



11/29/23- Jail Steering Committee – Meeting Minutes

Project: Beltrami County Jail
Date: 11/29/23
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
	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. Committee Updates

- A. The Design & Operations Committee met on the afternoon of 11/8. They reviewed the design progress on Schematics to date and will be meeting again this afternoon (11/29) 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.
- B. The Committee discussed the need to meet with the Programming and Finance committees as we near the completion of Schematic Design. Ben M noted that he will schedule meetings with these two committees once this phase of design is complete, or sometime shortly after the first of the year. Tom B noted that the Finance Committee needs to discuss bonding and other procedural items. Programming will probably be looking to hear details about the tour of the Moose Lake sweat lodge after that takes place on December 8.

2. Site items

- A. The Boundary Survey work is under way and is scheduled to be completed by this Friday, December 1.
- B. Tom B noted that the closing date on the property should ideally be before Christmas. He will need 7-10 days once he gets the boundary survey information, assuming there aren't items to resolve.
- C. Tom B reported that about the last meeting of the GBAJPB. At that meeting they dropped the discussion on the CUP changes that were being discussed. They do have one additional meeting prior to their dissolution, but it is not anticipated that they would take up this topic again. If anything, this may come back up at the City level after the first of the year and would take time to be incorporated.

3. Sweat Lodge

- 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.
- B. Trish H will send out an e-mail to coordinate travel arrangements with those that are planning to attend the tour.
- C. 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.
- D. The next bench meeting with the judges is scheduled for late January and that may be a time to address getting answers on the ability to furlough people to attend sweats, since no response has been received to date.

4. 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. This phase of design is scheduled to be completed about December 20th.
- B. Danielle R noted that they have just received information on both flow and pressure on the water supply lines in the vicinity of the building from the city. Preliminary feedback from the Mechanical Engineers noted that there would not be a need for a fire pump, but a domestic water pump may be required.
- C. Danielle R discussed that a sewage grinder is not required on the building, but that the city may ask for one to be installed outside of the building. The committee agreed that this is one more thing for them to maintain and monitor and it should be avoided if it's not required.
- D. After reviewing the way that cells are stacked and counting beds within the plans Danielle noted that they current quantity of beds sits at 243 which is one more than what the Commission approved. After discussion it was decided that this should be disclosed to the Commission at an upcoming meeting so that they are all fully aware of this and can

confirm if they are willing to have an additional bed in the facility. There should be minimal added cost for this as the space is already allocated and eliminating one would basically require us to delete the second bunk from a double bunked unit.

5. Construction Management Discussion

- A. RFP Responses are due on 12/11. The committee reviewing these will meet on 12/15 and then schedule interviews.

6. New Business

- A. The next meeting will be abbreviated due to several members needing to attend a meeting at Red Lake. We plan to meet from 10:00 to 11:00 on 12/13 and the primary discussion can be reporting on the Sweat Lodge tour and any other topics that can be covered in a shorter meeting.

Next Jail Steering Committee Meeting – **Next Meeting is scheduled for 12/13/23 @ 10:00 AM (County Work Room)**

Attachment(s): None