

Dunn Center City Council Meeting Thursday, November 13th, 2025. Mayor Shasta Blackford called the meeting to order at 6 PM. The members present were Colton Medley, Zachary Pavlicek, Daniel Binek, and Jeremiah Ewer. Also present were Chantel Entze, James Meeker, and Leo Piatz.

Public Comment: One public comment received from city resident Leo Piatz. His concern was with streetlights and mailboxes not yet being put back in place. He says that the lights not being put in place is a safety issue. Mayor Blackford asked if the lights will be put back this year, Medley and Binek responded that the streetlights should be put back in the next couple of weeks and that MDU employee Dawson Dutchuk has said he can assist with things like that when need be. Medley asked to wait for the next two weeks to see how far Dennys Electric gets by putting the lights in before the city asks MDU to put in temporary lights. Medley says that he is pretty sure that the lights will only be installed where sidewalk has been finished and just to be patient in the meantime and give BEK the chance to get their job done.

Moving onto putting the mailboxes back in place. Blackford said that on streets that have not been finished for the MIP will not get their mailboxes back for the winter. These streets include 2nd St W, 1st Ave NW, and 3rd St W. Piatz said that he will just move his back himself. Blackford said that she will make note of that. Blackford said that she ran into another resident who was walking to get her mail and told her that throughout the winter she or someone from the city would be happy to assist in getting their mail to them until the project is complete. Blackford extended the same courtesy to Mr. Piatz. Mr. Piatz responded with they can just be put back where they belong and move them back to their temp spot when construction resumes in the spring. Medley said that BEK was hesitant to do that, but that it also came to the postal service as well because they did not want to keep jumping the mailboxes around so that it would be easier to get mail to residents.

No motions made. Informational only. Public Comment Concluded.

Mayor Blackford moves on to item #4: Modification(s) and/or Approval of the Agenda (Set and Approve Agenda/Consent Agenda) Colton Medley motion to set and approve the agenda. Daniel Binek 2nd. All Ayes. M/c.

Colton Medley motion to approve the October 9th Regular Meeting Minutes. Zachary Pavlicek 2nd. All Ayes. M/c.

Daniel Binek motioned to approve the October 27th and November 5th Special Meeting Minutes. Jeremiah Ewer 2nd. All Ayes. M/c.

Daniel Binek motion to approve the October Financial Reports. Zachary Pavlicek 2nd.

Discussion: Mayor Blackford informed attendants that Kayden Pavlicek has started at the beginning of the week and finer reports to come soon. All Ayes. M/c.

Colton Medley motioned to approve the October Bills. Jeremiah Ewer 2nd. Discussion: Colton Medley asked what the In Control bill was for. Entze provided bill to show that it is a quarterly charge. All Ayes. M/c.

Old Business:

Mayor Blackford learned from LoAnn Roshau, Dunn County's communication specialist, that the Text My Gov program has hidden fees, including charges for word count and emojis. Instead, LoAnn suggested creating a resident spreadsheet for Dunn Center at no cost. The city will send permission slips with utility bills for residents to sign up by providing their name and cell phone number. Blackford recommended not using Text My Gov. Colton Medley motioned to not use Text My Gov. Zachary Pavlicek 2nd. All Ayes. M/c.

New Business:

Blackford shared an email from the city attorney stating that condemning buildings in Dunn Center would begin with hiring a private inspector. This inspector would independently identify buildings for condemnation and report to the council. Blackford suggested the council start seeking quotes for this process. Medley asked if the inspector would work independently or need input from the city; Blackford clarified the inspector handles everything and presents their recommendations to the city, which then involves the health department. Blackford also noted that property owners can benefit from JDA funding covering up to 50% of condemnation costs. The property owner is required to submit receipts to the JDA as evidence of incurred costs and obtain approval from the Dunn Center City Engineer confirming that all procedures were properly completed and no hazards remain. Jeremiah Ewer made a motion to receive quotes from licensed inspectors. Zachary Pavlicek 2nd. Discussion: Medley spoke to city of Killdeer and was told that there may be list of recommendations already. Blackford told Entze to make a note to contact the county and ask what the next best step in this process would be. All Ayes. M/c.

Blackford discussed the city's annual Christmas party for children, noting that prior events have featured either a movie or Christmas crafts. Santa typically arrives and distributes WalMart gift cards. The event operates on an annual budget of \$1,000. Blackford also asked Meeker about the status of setting up Christmas decorations across the city, referencing a previous motion to purchase two new street decorations each year until all were updated. She believes the updates are complete but requested confirmation.

Meeker said he would coordinate with Dawson Dutchuk on when to begin installing the decorations, as he was informed that Dutchuk handles the setup. Blackford corrected this, stating that it is actually the responsibility of city maintenance. When Meeker questioned whether he should use the bucket, the council clarified that the city's recently purchased man basket was intended for this purpose.

Medley proposed buying a banner to hang across Main Street, but concerns were raised due to past accidents where banners became entangled with farming equipment and were damaged. Blackford reminded the group about the Christmas house decorating contest. Medley inquired if there was a set date for the Christmas party, and whether one would be decided soon. Blackford said she wanted the event to remain top-of-mind and suggested making a motion for the budget.

Meeker was advised to wait until after Thanksgiving to start setting up the decorations. Blackford noted that motions needed to be made regarding the Christmas party budget, the house decorating contest, and replacing no more than two decorations if necessary.

Colton Medley moved to set a \$1,000 budget for the kids' Christmas party, approve the house decorating contest, and allow for the replacement of up to two hanging decorations if needed. Zachary Pavlicek 2nd. Discussion: Meeker asked about switching out the rope lights on City Hall for permanent color-changing lights operated by an app. Medley questioned if the motion needed to be amended for this, but Blackford confirmed it was already included. All Ayes. M/c.

Engineer Report:

No Engineer Report for this meeting.

Maintenance:

Meeker reported that the snowplow will arrive by the 21st and suggested replacing the generator's heater at the lift station due to starting issues at low room temperatures. Medley clarified the heater type needed and confirmed the building is insulated. Meeker recommended installing a building heater and adding a battery maintainer, noting similar problems at the pump house despite recent thermostat replacement. Colton Medley motioned to approve the purchase and installation of heaters for both the lift station and the pump house. Jeremiah Ewer 2nd. All Ayes. M/c.

Meeker noted that while the generator for the water tower is connected, the bathroom generator remains unhooked, despite a transfer switch being available. He doesn't understand the reason for this delay, as he was told it wouldn't be completed until next year. Meeker also mentioned that the trench digging left a significant dip, which creates a fall hazard for children, and was informed that no one plans to return to fix it. Medley stated

he would talk to the responsible parties to ensure the dip gets repaired. Meeker recommended withholding payment until the job is properly finished. Blackford inquired if AH Inc. was responsible for the work and, upon confirmation, asked Entze about any billing received. Entze reported that there were no bills for this project included in October's accounts. Payment will be withheld until dirt work is completed. **Informational only. No motions made.**

Entze informs the council that apartment 6 is still having issues with the heater in the living room. It was said to leave the thermostat on and see if it kicks in and it never did. Entze asks council what they want done for this issue. Meeker was told by the previous tenant to the apartment that all was needed to do was turn the thermostat on until it clicks and then wait for it to heat, it was stated that there was never a problem with it not working in the past. Meeker says he will take his tester and test the thermostat and if not working he will replace it.

Meetings:

Council agrees that all meetings attended are all compensated and accounted for.
Informational only. No motions made.

Colton Medley motion to adjourn the meeting. Jeremiah Ewer 2nd. All Ayes. M/c.

Next scheduled regular meeting will be held on Thursday, December 11th, 2025, at 6 PM.

These minutes may be published subject to the governing body's reviews and revisions.

Auditor

Mayor

Chantel Entze

Shasta Blackford

Bills: Salaries: \$13,419.37 **General:** Advanced Business \$90.65; Bakken Electric \$1,443.62; BEK Consulting \$1,687,198.30; BCBS \$3,539.41; Bosch Lumber \$1,734.67; Bravera Bank \$4,154.28; Consolidated \$477.93; Dakota Petroleum Services \$6,500.00; Far West Equipment \$1,050.00; Farra Meeker \$125.00; Hyalite Engineering \$60,967.50; In Control Inc. \$782.25; JE Builders \$6,389.00; Loren Dewhirst \$5,600.00; M&J Services \$10,175.00; MDU \$1,515.63; MGM Rural Sanitation \$3,203.62; ND One Call \$26.40; PSN \$49.95; RJH & Assoc, Ltd \$975.00; Schmalz Bros. \$2,357.92; Schmidt Repair \$2,205.00; SW Water Authority \$7,980.22; Western Choice Coop \$1,865.40; Wolff's Auction \$2,250.00
Total: \$1,812,656.75