and refine spaces as they lay out housing pods and programming spaces to keep the project on track.

3. Site Items/Updates

- A. Tom B provided a brief update on the Site selection. Since the last meeting the GBAJPB voted to place a moratorium on new Jails in residentially zoned locations. This has limited the number of potential sites to many less. Tom continues to work on details with potential new sites, but no agreements have been reached at this time.
- B. Ben M noted that he had updated the overall schedule but did not present it or go into any detail as the meeting was going quite long at this point.

4. Bonding Request

- A. Per MMB Website “Preliminary Agency Requests...from LGA’s are forwarded to the Legislature” on 7/17/23 – No Updates were discussed at the 7/26/23 meeting.

Next Jail Steering Committee Meeting – Next Meeting is scheduled for 8/9/23 @ 10:00 AM (County Work Room)

Attachments: Draft Board Resolution on LOST