



## 11/2/22- Jail Steering Committee – Meeting Minutes

**Project:** Beltrami County Jail  
**Date:** 11/2/22  
**Meeting Location:** County Commission Work Room  
**Start Time:** 9:30 AM

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

<u>Present</u>	<u>Name</u>	<u>Company</u>
	Tim Sumner	Beltrami County
X	Richard Anderson	Beltrami County
	Jorge Prince	City of Bemidji
X	Ernie Beitel	Beltrami County
X	Calandra Allen	Beltrami County
X	Tom Barry	Beltrami County
X	Jarrett Walton	Beltrami County
	Trisha Hansen	DOC
	Darrell Seki	Red Lake Nation
X	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
*	James Hand	Construction Engineers
	Kirsten Carolin	Construction Engineers

### 1. Advisory Committees

*10/19/22 – Trish H and Calandra A presented to the Commissioners yesterday afternoon on existing and desired programming. (Presentation is attached). The Committee discussed some of the specifics related to mental health. Jerry L introduced himself as the proxy for Darrell Seki and in his role as Executive Director of New Beginnings he would like to be involved in the Programming Committee. Sheriff Beitel noted that the County Commission needs to approve appointments to the committees, but that he would as if Jerry L could be added. Ben M noted that the Finance Committee would be meeting later today to review financial documents being put together in preparation of the LOST resolution. Ben M also stated that he is working with Design Committee members to get a meeting time that will work for all to get together and have an initial meeting soon.*

**11/2/22** – The finance committee will be meeting later today with a focus on working through the financial aspects of the LOST application. The Design Committee is scheduled to meet on 11/10. The

Programming Committee does not currently have a meeting scheduled. Sheriff Beitel noted that Jerry Loud was added to the Programming Committee by board action at their meeting yesterday. Tom B noted that with the upcoming election there will be new commissioners coming onboard at the beginning of the year. They typically do committee assignments at their first meeting (January 3), so committees as they are currently established may change and there will be new members on some of them.

## **2. Project Schedule**

### **A. Upcoming Tasks**

- i. Decision Point – Go/No Go – Board has stated this will not happen until Mid-November
- ii. Creation and Finalization of Application for a LOST – Have completed for potential board resolution at December 13 Commission Meeting.
- iii. Sub Committee Meetings
- iv. January 2023 deadline for Resolution to State on LOST

## **3. Tribal Involvement in Process**

**10/19/22** – *As noted above Jerry Loud has been added as a Proxy for Darrell Seki to attend Steering Committee meetings. The Committee is thankful to him for stepping into this role. A support letter from DOC has been received. Sheriff Beitel noted that he is continuing to be in contact with Mike Burns and Daryl Seki to get letters of support. Jerry L noted that he will push on his end to get this done.*

**11/2/22** – Sheriff Beitel will continue to work with all three tribal councils in the area to get letters of support. Jerry L will continue to assist with Red Lake.

## **4. Public Communications**

### **10/19/22**

- *Ben M noted that he had reviewed the survey information that has been compiled thus far at the County Commission Meeting the evening before. He highlighted some of the data as it was presented.*
- *It was decided that the information regarding the survey should be posted again on the Sheriff's Facebook page. James H will get in touch with Chris Muller and get an update posted.*
- *Ben M noted that James H had sent an email out with a draft of the 1-page FAQ sheet and was awaiting feedback. This needs to be put together with a clearly defined "elevator pitch" for a time when lobbying for support will happen next year.*

**11/2/22**

- Tom B indicated that the upcoming County newsletter would include articles on the survey results and likely the decision from the board at their 11/15 meeting.
- Ben M & James H briefed the committee on the survey results and the uptick in responses between the last meeting and closing the survey on 10/31. Facebook posting with a boost had made a big difference in responses. The overall sentiments in the survey responses stayed very consistent with the first 170 that were received prior to the post. Updated survey documents should be able to be added to the Jail page on the County Website as soon as tomorrow.
- The committee decided to run a press release announcing that the survey has been closed and thanking all that took the survey. This could be run in the paper and posted on Facebook.
- Jerry L noted that when running radio ads in the future to be sure to put things on WRLN 105.3.
- Future communication item needing to be completed is the 1 page fact sheet that will be needed in December when lobbying for support will begin.

## **5. LOST Resolution**

*10/5/22 – Ben M & James H discussed and displayed draft documents that have been created to get the process started relating to the creation of the resolution packet. Discussion was held on highlighting the regional significance of the facility and how it could help alleviate some regional bed need. Tom B reviewed his thoughts on assignments to complete the paperwork for the LOST resolution packet. It was noted that to fill in some of the blanks within the resolution we will need decisions from the Commission on size and a dollar amount. There will only be 4 Commission meetings following the Public Hearing on 10/18 and there will be limited time to socialize and get support from local legislators. With elections coming up these may be newly elected members who may be very busy in December. A focus will need to be put on getting their support for the LOST very, very quickly following the 11/15 vote. Sheriff Beitel will begin reaching out to his contacts.*

*10/19/22 – All parties continue to work on their assigned portions of the resolution. Ben M asked if a weekly meeting was needed to make sure that progress continues. It was decided that this was not necessary, but that all documents should be shared among those working on the resolution.*

**11/2/22** – Ben M presented the committee with the organizational structure and assignments for the LOST application. The committee agreed to it is well organized and will work well to keep all involved on task. Ben M will send it out to those working on it later this week. Tom B noted that he has been looking into how to get data and/or a report on the percentages of purchases that are by out of county residents. He has a meeting with U of M extension about having them do a report for the County.

## **6. New Business/Open Discussions**

**11/2/22** - John H inquired if anyone knew if the corrections to the numbers that were un in the Pioneer Article were ever issued. Sheriff Beitel noted that he had given them the correct information and that they would only be adjusted in achieved versions the article.

**11/2/22** – Tom B and Ben M discussed the work session agenda for the 11/15 commission meeting/work session. Tom will send the commissioners an e-mail to help clarify what they need to make motions/decisions about at the meeting.

## **7. Items Closed prior to meeting**

**10/5/22** – *The Finance Committee will meet later today. They will be focusing on the LOST resolution paperwork and specifically the Bond Pricing/Debt Service portion. As noted above Trish H will present Programming Committee information to the Commission on 10/18. She will have a Powerpoint presentation completed by 10/12 for inclusion in the board packet. Ben M noted that the Design Committee will need to start meeting soon to discuss site options and other topics.*

**9/21/22** – *Sheriff Beitel has presented to both the Red Lake and Leech Lake Councils. He is hoping to receive letters of support from both. Additionally, he has reached out to Itasca and Clearwater Counties and to White Earth for letters of support.*

**10/5/22** – *Sheriff Beitel has received letters of support from Clearwater County and Itasca County and is anticipating letters from Red Lake and White Earth. DOC will be sending one shortly.*

**10/5/22**

- *The committee discussed running radio ads in consideration of the possibility of an earlier vote. It was agreed and decided to continue forward with running radio ads. James H will contact RP Broadcasting and get their rates too.*

- *The group also discussed presenting the survey/comment information to the Commission following the Public Hearing on 10/18. Ben M can be available to make this presentation, Tom B to have some discussions with the Commissioners to determine if this should or should not be done at that time.*
- *As noted in the 9/21/22 notes a FAQ sheet/1page fact sheet needs to be developed to be able to present for lobbying/elevator pitch.*

**9/22/22** – *Ben M presented the committee with a copy of the MN Statute 297A.99 – Local Sales Taxes. He reviewed the highlights of the requirements for a Local Resolution to be put together for board approval and submission to the state. CEI and Tom B will review offline and discuss assignments of who will address each item to be included in the resolution. Targeted date to have this completed is 11/1 for board approval at this 11/15 meeting. It was also note that local legislators need to be contacted at some point to make sure that they will campaign for approval at the State.*

**Next Jail Steering Committee Meeting – Next Meeting is scheduled for 9:30 AM on 11/16/22. (County Work Room)**

Prepared and reviewed by Construction Engineers – Please forward any comments or corrections to [BenM@constructionengineers.com](mailto:BenM@constructionengineers.com)

Attachment: None