



# MEETING DOCUMENTATION

Planning • Architecture • Engineering • Interiors • Facility Management

**PROJECT:** Dixon County LEC – Citizens Committee Meeting #12

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**LOCATION OF MEETING:** Ponca Community Building–123 W 3rd St, Ponca, NE 68770

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**PROJECT NO.:** 222701      **DATE:** August 17<sup>th</sup>, 2023      **TIME:** 6:00 PM

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<u>MEMBERS PRESENT:</u>	<u>COMMUNITY/ORGANIZATION:</u>	<u>EMAIL ADDRESS:</u>
Tom Decker	County Sheriff	<a href="mailto:tdecker@dixoncountysheiff.org">tdecker@dixoncountysheiff.org</a>
Dave Armstrong	Rural North	<a href="mailto:armfarm@nntc.net">armfarm@nntc.net</a>
Cindy Purucker	County Clerk	<a href="mailto:clerk@dixoncountyne.gov">clerk@dixoncountyne.gov</a>
Lisa Lunz	County Supervisor	<a href="mailto:supervisoridist5@dixoncountyne.gov">supervisoridist5@dixoncountyne.gov</a>
Larry Boswell	Allen	<a href="mailto:boswell@nntc.net">boswell@nntc.net</a>
Jack Moore	Newcastle	<a href="mailto:gmadiane4@yahoo.com">gmadiane4@yahoo.com</a>
Jeanne Blatchford	Maskell	<a href="mailto:billblatch2002@yahoo.com">billblatch2002@yahoo.com</a>
Verlin Hanson	Concord	<a href="mailto:hansonfarms@nntc.net">hansonfarms@nntc.net</a>
Chuck Chinn	Emerson	<a href="mailto:chiefchinn@abbnebraska.com">chiefchinn@abbnebraska.com</a>
Julie Hartung	Dixon	<a href="mailto:juliehartung@nntc.net">juliehartung@nntc.net</a>

<u>MEMBERS ABSENT:</u>		
Mathew Michl	Martinsburg (Chair)	<a href="mailto:matt67_michl@yahoo.com">matt67_michl@yahoo.com</a>
Ken Pavlushik	Township	<a href="mailto:kenp151@icloud.com">kenp151@icloud.com</a>
DJ Smith	Mayor of Ponca	<a href="mailto:djsmithband.usa@gmail.com">djsmithband.usa@gmail.com</a>
Kari Lowe	Ponca	<a href="mailto:kloweplowe7@gmail.com">kloweplowe7@gmail.com</a>
Ron Mahler	Ponca	<a href="mailto:debron@gpcom.net">debron@gpcom.net</a>

<u>PROCHASKA &amp; ASSOCIATES:</u>		
Curt Field	Prochaska & Associates (P&A)	<a href="mailto:cfield@prochaska.us">cfield@prochaska.us</a>
Steve Johnson	Prochaska & Associates (P&A)	<a href="mailto:sjohnson@prochaska.us">sjohnson@prochaska.us</a>

<u>GUESTS PRESENT:</u>		
Don Andersen	County Supervisor	<a href="mailto:jdander@gmail.com">jdander@gmail.com</a>
Rick Stewart	Local Contractor	<a href="mailto:rickstewartocmi@nntc.net">rickstewartocmi@nntc.net</a>
Cathy Stilwell	County Clerk's Office	<a href="mailto:clerk@dixoncountyne.gov">clerk@dixoncountyne.gov</a>

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## DISCUSSION:

The purpose of the meeting was to consider options for a new Jail, or new Courthouse/County Offices/Jail, in light of previous information gathered by the Committee. The following points were recorded:

1. There were no corrections or comments regarding the Minutes from the March Meeting.
2. Because this group has not met for two previous months, Curt attempted to provide reminders of issues which had been significant at the previous May meeting. The meeting suspension was intended to enable Prochaska & Associates to have updated Project Cost figures, but a number of developments required resolution beforehand.

3. Curt also attempted to describe briefly the issues which had arisen since the May Meeting:
  - An 80% Property Survey was completed and delivered on 6/15, missing critical sanitary sewer information.
  - E&A Consulting Engineers from Omaha was hired to do preliminary Civil Engineering on 7/5.
  - NDOT was consulted and informed E&A that the existing access drive should be removed, with a new entrance point across from and extending Cook Street.
  - If a frontage road was desired, the highway 12 intersection would be required to look like their Exhibit #4.5 (attached), requiring Cook Street paving extending more than 220-feet into the 5-acre site.
  - It was decided that if the County ultimately would own both the Annex and the 5-acre properties, a frontage road would not be required extending northward, and that the two lots should actually be combined.
  - Because the flow level (invert elevation) of the closest sanitary sewer manhole was finally discerned to be 1138, E&A was able to develop a Grading Plan which placed the Building Floor level at 1148 (recall that the BFE is 1145), allowing a gravity-drained sewer pipe extending under the highway. The alternative of a Lift Station constructed specifically for the Courthouse was therefore not needed.
  - On July 6<sup>th</sup>, several department heads from the County offices came to Omaha to discuss possible Floor Plan shortcomings. These items will be incorporated into the present Floor Plan. *The Committee should refrain from thinking of this plan as an actual finished Schematic Design, which will be approached post-bond.*
4. E&A submitted 4 Preliminary Drawing Sheets, together with Quantities of Materials (particularly imported fill) at 2:00pm on the day of this meeting (please see attached). The drawings will also be sent to NDOT to determine if turning lanes will be required at the Cook Street intersection.
5. It was learned at the meeting that the City of Ponca will pay for extending utilities and sewer to the property. It is assumed that this means that the County will be required to pay for the Cook Street intersection paving.
6. Lisa reminded Curt and Steve that a nearby landowner had offered free dirt to the County, and that a local Excavating firm had offered to provide a budget price for the dirt hauling cost.
7. Steve discussed modifications recently made to colored *conceptual* Floor Plan, which attempted to incorporate the issues discussed by the department heads at the July 6<sup>th</sup> meeting. The newer areas will be utilized to formulate a revised building square foot cost.
8. Prochaska & Associates offered to provide an updated Project Cost estimate for the next Citizen's Committee Meeting in September, assuming cooperation from all parties. Next steps for the Citizen's Committee will also be included, including Bond campaign activities; May 2024 is still targeted for the Bond Referendum.
9. Cindy Purucker read from a newspaper article first printed by the *Sioux City Journal* (June 30<sup>th</sup>), then subsequently run by the *Lincoln Journal Star* featuring the existing Courts, County

Offices, and Jail, and describing the County's and Citizen Committee's actions. The coverage is considered very positive, and the County will also put it on their website.

10. Cindy announced to the Committee her retirement as County Clerk by September 1<sup>st</sup>, meaning this was her final meeting. Her presence, knowledge, and friendliness will be very much missed.
11. Curt will follow up with DJ and others with the City of Ponca regarding related project issues of their concern, such as legal requirements and cost-sharing options.
12. The meeting concluded at approximately 7:30pm. The next Citizen's Committee Meeting is scheduled for Thursday, September 21<sup>st</sup>, (third Thursday of the month) at the County Annex building, at 6:00pm.

BY:   
Curtis Field, AIA  
Architect - Principal

August 18<sup>th</sup>, 2023

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Date

*If any of the parties who were present take exception to these meeting notes, please notify Prochaska & Associates within five (5) days of issuance for correction, or they shall be presumed to stand as written.*

## PROCHASKA & ASSOCIATES

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