



6/12/23- Jail Design and Operations Committee – Meeting Minutes

Project: Beltrami County Jail
Date: 06/12/23
Meeting Location: County Commission Work Room
Start Time: 2:00 PM

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

<u>Present</u>	<u>Name</u>	<u>Company</u>
X	John Carlson	Beltrami County
X	Calandra Allen	Beltrami County
X	Steve Shadrick	Beltrami County
X	Kevin Warne	Beltrami County
X	Tom Barry	Beltrami County
*	Justin Roberts	DOC
	Randy Perkins	Citizen
X	Kate Repko	Citizen
X	Jim Boell	Consulting Engineer
X	Donny Wilcox	Construction Engineers
X	Ben Matson	Construction Engineers
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 Design & Operations 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. Public Communications

Tom B noted that they had a meeting earlier in the day to discuss the citizen comments about the site selection that were brought up at the Commission Meeting last week. The County will announce 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 tomorrow to announce this public hearing meeting and to invite the public to attend and be heard. This will give the County the opportunity to respond to citizen comments, which was not the case at the meeting last week.

3. 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)

Next Jail Design & Operations Committee Meeting – Next Meeting is scheduled for 6/28/23 @ 1:30 PM. (County Work Room)

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