



City of Dunn Center



REGULAR MEETING MINUTES **DUNN CENTER CITY COUNCIL**



Date

JULY 9, 2026



Time

6:00 PM



Location

3 Main Street W Dunn Center, ND 58626

ROLL CALL:

- President: Shasta Blackford
- Vice President: Colton Medley
- Council members: Zach Pavlicek, Mike Strong
- City Attorney: Christina Wenko
- Absent: Daniel Binek

PUBLIC COMMENTS:

Farra Meeker addressed Council during public comment regarding the City Maintenance Department. Comments included concerns regarding maintenance operations, employee compensation, equipment usage, equipment maintenance, and communication.

City Attorney advised Council that public comment is an opportunity for individuals to address Council and does not require discussion or response from Council.

No action was taken.

MOTIONS:

- Medley moved to approve the agenda. Pavlicek 2nd. M/C.
- Medley moved to approve the June regular and special meeting minutes. Strong 2nd. M/C.
- Medley moved to approve the June financial reports. Pavlicek 2nd. M/C.
- Pavlicek moved to approve the June bills. Medley 2nd. Roll Call Vote: Medley, Pavlicek, Strong— Ayes. M/C.

NEW BUSINESS:

ORGANIZATION MEETING / OATHS OF OFFICE

Council completed organizational requirements following the June election and canvassing process. Council Members Colton Medley and Zach Pavlicek completed their Oath of Office.

Council reviewed current portfolio assignments:

- Colton Medley – Water/Sewer
- Dan Binek – Finance
- Zach Pavlicek – Streets/Staffing/Ordinances
- Mike Strong – Cemetery/Apartments
- Shasta Blackford – Finance/Human Resources

MOTION:

- Medley moved to keep council portfolios as currently assigned. Pavlicek 2nd. Roll Call Vote: Strong, Pavlicek, Medley — Ayes. M/C.

APPOINTED POSITIONS

The following appointed positions completed Oath of Office:

Christina Wenko – City Attorney

Cory Ravnaas – City Engineer

Kayden Pavlicek – City Auditor





FIRST READING ORDINANCE 2026-8 – FIREWORKS

Council reviewed the first reading of Ordinance 2026-8 regarding fireworks regulations.

Discussion included:

- allowed dates and times
- cleanup requirements
- enforcement procedures
- violation process

MOTION:

- Pavlicek moved to approve the first reading of Ordinance 2026-8 Fireworks. Strong 2nd. Roll Call Vote: Strong, Pavlicek, Medley — Ayes. M/C.

TI-ZACK CONCRETE LLC - WATER USAGE AGREEMENT

Council reviewed a request from Ti-Zack Concrete LLC to purchase water from the City for the Highway 200 bridge project.

Discussion included water availability, access location, usage amounts, monitoring, and rate.

MOTION:

- Pavlicek moved to approve Ti-Zack Concrete LLC to purchase water from the City of Dunn Center at a rate of \$28.00 per 1,000 gallons, with City oversight of water access and infrastructure. Strong 2nd. Roll Call Vote: Strong, Pavlicek, Medley — Ayes. M/C.

CEMETERY SURVEY UPDATES / IMPROVEMENTS

Council received an update regarding the cemetery survey project.

Discussion included:

- unidentified grave markers discovered during survey work
- additional sonar mapping
- updating burial records
- coordination with Dunn County Recorder, funeral homes, and state records
- possible future funding assistance

Council also reviewed concerns regarding recently completed cemetery pillar improvements. Discussion included workmanship concerns, plaque installation, and needed corrections.

City will contact the contractor regarding concerns.

No action was taken.

CITY PARK IMPROVEMENTS

PUMP TRACK IMPROVEMENTS

Council reviewed estimates for pump track crack repair and sealing.

Discussion included:

- yearly maintenance options
- grant opportunities
- future turf/rubber surface improvements

Council agreed to continue gathering pricing and grant information.

No action was taken.

PARK IMPROVEMENTS

Council discussed future park improvements including:

- additional benches
- shade structures
- playground equipment replacement
- swing options
- ADA accessibility
- possible grant funding

Council reviewed the playground grant opportunity covering approximately 50% of new playground equipment costs. Discussion was held regarding seeking public input before final equipment selection.

No action was taken.

PAVILION IMPROVEMENTS

Council reviewed options for pavilion wind screens to improve usability during events and rentals.

Discussion included cost, installation options, and future budget planning.

No action was taken.

ENGINEER REPORT

City Engineer provided updates regarding the MIP Project.

Updates included:

- contractor schedule improvements
- remaining street construction
- electrical conduit installation
- paving timeline
- street lighting
- project completion schedule

Engineer reported improved communication and progress following the previous project meeting.

No action was taken.

MAINTENANCE REPORT

Council was informed that the City Maintenance employee submitted resignation.

Discussion included remaining leave time, final payroll, and payout of accrued benefits per City policy.

No action was taken.

MOTION TO ADJOURN:

- Medley moved to adjourn the meeting. Pavlicek 2nd. All Ayes M/C.

These minutes may be published subject to the governing board bodies review and revision.

Next meeting will be held on August 13, 2026 at 6 PM.



BILLS:

VENDORS	Current
ADVANCED BUSINESS METHODS	110.38
AMAZON BUSINESS ACCNT	3,622.64
AMERICAN CONCRETE	550.16
BAKKEN ELECTRIC	3,808.08
BCBS	5,129.32
BENZ OIL	848.32
BOSCH LUMBER	318.60
BRAVERA CREDIT CARD	3,534.39
COLUMN SOFTWARE	529.20
COLTON MEDLEY	4,500.00
CONSOLIDATED	348.97
DUNN COUNTY TREASURER	2,000.00
ENG CURBING & CONCRETE LLC	13,167.00
FAST INITIAL RESPONSE SYSTEMS & TRAINING	538.55
FERGUSON WATER WORKS #2516	4,651.01
GOOGLE VOICE	14.07
MACKOFF KELLOGG LAW FIRM	150.00
MDU	1,345.51
MEDLEY WELDING	1,332.48
MEMO GG CONSTRUCTION LLC	5,750.00
MGM RURAL SANITATION, LLC	3,273.22
MOUNTAIN PLAINS LLC	550.00
NAPA AUTO PARTS	10.49
ND LEAGUE OF CITIES	558.00
ND ONE CALL	40.50
NU PSN PAYMENT SERV CCD	49.95
STATE OF NORTH DAKOTA CHEMISTRY LAB	206.72
SW DISTRICT HEALTH UNIT	30.00
SW WATER AUTHORITY	4,915.97
TOTAL CONTROL INC.	4,370.80
VAN DIEST SUPPLY CO.	5,665.00
WESTERN HEATING & AIR LLC	5,598.00
TOTAL	73,982.94

SALARIES: \$15,995.65

APPROVED BY:

A handwritten signature in black ink that reads 'Shasta Blackford'.

SHASTA BLACKFORD
SHASTA BLACKFORD (Jul 10, 2026 13:36:04 MDT)
Shasta Blackford
Mayor

DRAFTED BY:

A handwritten signature in black ink that reads 'Kayden Pavlicek'.

Kayden Pavlicek
City Auditor

7.9.26

Final Audit Report

2026-07-10

Created:	2026-07-10
By:	City of Dunn Center (dunncenter@ndsupernet.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAf2OtVMNZBqPQPfOuqMA6skjeLZlgsYWD

"7.9.26" History

-  Document created by City of Dunn Center (dunncenter@ndsupernet.com)
2026-07-10 - 7:24:07 PM GMT
-  Document emailed to SHASTA BLACKFORD (shastablackford19@gmail.com) for signature
2026-07-10 - 7:24:13 PM GMT
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2026-07-10 - 7:34:40 PM GMT
-  Document e-signed by SHASTA BLACKFORD (shastablackford19@gmail.com)
Signature Date: 2026-07-10 - 7:36:04 PM GMT - Time Source: server - Signature Appearance Selected: TYPE
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