

Dunn Center City Council Special Meeting Wednesday November 5th, 2025. Mayor Shasta Blackford called the meeting to order at 5:30 PM. The members present were Colton Medley, Zachary Pavlicek, and Daniel Binek. Also present were Chantel Entze, James Meeker, and Cory Ravnaas.

New Business:

Daniel Binek motioned to approve the hire of Kayden Pavlicek at \$27 per hour for no more than 30 hours a week at a length of 4 weeks to help get city books up to date. Colton Medley 2nd. Colton Medley and Daniel Binek Ayes. Zachary Pavlicek s/d. M/c.

Ravnaas explains that BEK would like to lower their retainage cost. Ravnaas asked BEK to draft a letter which Ravnaas presented at the meeting. It explains that BEK consulting is requesting that the retainer for this project be reduced and held to 50% of the contract amount of the project, as per the agreement form. That dollar amount would be \$4,470,075.75. That amount would be the held retainage until substantial completion. Ravnaas says that this sounds fair since project is 75% complete as of today. Medley expresses concern about BEK not returning in a timely fashion to finish project before Independence Day 2026. Ravnaas said he told BEK that was going to not be a concern because Dunn Center still owes them more than half a million dollars and will make sure that Dunn Center is 1st on the list to return in the spring. Ravnaas told BEK that the new retainage amount will be in Pay App #7. Medley says that for a future meeting he would like to discuss further installing curb & gutter on 1st Ave and the alley way between that and the church to be paved. Ravnaas said to add that curb and gutter and that alley way would cost around \$100,000 and that is about the savings that Dunn Center has made on this project suggesting that those savings can be put towards that sort of thing.

Change order 4 was to crush the asphalt and concrete which estimated about 2000 tons and Ravnaas believes it turned out to be around 2500 tons. 1500 tons were put down on the streets that didn't get finished. Ravnaas says will need nearly 3000 tons to finish the job and that was planned to be bought as classified gravel.

Blackford asks Ravnaas if he can prep the change order for the curb & gutter and the alley way that Medley had mentioned. Ravnaas asked not to put that much pressure on him for the November meeting and said that it can be done by the December meeting. Blackford tells Entze to make sure that it makes the agenda for December.

Medley asks if there needs to be a motion for the BEK retainment. Blackford says yes.

Medley motioned to accept a reduction in the retainage amount based on the recommendation of the engineer and to be included in the next pay app #7. Zachary Pavlicek 2nd. Colton Medley, Zachary Pavlicek, Daniel Binek Ayes. M/c.

Ravnaas asked council if there are any questions about the way things will be left for the winter. Blackford explained that at the last Senior Luncheon there were concerns about the streetlights being installed. Ravnaas explains that lights are being shipped from the factory November the 7th and would take at least 3-5 business days to make delivery. Ravnaas is hoping that by Thanksgiving the phase 2 lights will be installed. Ravnaas continues updates in other areas of the project: hydro seeders will be back, WINN will keep pouring until done. Blackford asks if concrete may be poured in freezing temps, Ravnaas says there is a cold weather pour procedure that is gone through and WINN will follow that. After that then cleanup and phase 2 mailboxes returned to their proper places. March is the expected month that BEK will be back to start construction again and get this projected completed.

Blackford says to move on.

Zachary Pavlicek motioned to purchase a sand spreader from Wolff's Auction for the price of no more than \$6,000. Daniel Binek 2nd. Colton Medley, Zachary Pavlicek, Daniel Binek Ayes. M/c.

It was brought to the councils attention that there was mold build up in Apartment #6 AC unit. Blackford says that the city has the funds to buy new ones because mold is definitely not anything to be messed with. Meeker was told by Western Heating that the apartments had never been set up with a yearly service contract, Blackford said that is untrue information and knows that they were on a contract before Western Heating and Air was bought by new owner. Meeker has already ordered two units for the apartments that did get inspected. Collin from Western Heating and Air told councilperson Ewer that they would be \$5000 per unit. Medley asked questions about what kind of units they are and when these ones were installed. Blackford explains they are a regular wall unit and were last installed in 2008. Binek says it sounds like it is time to replace and not even try to mess with cleaning these ones. Zachary Pavlicek motioned to purchase all new AC units for all apartments and to set up a yearly service contract with Collin at Western Heating and Air for all AC units. Colton Medley 2nd. Colton Medley, Zachary Pavlicek, Daniel Binek Ayes. M/c.

Daniel Binek motion to adjourn the meeting. Zachary Pavlicek 2nd. Colton Medley, Zachary Pavlicek, Daniel Binek Ayes. M/c.

Next scheduled regular meeting will be held on Thursday, November 13th, 2025 at 6 PM.

These minutes may be published subject to the governing bodies reviews and revisions.

Auditor

Chantel Entze

Mayor

Shasta Blackford