



## 6/13/23- Jail Finance Committee – Meeting Minutes

**Project:** Beltrami County Jail  
**Date:** 6/13/23  
**Meeting Location:** County Commission Meeting Room  
**Start Time:** 1:30 PM

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

<u>Present</u>	<u>Name</u>	<u>Company</u>
X	Craig Gaasvig	Beltrami County
X	Jodee Treat	Beltrami County
X	Samantha Rux	Beltrami County
X	Jarrett Walton	Beltrami County
X	Tom Barry	Beltrami County
	Ryan Welle	Citizen
	Glen Lindseth	Citizen (attended Steering Committee Meeting in AM)
	Bruce Kimmel	Ehlers
X	Ben Matson	Construction Engineers
	Kirsten Carolin	Construction Engineers
	Donny Wilcox	Construction Engineers
X	Scott Fettig	Klein McCarthy Architects
X	Danielle Ried	Klein McCarthy Architects

### **1. Introductions**

- A. Scott Fettig & Danielle Reid from Klein McCarthy Architects (KMA) attended their first Finance 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.
- B. Notes taken by KMA are included as an attachment to these meeting minutes and in most cases expand upon the topics noted in these minutes.

### **2. Election Preparations**

Jodee T noted that early voting starts about September 20<sup>th</sup> (or 45 Days ahead of the election). Ballot language and any board resolutions required will need to be done by early September. There will need to be a resolution authorizing a special election for the Sales Tax.

### **3. Public Communications**

Tom B reported that he met with the Chamber for about two hours this morning. He felt it was a good meeting and is feeling better following their discussions. The County announced that there will be a public hearing related to the site selection at the regular commission

meeting next Tuesday, June 20<sup>th</sup>. 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. Site Due Diligence**

- A. 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. Ben M noted that the total for all these services was around \$12,000. All of these will take place in the timeframe needed for the closing.
- B. 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 that were reviewed and discussed to show how the site might be utilized for inclusion in the CUP submittal. (attached).
- C. It was noted that natural gas service will need to be investigated and that there might be a request in the CUP for bike trails in the area.
- D. A hearing for the Rezoning/CUP would be 7/27 and a second hearing would likely be 8/9.

#### **5. Continuation of alternative financing options**

- A. 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 16<sup>th</sup> deadline to enroll in the State CBS system to be considered.
- B. 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 Finance Committee Meeting – TBD**

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