

MINUTES OF THE PONCA CITY COUNCIL MEETING HELD 6.30.25

Mayor DJ Smith called the meeting to order at 7:00 PM on Monday, June 30th, 2025, and referenced the meeting recording process, optional sign-in sheet and Open Meetings Law posting. All those present stood and recited the Pledge of Allegiance. Council members, Kristie Henjes, Josh Blatchford, Eric Bevelhymmer, Dillon Rickett, Ron Mahler and Marcus Burki were present for Roll Call. Prior notice of the meeting and agenda were provided to the Mayor and all Members of the Governing Body. Notice of the meeting was distributed and posted at the Ponca City Hall, US Post Office-Ponca, Ponca City Library, Bank of Dixon County, Keller's Pharmacy, and the Dixon County Courthouse.

Mayor Communications

Mayor Smith gave an update on the happenings of the City since May 19th. He had been working with Jaime and Travis on budget items. Had walked around the city with Steve and Travis after construction for the water project and notes that seeding grass is still needed. There was flooding on the West side of town, and he has been working with property owners and NRD for prevention and clean up. It had not only effected property owners but the city park on the West end of town. He has met with both the board of supervisors for the courthouse and Jaime and Heather Craig-Oldsen about Community Center updates. The city did receive a check and a letter from Leland Minor about the case regarding Denise Peterson. It was a settlement check and a letter explaining the settlement. DJ will send a formal notice to the paper for citizens to read. There will be Mayor Coffee Hour on Friday, July 18th at 10AM in council chambers. Notice of that will be in the paper as well.

Consent Agenda

Mayor Smith stated to the Governing Body that the City Clerk-Finance Directors' June Claims & Accounts Payable Report, Fund Balance/Treasurers Report, City Budget Cash Report, General Journal Entry Report, Bank Statements and Check Register Report, and NPAIT statements were included in the Council Meeting Package sent out. Motion was made by Bevelhymmer and a second by Burki to approve the Consent Agenda. The following Councilmembers voting "YEA": Henjes, Burki, Blatchford, Rickett, Bevelhymmer, Mahler. Councilmembers voting "NAY": None. Motion passed 6-0.

Proclamations, Presentations. Appointments, Affirmations & Introductions

Reports & Updates

Travis Olander gave the City Administrator's Update and Street Update. He has been working with the contractors on the Water Project. There are a few items that Steve Harris will need to tidy up on town before they are labeled completed. The water tower is currently being sand blasted and will be painted soon. He has been working on building codes and permits. There have been FOIA requests that he has forwarded to Matt. He has worked with Jaime on budget items and has been doing prep for Frog Days in August. He has also been mowing, working with summer rec on ballfield project, which is almost complete, and clean up at the park on the west side of town.

Steve Brinkmann updated the council on the water/sewer department. He has had 31 one calls. He is working on water leaks. There will be a bid for a new valve for the sewer plant at the July meeting. Steve has been working on the water project. He states that someone from NRD has reached out to the city to be at the meeting in July. He wants to meet with farmers about well head protection. This is not a city project and none of the information will go to the City. There was a resident that was reimbursed for water lines being damaged during the water main portion of the project. There were two other residents that had minor issues that the city had paid for a plumber to fix. It was debris in the lines and in turn, it clogged their lines.

Omar Crawford addressed the council for Code Enforcement update. He was injured on his personal time and is waiting for authorization from his doctor.

The Library board submitted a report.

The Volunteer Fire and Rescue submitted their report.

City Attorney's Report

Matt Munderloh was not present

Public Hearings

None.

Unfinished Business

Agenda Comments/Speakers

None.

New Business

Schweers presented 6 sealed bids to be opened for the 2021 DC Trailer that was out for bid from the Fire Department. All 6 bids were sealed and labeled and opened in public forum. The fire department had submitted a letter for the council to authorize the winning bid on their behalf if it was over a certain dollar amount. The winning bid was submitted by Jim Kastning in the amount of \$6001.50. A motion was made by Rickett and seconded by Mahler to accept the bid submitted for \$6001.50. Councilmembers voting "YEA": Bevelhymer, Blatchford, Burki, Henjes, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers presented a bid tabulation put together by Chad Kehrt for the Gas Meter Bid that was held on June 5th. There was one bid received. The bid was awarded to Dutton-Lainson Co. in the amount of \$347,988.36. Schweers is hoping to pay for materials this fiscal year since it was budgeted and labor and installation next spring and summer when the meters would be installed. A motion to approve the bid submitted by Dutton-Lainson was made by Blatchford and seconded by Bevelhymer. Councilmembers voting "YEA": Burki, Blatchford, Bevelhymer, Rickett, Henjes, Mahler. Voting "NAY": none. Motion passed 6-0.

Schweers presented a Pay Estimate to Maguire Iron for \$45,810. A motion was made by Henjes and seconded by Mahler. Councilmembers voting "YEA": Bevelhymer, Blatchford, Burki, Henjes, Rickett, Mahler. Voting "NAY": none. Motion passed 6-0.

Olander presented a bid and photos for the removal of 4 trees and stumps at ballfield #1. They are pine trees that have outgrown their space and are impeding line of sight while entering and exiting the parking lot. The bid was from King Logging, and it was for stump removal. The city feels confident about removing the trees as there are no power lines or buildings nearby. A motion was made by Blatchford and seconded by Bevelhymer to approve the tree and stump removal at Ballfield #1. Councilmembers voting "YEA": Rickett, Henjes, Burki, Bevelhymer, Blatchford, Mahler. Councilmembers voting "NAY": none. Motion passed 6-0.

Schweers presented Resolution 2025-02; Highway closure for the car show during Frog Days. Travis needs to have this to the State no later than July 1st. A motion to approve Resolution 2025-02 was made by Bevelhymer and seconded by Mahler. Councilmembers voting "YEA": Bevelhymer, Blatchford, Burki, Henjes, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Olander presented a bid for 2 round planters to be placed on East Street in lieu of the flowers that are currently there. The planters are 18 inches high so it will not impede line of sight at the intersection. The thought behind the planters is to keep animals out of them and it will be easier for weed control. A motion to approve the 2 planters to be placed on East Street was made by Henjes and seconded by Burki. Councilmembers voting "YEA": Bevelhymer, Blatchford, Burki, Henjes, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers had presented 3 bids for trash collection. The contract with the City's current collection company will be up at the end of the year. She had suggested that the council get public input as the City is just the facilitator and trash collection does not generate revenue. After discussion, there will be a public hearing advertised for July, and the public can put their input. No action taken.

Schweers stated that she had met with the library director and library board in June. They want to open a separate checking account for library expenses. This would be run exactly like the fire department had changed to in the previous year. The account would not be open until October 2025. A motion to approve the library checking account was made by Blatchford and seconded by Mahler. Councilmembers voting "YEA": Bevelhymer, Blatchford, Burki, Henjes, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers stated that during the library meeting that the library board is wanting to open an NPAIT account to use for capital improvements. They would have the option at the end of the fiscal year to roll over any

dollars or put in the NPAIT. A motion was made by Bevelhymer and seconded by Burki to open an NPAIT account for the library. Councilmembers voting "YEA": Bevelhymer, Blatchford, Burki, Henjes, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers stated that the library board would like a credit card with a \$500 limit. A motion to approve a credit card with a \$500 dollar limit available October 2025 was made by Mahler and seconded by Blatchford. Councilmembers voting "YEA": Bevelhymer, Blatchford, Burki, Henjes, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers presented the library's proposed budget for discussion. She had met with Kyle earlier in the month and he had some suggestions. The board discussed the proposed budget, and Mayor Smith will reach out to the library board president with suggestions. No Action Taken.

Schweers presented proposed wages for employees for FY 2025-2026. This was also presented with Kyle, and the new totals are under budget with this year's budget total so it will be under budget for next year. There was discussion and suggestions. No Action Taken.

Mayor Smith had received a letter of resignation from Burki from his seat on the Council. He will be moving and no longer meets the requirements of the statute. Dacia Jensen has offered to take his seat. That will be up for a vote in July. A motion to accept the letter of resignation from Burki was made by Blatchford and seconded by Henjes. Councilmembers voting "YEA": Bevelhymer, Blatchford, Henjes, Mahler, Rickett. Abstaining: Burki. Voting "NAY": none. Motion passed 5-0.

Governing Body Comments and Correspondence

Mayor Smith asked if there were any future agenda requests for consideration or administrative action. Next Ponca City Governing Body Meeting scheduled for Monday, July 28th following the Public Hearing for Trash Services that starts at 6:30PM

Adjournment

A motion to adjourn the meeting was made by Blatchford at 8:51 PM and seconded by Mahler. Councilmembers voting "YEA": Rickett, Henjes, Blatchford, Bevelhymer, Mahler. Voting "NAY": none. Motion passed 5-0.

Mayor; DJ Smith

City Clerk- Finance Director; Jaime Schweers