



## 2/14/24- Jail Steering Committee – Meeting Minutes

**Project:** Beltrami County Jail  
**Date:** 2/14/24  
**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>
	Tim Sumner	Beltrami County
X	Richard Anderson	Beltrami County
	Jorge Prince	City of Bemidji
X	Jason Riggs	Beltrami County
	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
	John Henningsgaard	Citizen
	Paul Rairamo	Citizen
	Donny Wilcox	Construction Engineers
	Ben Matson	Construction Engineers
	Bruce Kimmel	Ehlers Public Finance Advisors
*	Scott Fettig	Klein McCarthy Architects
*	Danielle Reid	Klein McCarthy Architects

Ben M from CE was not in attendance at the meeting. Minutes/Notes were taken by Danielle R from Klein McCarthy Architects and are attached as documentation of the discussions that took place at the meeting.

**Next Jail Steering Committee Meeting – **Next Meeting is scheduled for 2/28/24 at 10:00 AM** (County Work Room)**

**Attachement(s):** KMA Meeting notes



Beltrami County Jail  
Steering Committee Meeting Notes  
February 14, 2024

- A. Project Updates
  - 1. Board approved the release of bonds on February 6<sup>th</sup>
- B. Reviewed Schedule
  - 1. KMA will plan to start facilitating meetings in April.
  - 2. State Plan review process takes anywhere from 3-6 months.
  - 3. State will inspect the project.
  - 4. Early review package can be footing and foundation only.
- C. Reviewed Design
  - 1. Design and engineering team working to coordinate columns, ductwork, etc.
  - 2. Review control station furniture with glazing to clarify need.
- D. CM Contract
  - 1. CM contract on track to be signed tomorrow
  - 2. Planned to approve at February 20<sup>th</sup> board meeting
- E. Legislative Update
  - 1. Corrections bill reviewed by the House.
  - 2. Move forward and will be reviewed by the Senate today.
  - 3. Next steps for legislative vote.
  - 4. Anticipated to be 3 weeks out for governor signature if approved.
  - 5. Sales tax will be reimbursed by the State at the end of the project.
- F. Reviewed Committee Governance
  - 1. Current committee structure may end in March
    - a. Steering Committee may have completed goal.
    - b. Plan to review with the board on March 5<sup>th</sup>.
  - 2. Board to review change order procedures
    - a. Allow committee to approve change orders up to a certain amount without board approval.
      - 1) Propose \$50,000 limit.
  - 3. Discussed creating a Design/Construction Committee