SPECIAL MEETING MINUTES
DUNN CENTER CITY COUNCIL

Date	Time	Location
December 11, 2025	6:00 PM	3 Main Street W Dunn Center, ND 58626

ROLL CALL:

- President Shasta Blackford
- Vice President Colton Medley
- Council members Jeremiah Ewer, Zach Pavlicek and Daniel Binek
- Jim Meeker Public Works
- Bobbi Strait Guest Inspector

PUBLIC COMMENTS:

- None

MOTIONS:

• Medley motioned to approve the agenda. Ewer Binek 2nd. No Discussion. All Ayes. M/C.
• Ewer motioned to approve the November regular and December 8th Special meeting minutes. Pavlicek 2nd. No Discussion. All Ayes. M/C.
• Ewer motioned to approve the November financial reports. Medley 2nd. Discussion: Kayden is working on books. All Ayes. M/C.
• Binek motioned to approve the November bills. Medley 2nd. Blackford let the board know that some bills are showing up in the unpaid reports but have zero balance- Kayden will be looking into this. Roll Call. Medley, Ewer, Pavlicek and Binek Ayes. M/C.

OLD BUSINESS:

• Inspector: Bobbi Strait gave the board a presentation that her services would cost $105/hr. 2 hours minimum and typically takes 5 hours. She would like us to get her a list that we received so she has an idea of all the properties. She would be able to do majority of them from the street. If she does need access to inside, she will need ownership which we can supply, her with otherwise she will have the police department assist her. She also needs copies of our ordinance. She will let letters together and send them to us to send to our attorney for review. Once that is reviewed and approved the letters will be sent out certified. The owner would then have 30 days to respond. If they do not respond, then it would be the city's responsibility to board up the buildings and get county involved. Blackford mentioned the program that the JDA has and would like an application to be sent with letters to them to help with cost of removal of said buildings. Ewer will be point of contact for Strait.

MOTION:

- Pavlicek motion to approve hiring Strait for inspecting homes and buildings in city of Dunn Center. Binek 2nd. No further discussion was given and roll call was taken. Roll Call. Medley, Ewer, Pavlicek and Binek Ayes. M/C.

NEW BUSINESS:

- Cemify Website (cemetery) update - No update given with no auditor present.

MOTION:

• Medley motion to table. Binek 2nd No Discussion. All Ayes. M/C.

- DC P&G Liquor & Beer License

MOTION:

- Medley motion to approve the license for DCP&G from 1.1.26-12.31.26. Pavlicek 2nd. No Discussion. All Ayes. M/C.

ENGINEER REPORT:

- Blackford spoke with Ravnaas about bills for MDU for poles. He advised the city to pay them directly and emailed him the invoices for him to add to a line item on BEK pay apps. No other invoices have been submitted up to this point. Blackford will look through past bills and receipts and email any that pertains to the project. No other updates.

MAINTENANCE REPORT:

- Meeker started off by thanking Binek for help with snow removal. Everything is running smoothly. Electricians should be here on Friday or Saturday to install the heaters. He let the board know that the payloader could use some beet juice. He also mentioned that the snowblower for the city hall is too large for what the job needs.

MOTION:

- Medley motioned to approve that Meeker can get beet Juice for the rear tires for the front loader from Big Horn Tire. Ewer 2nd. Roll Call. Medley, Ewer, Pavlicek and Binek Ayes. M/C. No discission. Roll Call. Medley, Ewer, Pavlicek and Binek Ayes. M/C.

MOTION:

- Medley motion to purchase a snowblower that meets the city hall needs not to exceed $1,000. Binek 2nd Roll Call. Medley, Ewer, Pavlicek and Binek Ayes. M/C.

MOTION TO ADJOURN:

- Medley motioned to adjourn December 12, 2025, regular council meeting. Binek 2nd. All Ayes. M/C.

BILLS:

- SALARIES: $10,285.31

- GENERAL:

Advanced Business Methods $99.70
BCBS $3,539.41
BEK Consulting LLC $623,267.12
Bravera Bank $5,153.99
Consolidated $363.66
Butler Machine $441.00
Ferguson Waterworks $1,200.00
Hyalite Engineering $7,040.00
Industrial Chem Lab & Services INC $566.41
Mackoff Kellogg Law Firm $37.50
MDU $7,274.75
MGM $3,052.62
SW Water Authority $2,664.73
DEQ $401.82
ND ONE CALL $6.00
Rocking Lazy 77 Welding LLC $1,300.00
SW District Health Unit $25.00
Western Choice $5,076.27

TOTAL: $671,795.29

SUBMITTED BY:

Shasta Blackford

Shasta Blackford
Mayor