



## 8/9/23- Jail Steering Committee – Meeting Minutes

**Project:** Beltrami County Jail  
**Date:** 8/9/23  
**Meeting Location:** County Commission Work Room  
**Start Time:** 10:00 AM

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

<b>Present</b>	<b>Name</b>	<b>Company</b>
	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
	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
X	Scott Fettig	Klein McCarthy Architects
X	Danielle Reid	Klein McCarthy Architects
	Tom Weber	Just Us Services

### 1. Committee membership changes

- A. Steering Committee - The Commission met last week and declined to make the change to the City Council member in lieu of the mayor. Tom B reached out to the mayor letting him know their decision. The Chief of Police was not interested in being on the Steering Committee. The open citizen position is being advertised with the opening for the Design & Operations Committee.
- B. Currently Advertising through 9/15/23 for both openings.

### 2. Site Items

- A. The County currently has two properties that are being considered for purchase. The Quello Property and the Crown Property. No decisions have been made by the Commission yet.

- B. A Public Hearing will be held on 8/15 to get input from the community and a decision will be made by the Commission sometime following that meeting. KMA will provide two concept site plans for this meeting, removing trees and providing a scale.
- C. A site concept for the Quello Property was shown overlaid in Google aerial with trees shown.
  - i. Quick tree survey done by Freeburg and Grund (F&G) to review the 60% factor of significant tree locations that can be saved. The hope is to avoid the CUP process with JPB if possible and should be achievable.
  - ii. A sanitary sewer must be provided to the property to the NW and located under a street section.
  - iii. KMA will review flipping housing and the receiving area to allow the future housing to grow to the NW and to place the utility functions at the rear of the building.
  - iv. KMA will have F&G run an impervious percentage calculation for the site.

### **3. Election Preparations**

- A. Board Resolution/Ballot Language approval was completed at the 8/1 Commission Meeting. Paperwork will now be filed with the Secretary of State.
- B. KMA is working to complete Pre-Design. They provided an update on the progress of the Space Program. Current concept floor plan development was reviewed in detail with the Committee. Examples from other jail exterior designs were presented and the Committee provided feedback for KMA to start developing exterior design images.
- C. The committee will review concept designs at 8/23 Meeting.
- D. CE to price Opinion of Cost estimate on concepts starting at the end of August.
- E. County Elections Communications Updates? – not discussed.

### **4. Bonding Request**

- A. The State has responded and a tour/presentation for the Senate is scheduled for 8/17/23. Tour for the House is scheduled for 9/14.
- B. The Committee discussed the presentation to be given to the Senate group and the content that needs to be put together for that presentation. Sheriff Riggs will lead up putting together the presentation and he has most all of the relevant information compiled for previous presentations so this should be able to be quickly modified for this group and the upcoming one in September.
- 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. The Committee briefly discussed getting Tom Weber involved to work out a way to directly engage with Tribal leadership to discuss grants and or other funding avenues to

the benefit of all involved. Scott F will reach out to Tom W and see what can be arranged with him to begin this discussion.

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

Attachment: None