



6/13/23- Jail Steering Committee – Meeting Minutes

Project: Beltrami County Jail
Date: 6/13/23
Meeting Location: County Commission Meeting Room
Start Time: 8:30 AM

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

<u>Present</u>	<u>Name</u>	<u>Company</u>
	Tim Sumner	Beltrami County
	Richard Anderson	Beltrami County
X	Jorge Prince	City of Bemidji
X	Jason Riggs	Beltrami County
X	Calandra Allen	Beltrami County
	Tom Barry	Beltrami County
X	Jarrett Walton	Beltrami County
	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
X	Glen Lindseth	Citizen (attending from Finance Committee)
	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

1. Introductions

Scott Fettig & Danielle Reid from Klein McCarthy Architects (KMA) attended their first Steering Committee meeting in person and were introduced to the Committee Members. The agenda for the meeting was to gather information from the Committee related to the tasks that they have been working on for the Jail Project over the course of the last year and a half. Notes taken by KMA are included as an attachment to these meeting minutes and in most cases expand on the topics noted in these minutes.

2. Site Due Diligence

Ben M updated the committee on the soil borings, Phase I Environmental and Phase I Archeological proposals that were received and have been approved allowing investigations to begin on the site. All will take place in the timeframe needed for the closing. KMA has been working with their Civil Engineers to have the documents completed for the CUP ahead

of the 6/30 deadline. KMA has produced a few site options to show how the site might be utilized for inclusion in the CUP submittal. (attached)

3. Public Communications

Tom B was at a meeting with the Chamber this morning and was not able to attend the meeting. Mayor Prince updated the committee on questions he's been getting from concerned citizens since the property selection was made public. The County announced that there will be a public hearing related to the site selection at the regular commission meeting next Tuesday, June 20th. Tom B and Sheriff Riggs will be meeting with Lakeland News later today to announce this meeting and to invite the public to attend and be heard.

4. Upcoming Tasks/Discussion items

A. Pre-design ahead of Election

B. Other Election Preparations

C. Site Due Diligence

- i. Ongoing, noted above.

D. Continuation of alternative financing options

- i. Ben M and Tom B have been discussing the process related to applying for the County to be included in the 2024 bonding bill. There is a June 16th deadline to enroll in the State CBS system to be considered.
- ii. At some point once design and staffing have been considered the operational options related to a new facility can be analyzed to see if there are options there.

Next Jail Steering Committee Meeting – Next Meeting is scheduled for June 28 @ 10:00 AM (Commission Work Room)

Attachment(s): 1). KMA Meeting Notes; 2). Site Options