



10/4/23- Jail Steering Committee – Meeting Minutes

Project: Beltrami County Jail
Date: 10/4/23
Meeting Location: County Commission Work Room
Start Time: 10:00 AM

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

Present	Name	Company
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
X	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
X	Danielle Reid	Klein McCarthy Architects
	Tom Weber	Just Us Services

1. Committee membership changes

- A. Ben M reported that the new committee members had been approved at the Commission meeting the day before. Torry S is planning to attend the D & O committee meeting this afternoon and Ben M had been texting with Paul R as he has been working in Maui on the wildfire response.
- B. Richard A will reach out to the Mayor to discuss his attendance at the Steering Committee meetings.

2. Committee Updates

- A. There have been no committee meetings since the last Steering Committee meeting, but Design & Operations Committee meets this afternoon.

3. Site items

- A. Ben M reported on the progress related to due diligence on the Crown Property
 - i. Phase I is complete and the full report has been forwarded to the County.
 - ii. Archaeological site investigation took place, and nothing was found. The full report will be completed in October.
 - iii. Soil Borings were drilled on Friday 9/22. The lab just received the materials early this week, so there have been no observations made on the materials. Again, the final report will be completed in late October.
 - iv. The title work is being completed by Tom B.
- B. Tom B gave a report from the GBAJPB meeting last week regarding the potential new requirement for a CUP for any Jail/Detention projects. The County had been provided one version of potential language to be added to their ordinances, and the County went to testify this was unnecessary based on the language proposed. However, at the meeting staff presented two additional options for language. As these were unable to be studied ahead of time the Board was convinced to table any action until their 10/16/23 meeting and await comments at that meeting.

4. Sweat Lodge Discussion/Updates

- A. Ben M reviewed the memo that had been sent to the County for the Commission to review this topic (attached).
- B. In addition to the items that were asked to be investigated at the previous meeting, Calandra A had begun investigating if the inmates could be placed on furlough and allowed to participate in sweats even now at the current facility and into the future. She has reached out to the Judges for comment and feedback to see if this can be arranged like a work release. Nothing has been determined yet, but it seems like a great community-based solution, assuming the logistics can be worked out.
- C. After discussion it was determined that a tour of the MCF – Moose Lake facility and their sweat lodge would take place as soon as could be arranged.
- D. Tim S noted that he was encouraged by the discussion and appreciated that this has been investigated in depth as this topic is personal to him.
- E. 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.

5. Design

- A. Danielle R presented the Committee with the updates that they have been working on as they begin the Schematic Design Phase.
- B. One housing pod has moved from the NE corner of the building to be adjacent to the others on the west portion of the building.
- C. The receiving area and kitchen have now moved to the NE portion of the site.

- D. KMA will be discussing fire department access with the Fire Department shortly as they start to make modifications to the traffic flow and parking on the site.

6. Election Communications

- A. Early voting has begun.
- B. Sheriff Riggs continues to provide updates in the community. He had to leave the meeting early to do one.
- C. Sheriff Riggs inquired of Jerry L if he would be able to get on Red Lake Radio next week. Jerry L believes that he can get him on air next Wednesday, 10/11 at about noon. Details will be worked out between them.

7. Construction Management Discussion

- A. Ben M presented an educational PowerPoint Presentation (attached) about different delivery methods for construction projects in MN and the benefits of each.
- B. After the presentation Tom B noted that everyone on the committee should take some time to review the presentation and come back with questions or comments for the next meeting. An RFQ will likely need to be issued soon to get someone on board, if that is the direction that the committee decides to go.

8. New Business

- A. John H noted that he disagrees with the ballot language for the upcoming sales tax election. He noted that he had been in the meetings when it was discussed and was disappointed in himself for not saying more at the time about how he feels it is misleading. Tom B noted that there are some specific state requirements as to how the language must be presented and that the language was ultimately up to the Commissioners to confirm what was recommended by the Steering Committee.

Next Jail Steering Committee Meeting – Next Meeting is scheduled for 10/25/23 @ 10:00 AM (County Work Room)

Attachment(s): 10/2/23 Sweat Lodge Memo, Construction Management Presentation