



Facility Inspection Report Issued By The Minnesota Department of Corrections Pursuant to MN Statute 241.021, Subdivision 1

Inspection and Enforcement Unit, 1450 Energy Park Drive, Suite 200, St.Paul MN 55108
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INSPECTION DETAILS FOR:

Carlton County Jail

Address: 1780 Justice Drive, SUITE 1200, Carlton, MN 55718

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Rachel Dotseth – Detention Facility Inspector **Inspected on:** 09/24/2025

Inspection Method: Facility walk-through, staff and inmate interviews, staff and inmate file reviews, facility documentation reviews and video footage review.

Officials Present During Inspection: Assistant Jail Administrator Jason Wilmes; Jail Administrator Paul Coughlin

Officials Present for Exit Interview: Assistant Jail Administrator Jason Wilmes; Jail Administrator Paul Coughlin

Issued Inspection Report to: Assistant Jail Administrator Jason Wilmes; Jail Administrator Paul Coughlin; Sheriff Kelly Lake

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance	Total Compliance With Recommendations	Compliance Rating	Substantial Compliance Result/Criteria
2911	Mandatory	128	125	3	0	97.66%	Compliance rating of 100%
2911	Essential	111	110	1	0	99.10%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 11/01/2025 **Ends On:** 10/31/2027 **Facility Type:** Jail
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 10/31/2026
Delinquent Juvenile Hold Approval: 6 hrs **Certificate Holder:** Carlton County Sheriff's Department
Special Conditions:

Approved Capacity Details **Operational Capacity is calculated as a percent of Approved Capacity beds.*

Bed Type	Gender	Approved Capacity	Effective Date	%Operating Capacity	Operational Capacity	Bed Details	Conditions
Secure	Coed	96	10/22/2024	95	91.20		

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance**Total: 3**

1. 2911.5300 SEARCHES, SHAKEDOWNS, AND CONTRABAND CONTROL. Subpart 4. Daily inspections.

A facility shall be inspected at least daily for contraband, evidence of breaches in security, and inoperable security equipment, and shall document the inspection.

Inspection Findings:

Documentation showed that daily inspections were not completed on 24 separate dates from March 2025 to May 2025.

Corrective Actions:

The facility updated its procedures to ensure daily inspections are completed and documented. The Inspector will continue to monitor for compliance.

Response Needed By:

2. 2911.5550 LOCKS AND KEYS. Subpart 3. Regular testing.

Locks to security doors or gates shall be tested for proper function at least weekly to ensure proper operation.

Inspection Findings:

Documentation showed that weekly lock inspections were not completed during 9 separate weeks from January 2025 to May 2025.

Corrective Actions:

The facility updated its procedures to ensure weekly inspections are completed and documented. The Inspector will continue to monitor for compliance.

Response Needed By:

3. 2911.7200 HOUSEKEEPING, SANITATION, AND PLANT MAINTENANCE. Subpart 3. Department rules.

Plumbing, sewage disposal, solid waste disposal, and plant maintenance conditions comply with rules of: A. the Minnesota State Building Code; B. the Minnesota Fire Marshal's Office; C. the Minnesota Department of Health; D. the Minnesota Department of Labor and Industry (O.S.H.A.); and E. other local government.

Inspection Findings:

Documentation showed that weekly sanitation inspections were not completed during 8 separate weeks from January 2025 to May 2025.

Corrective Actions:

The facility updated its procedures to ensure weekly inspections are completed and documented. The Inspector will continue to monitor for compliance.

Response Needed By:**Chapter 2911 - Essential Rules Not In Compliance****Total: 1**

1. 2911.7300 FIRE INSPECTION. Subpart 4. Weekly inspection.

There shall be an applicable fire code and safety inspection of the facility at least weekly by a designated staff member.

Inspection Findings:

Documentation showed that weekly fire inspections were not completed during 8 separate weeks from January 2025 to May of 2025.

Corrective Actions:

The facility updated its procedures to ensure weekly inspections are completed and documented. The Inspector will continue to monitor for compliance.

Response Needed By:

INSPECTION COMMENTS

The facility will go to biennial inspections.

JJDPA Compliance

On September 23, 2025, a Juvenile Justice and Delinquency Prevention Act audit was conducted.

The Carlton County jail has 6-hour hold approval to hold delinquent juveniles. According to facility records the Carlton County Jail held or processed zero (0) juveniles from October 2024 to February 19, 2025.

DSO: No juveniles were held for status offenses.

Jail Removal: All juveniles were removed from the facility within 6 hours.

Sight and Sound Separation: The physical plant of the facility does allow for sight and sound separation of juveniles from adult inmates.

Report completed By: Rachel Dotseth – Detention Facility Inspector

Signature:

