

# **MINUTES OF THE PONCA CITY COUNCIL MEETING HELD 9.29.25**

**Mayor DJ Smith** called the meeting to order after the Public Hearing that started at 6:30 PM on Monday, September 29, 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, Dacia Jensen, and Ron Mahler 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 stated that the City was awarded 38,210 dollars from the Gardner Foundation for Friendship Park. There are items in the packet for that park to be discussed. There was water and mud issues that arose in the park this spring and summer, and where the court and playground equipment are planned, will be out of the spillway. Per the guidelines of the grant, the project needs to be completed by 12/31/25.

## **Consent Agenda**

Mayor Smith stated to the Governing Body that the City Clerk-Finance Directors' September 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. A Motion was made by Blatchford and a second by Bevelhymmer to approve the Consent Agenda. The following Councilmembers voting "YEA": Henjes, Blatchford, Rickett, Mahler, Bevelhymmer, Jensen. Councilmembers voting "NAY": None. Motion passed 6-0.

## **Proclamations, Presentations. Appointments, Affirmations & Introductions**

### **Reports & Updates**

Travis Olander submitted a report for Streets and Administration.

Steve Brinkmann updated the council on the water/sewer department. He has had 23 one calls. He met with Midwest Assistance Program about the water department 3-year sanitary survey. He worked on the meter pit at the state park, replaced 2, 2-inch meters, cleaned water department buildings, and inventoried all fire hydrants in town and at Dakota View. HOA is at the water tower with electricians. They are getting ready to put in new well and booster pump controls. Steve stated that during the morning of September 20<sup>th</sup>, the booster pump that feeds the Schram addition, Esther Street, up the Spur, and Dakota View will be down. Those residents will either have light water pressure or lose water completely. He was just given that information right before the meeting and will make every attempt to notify the effected residents.

Code Enforcement submitted a report.

The library board submitted a report.

The Volunteer Fire and Rescue submitted their report.

### **City Attorney's Report**

Matt states that he has worked with City Staff on some subdivision issues within the 1-mile of the City, drafted a letter to Gill Hauling for termination of services, consulted with Friendship Park issues that arose, and spoke with a caseworker from Iowa Department of Corrections on the Sex Offender Ordinance.

### **Public Hearings**

A Public Hearing for the 25-26 Budget for the City of Ponca was opened at 6:30PM. Copies of the budget were available to the public and all council members. There was no public present. A motion to close the Public Hearing for the 25-26 Budget was made at 6:35 PM by Blatchford and seconded by Mahler. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

### **Unfinished Business**

None.

## **Agenda Comments/Speakers**

None.

## **New Business**

Schweers presented Resolution 2025-06; Setting the Property Tax Request. A motion was made by Bevelhymmer and seconded by Jensen to approve Resolution 2025-06. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers presented Ordinance 491; 2025-2026 Annual Appropriation Bill. A motion was made to waive the three-reading rule by Bevelhymmer and seconded by Blatchford. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0. A motion was made by Bevelhymmer and seconded by Blatchford to approve Ordinance 491; 2025-2026 Annual Appropriation Bill. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers presented Resolution 2025-07; Directing the sale of Surplus Property. The City wishes to present for sealed bid the old white city truck and the red Alice Chalmers tractor. A motion was made by Bevelhymmer and seconded by Rickett to approve Resolution 2025-07. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers presented a bid opening date of October 27<sup>th</sup> at the council meeting. The deadline for bids to be turned in will be Monday, October 27<sup>th</sup> at 11AM. A motion to approve the bid opening for October 27<sup>th</sup> with a deadline of 11AM that day was made by Mahler and seconded by Blatchford. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers presented a final change order on the water meter portion of the project that was submitted by Chad Kehrt. The items on the change order have already been received and installed. A motion to approve the change order was made by Rickett and seconded by Henjes. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers presented a notice of completion for Metering and Technologies. This was drafted by Kehrt and a formal acceptance that their portion of the project is completed. A motion to approve the Statement of Completion for Metering Technology was made by Bevelhymmer and seconded by Henjes. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Councilmembers voting "NAY": none. Motion passed 6-0.

Schweers presented a Final Pay Estimate to Metering Technology in the amount of \$27,411.47. A motion was made by Henjes and seconded by Blatchford to approve the Final Pay Estimate. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Councilmembers voting "NAY": none. Motion passed 6-0.

Schweers presented Pay Estimate 1 to TR Harris for the Union Street Project in the amount of \$223,816.05. A motion was made by Henjes and seconded by Mahler to approve Pay Estimate 1. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers presented Pay Estimate 11 to Maguire Iron in the amount of \$119,475.00. Kehrt suggested holding payment until the erosion issues have been addressed. A motion was made by Henjes and seconded by Bevelhymmer to approve Pay Estimate 11 and to mail payment once the erosion issues have been addressed and completed. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Councilmembers voting "NAY": none. Motion passed 6-0.

Schweers presented the notes from the Tree Board on trees that are needing to be cut down due to dying/disease. 2 bids were submitted for the removal. Daum submitted a bid in the amount of \$10,277 and from King Logging in the amount of \$6,900. A motion to approve the bid for King Logging was made by Bevelhymmer and seconded by Blatchford. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

Schweers presented 2 bids for the concrete work at Friendship Park. 2 bids were submitted for the concrete portion of the pickleball courts. Gill Construction submitted a bid in the amount of \$34,560 and Bevelhymmer Construction submitted a bid in the amount of \$25,200. A motion to award the bid to Bevelhymmer Construction for the amount of \$25,200 was made by Blatchford and seconded by Henjes. Councilmembers

voting "YEA": Blatchford, Henjes, Mahler, Rickett. Voting "NAY": none. Abstaining: Bevelhymmer. Motion passed 5-0.

Schweers presented a bid from Marx Trailer for a snowplow for the street truck that was approved at the last meeting in the amount of \$8,750. A motion to approve the bid for \$8,750 made by Mahler and seconded by Blatchford. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

**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, October 27<sup>th</sup> at 7:00 PM.

**Adjournment**

A motion to adjourn the meeting was made by Blatchford at 7:15 PM and seconded by Bevelhymmer. Councilmembers voting "YEA": Bevelhymmer, Blatchford, Henjes, Jensen, Mahler, Rickett. Voting "NAY": none. Motion passed 6-0.

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Mayor; DJ Smith

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City Clerk- Finance Director; Jaime Schweers