



MEETING DOCUMENTATION

Planning • Architecture • Engineering • Interiors • Facility Management

PROJECT: Dixon County LEC – Citizens Committee Meeting #4

LOCATION OF MEETING: Dixon County Courthouse Annex Building, 59140 Hwy. #12, Ponca, NE

PROJECT NO.: 222701 **DATE:** August 18th, 2022 **TIME:** 6:30 PM

MEMBERS PRESENT:	COMMUNITY/ORGANIZATION:	EMAIL ADDRESS:
Larry Boswell	Allen	boswell@nntc.net
Verlin Hansen	Concord	hansonfarms@nntc.net
Chuck Chinn	Emerson	chiefchinn@abbnebraska.com
Mathew Michl	Martinsburg	matt67_michl@yahoo.com
Jeanne Blatchford	Maskell	billblatch2002@yahoo.com
Julie Hartung	Dixon	juliehartung@nntc.net
Ron Mahler	Ponca	debron@gpcom.net
Ken Pavlushik	Township	kenp151@icloud.com
Jack Moore	Newcastle	gpajack53@yahoo.com
Cindy Parucker	County Clerk	clerk@dixoncountyne.gov
Tom Decker	County Sheriff	dixonso@dixoncountyne.gov
Lisa Lunz	County Board of Supervisors	supervisordist5@dixoncountyne.gov

MEMBERS ABSENT:		
Julie Hartung	Dixon	juliehartung@nntc.net
Kari Lowe	Ponca	kloweplowe7@gmail.com
John Leader	Ponca	jleader@bop.gov
		leader65@hotmail.com
Dave Armstrong	Rural North	armfarm@nntc.net
Blake Eisenmann	Rural South	blake_eisenmann@hotmail.com

PROCHASKA & ASSOCIATES:		
Steve Johnson	Prochaska & Associates (P&A)	sjohnson@prochaska.us
Curt Field	Prochaska & Associates (P&A)	cfield@prochaska.us

GUESTS PRESENT:		
Don Andersen	County Board of Supervisors	jdandersen@gmail.com
Cindy Geis		
Bruce F. Curry		
Rick Volkman, Editor	Nebraska Journal Leader	editor@gpcom.net

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. Minutes of the previous (7-11-22) Citizens Committee Tour of the Thurston County Jail were distributed, and had also been previously emailed to each Committee member.
2. Various members offered candid comments from the Thurston County Jail tour, held in July.

Some collected comments included:

- Concern for how the males and females were separated in the Jail Housing Units
 - Concern for how unprotected the staff might be at the Booking Counter
 - Concern for the possible HVAC system ductwork deficiencies—leading to claims of insufficient dehumidification
 - Noted the Jail Administrator’s satisfaction with the degree of Storage.
 - Recalled the Thurston County Jail Administrator’s preference for location of the Jail in closer proximity to the Courthouse.
3. The members were asked to comment on the adequacy of the Preliminary Structural Report of the existing facility, as provided by Prochaska & Associates. After further discussion, the Committee asked Prochaska & Associates to arrange for a Structural Engineer’s Report as soon as possible, to enable a County Board decision to hire by their next Meeting, scheduled for August 25th. Motion was offered by Ron Mahler, seconded by Jack Moore, and passed unanimously. Curt will send an RFP draft to Lisa for review prior to sending it to the Engineer.
 4. Curt commented that the research done prior to this point would now need to be clarified to enable Committee decisions and direction for next steps. The presentation at this meeting is designed to facilitate that Committee action.
 5. Several slides were presented describing an evaluation performed on the existing Courthouse/County Offices property to determine if all of the Program area for the Law Enforcement Center would fit. From the prior *Needs Assessment* phase, a Program Area of 14,421sf was established for a 16-bed stand-alone facility, to include Sheriff’s Offices and Jail. A three-story Addition of at least 12,090sf could be placed behind the 1939 County Offices facility, and the existing third story Sheriff’s Office/Jail could be remodeled to contribute another 3,100sf, totaling 15,190sf, which exceeds the Program requirement. Such an addition would extend all the way to the south alley property line, but would not require vacating the alley.
 6. Steve Johnson had prepared a “proof of concept” set of very preliminary Floor Plan drawings to further investigate how such an Addition/Remodel project might relate to the remainder of the existing building, utilizing a drive-through Vehicular Sallyport, two Elevators, and a mezzanine-type Cell and Dayroom configuration, with precast steel cells, and a common rear utility chase.
 7. Pages from the prior *Needs Assessment* document Law Enforcement Center Program Area were shown to remind the Committee of the source used. In addition, Prochaska & Associates (PA) will assume that the present area of the Courthouse (two floors totaling 5,586sf), and the remaining County Office areas (not considering the Jail floor) would be of sufficient area (totaling 8,482sf) if used as Program Area for a new stand-alone facility.
 8. Some sentiment was expressed by Committee members to consider only a completely new stand-alone facility, replacing Courthouse, County Offices, and Jail. Curt asked simply for Committee patience to consider all of the pros and cons of both an Addition/Remodel to the existing facility as well as a new stand-alone replacement facility.
 9. Preliminary Cost projections were presented for both the Addition/Remodel concept, as well as for the total Program Area assumption for a new stand-alone facility. The Addition/Remodel Concept also assigned budget costs for most of the deficiencies listed in the prior *Needs Assessment* document. Both Budget projections attempted to account equally for “Design Contingency”, as well as conservative assumptions for inflation encountered prior to actual bidding, and for likely Soft Cost allowances. The source for square foot cost figures used was *R.S.Means*, an industry-wide reference used by Architects and Contractors.

10. The Addition/Remodel Cost Projection sheet suggested a budget cost of \$9,956,804 and the Stand-alone Replacement Facility Cost Projection suggested a budget figure of \$16,824,324. The cost of property acquisition, while technically a soft cost (meaning not part of a General Contractor's Bid) is often very difficult to ascertain, and can vary widely between possible properties under consideration. Also, in-town lots served by municipal utilities will cost far less to develop than "greenspace" properties requiring utilities connections routed from some longer distance.
11. To evaluate future properties for consideration as possible locations for stand-alone facilities, a "block diagram" shape for a single-story area using the *existing* Courthouse/County Offices area, as well as the 14-bed prototype Law Enforcement Center Floor Plan (also from the Needs Assessment) will be used. Further Floor Plan development of a future Courthouse/County Offices facility, as well as the law Enforcement Center prototype, will be performed following preliminary Committee decisions based upon all primary site development criteria.
12. Curt and Steve presented two maps provided by Shea Scollard at Dixon County Emergency Management depicting "100-year", "500-year", and "Flood Awareness Areas" for the affected area in Ponca surrounding Aowa Creek, which is south of the Courthouse property, paralleling Highway 12. The northern edge of the 100-year zone appears to be just across the West 3rd Street right-of-way from the Courthouse, to the north. This is significant because a new structure built in this area must have its lowest level (Main Floor) at least 1-foot above this actual elevation. A formal Property Survey would be needed to establish this particular elevation at this precise location.
13. The presentation concluded with an example Iowa County where Prochaska & Associates assisted with a recent Jail Addition to a Courthouse, also on the Historic Register, on land adjacent to or within the 100- and 500-year flood zones, and the soil level beneath that Jail Addition was merely raised to the proper elevation. Two drawings were depicted describing "before" and "after" construction conditions.
14. Several sites in Ponca or in the County were mentioned by various Committee members for possible consideration of a stand-alone facility, either for the entire "Justice Center" (Courthouse, County Offices, Sheriff's Offices and Jail), or for a "Law Enforcement Center" (or "LEC" - Sheriff's Offices and Jail only), and Prochaska & Associates will attempt to evaluate each for their potential. The various sites to be considered are:
 - The Martinsburg property (offered at no cost; approximately 5 acres; no natural gas availability; no Courthouse/County Offices possible)
 - Property east of and adjacent to the County Annex Building (currently agricultural use; should have all utilities; could possibly share an approach road with the Annex Building)
 - A lot in Ponca adjacent to the Journal Leader Editor's property (verify this – nothing further known)
 - Property adjacent to the City Park on the west end of town on Highway 12 (verify this – nothing further known)

Additional lots as suggested by Committee Members can certainly be considered for development potential in the future. Results of these evaluations will be compared against one another, and will be used for comparison with the conceptual work done fitting an Addition on the existing property.

15. Sheriff Decker offered to set up a tour of the Antelope County Jail in Neligh, NE (approx. 75 mile drive) in lieu of the September meeting. He will speak to the Antelope County Sheriff regarding possible dates and times available. Several of the Committee expressed a desire to attend,

particularly if the tour could be arranged for earlier in the day.

BY: 
Curtis Field, AIA
Architect - Principal

August 19th, 2022
Date

If any of the parties 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.

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