



City of Dunn Center



REGULAR MEETING MINUTES **DUNN CENTER CITY COUNCIL**



Date

May 14, 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, Daniel Binek, Mike Strong

PUBLIC COMMENTS:

- None

MOTIONS:

- Medley moved to modify the agenda to include BEK Pay Application No. 9 and approve the agenda. Pavlicek 2nd. M/C.
- Medley moved to approve the April regular and special meeting minutes. Pavlicek 2nd. M/C.
- Pavlicek moved to approve the April financial reports. Strong 2nd. M/C.
- Binek moved to approve the April bills with payment to KLJ Engineering withheld until further notice. Pavlicek 2nd. Roll Call Vote: Medley, Pavlicek, Binek, Strong— Ayes. M/C.

OLD BUSINESS:

JULY 3 CELEBRATION UPDATES/ADDITIONS

Council received updates regarding entertainment, food vendors, decorations, tents, fireworks, parade planning, and event logistics. Discussion included food service arrangements with Western Choice and Beaks, fireworks donations, entertainment, parade route modifications, and event layout planning.

MOTION:

- Pavlicek moved to approve an increase to the July 3rd Celebration budget by \$2,000.00 to assist with tents, food, and event expenses. Medley 2nd. Roll Call Vote: Medley, Pavlicek, Binek, Strong— Ayes. M/C.

CITY EQUIPMENT RATES APPROVAL

Council reviewed Resolution No. 2026-15 establishing City equipment rates for FEMA reimbursement purposes and intergovernmental equipment usage.

MOTION:

- Pavlicek moved to approve Resolution No. 2026-15. Strong 2nd. All Ayes. M/C.

DISCUSSION ON SPONSORED LUNCH - LAKE ILO CLEAN-UP DAY

Council discussed plans for the City-sponsored lunch during the Lake Ilo Cleanup Day event, including food, beverages, paper products, and volunteer support. No action was required.

NEW BUSINESS:

REVIEW OF CONDITIONAL USE PERMITS

Council reviewed Conditional Use Permit applications submitted for small animal husbandry, including chickens, goats, rabbits, and pigs.

MOTION:

- Medley moved to approve the Conditional Use Permits as presented. Strong 2nd. All Ayes. M/C.

INCONTROL CONTRACT RENEWAL

Council reviewed the annual In-Control contract renewal for water system software support, security updates, and technical assistance.

MOTION:

- Medley moved to table the In-Control Contract Renewal for additional review. Pavlicek 2nd. All Ayes. M/C.

CONCRETE QUOTES

Council reviewed quotes for the City Hall Flagpole Monument Project and North Slab Project.

MOTION:

- Pavlicek moved to award the Flagpole Monument Project to ENG Curbing & Concrete and award the North Slab Project to AC Concrete. Medley 2nd. Roll Call Vote: Medley, Pavlicek, Binek, Strong— Ayes. M/C.

APARTMENT RENT INCREASE

Council discussed apartment rental rates and the need to gradually bring City-owned apartments closer to market value.

MOTION:

- Pavlicek moved to increase apartment rent to \$800.00 per month effective August 1, 2026, and to \$1,000.00 per month effective January 1, 2027. Medley 2nd. Roll Call Vote: Pavlicek, Binek, Medley— Ayes. Strong — Nay. M/C

GAMING SITE AUTHORIZATION - DC PUB AND GRUB

Council reviewed a Gaming Site Authorization request for DC Pub & Grub. Discussion was held regarding the authorization requirements and continued operation of charitable gaming activities at the establishment.

MOTION:

- Pavlicek moved to approve the Gaming Site Authorization for DC Pub & Grub. Binek 2nd. All Ayes. M/C.

RESIDENT COMPLAINTS

Council reviewed a resident complaint regarding squirrel populations within the City. Consensus was reached to send a response letter acknowledging the complaint and advising that the City will not take action regarding squirrel removal. Residents may take action on their own property in accordance with applicable laws and regulations.

RESOLUTION 2026-16 - ADOPTING UPDATED PERSONNEL POLICIES, WORK SCHEDULES, AND JOB DESCRIPTIONS FOR CITY EMPLOYEES

Council reviewed Resolution No. 2026-16 adopting updated personnel policies, work schedules, and job descriptions for City employees.

MOTION:

- Medley moved to approve Resolution No. 2026-16. Pavlicek 2nd. All Ayes. M/C.

BIOMIST

Council reviewed information regarding Biomist mosquito control products and discussed testing the product during the upcoming spraying season.

MOTION:

- Pavlicek moved to approve the purchase of one drum of Biomist for testing purposes. Strong 2nd. All Ayes. M/C.

BEK PAY APPLICATION NO. 9

Council reviewed Pay Application No. 9 submitted by BEK/BECK in the amount of \$282,559.60. Discussion was held regarding project progress, remaining work, and completion timelines.

MOTION:

- Medley moved to approve BEK Pay Application No. 9 in the amount of \$282,559.60. Pavlicek 2nd. All Ayes. M/C.

ENGINEER REPORT

Engineer updates were provided regarding ongoing infrastructure improvements, remaining asphalt and concrete work, project budget status, and upcoming project milestones.

MAINTENANCE REPORT

Maintenance updates were provided regarding water meter replacement progress, utility system maintenance, and upcoming work assignments.



MOTION TO ADJOURN:

- Medley motioned to adjourn May 14, 2026, regular council meeting. Pavlicek 2nd. All Ayes. M/C.

Next meeting will be held on June 11, 2026 at 6 PM.

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

BILLS:

VENDOR	AMOUNT
ADVANCED BUSINESS METHODS	\$98.04
BRAVERA BANK CREDIT CARDS	\$929.98
AH INC	\$2,955.15
AMAZON BUSINESS ACCOUNT	\$1,202.05
ASPEN CHIC DESIGNS, LLC	\$282.00
BANYON DATA SYSTEMS, INC.	\$1,655.00
BOBCAT OF DICKINSON	\$1,752.48
COLUMN SOFTWARE	\$445.36
CONSOLIDATED	\$4,598.08
CORPORATE WAREHOUSE SUPPLY	\$559.85
DAILY FIX LLC	\$705.00
DAKOTA PARTY RENTAL	\$1,996.90
FERGUSON WATERWORKS #2516	\$347.32
GOOGLE VOICE	\$14.02
GOOSENECK IMPLEMENT	\$347.96
HYALITE ENGINEERS, PLLC	\$42,202.50
JE BUILDERS	\$1,068.34
KLJ ENGINEERING LLC (WITHHELD)	\$3,498.00
LEXIS NEXIS MATTHEW BENDER	\$96.81
MACKOFF KELLOGG LAW FIRM	\$337.50
MAGUIRE IRON, INC.	\$16,850.00
MDU	\$1,793.05
MGM RURAL SANITATION, LLC	\$3,392.11
NAPA AUTO PARTS	\$273.42
ND ONE CALL	\$34.50
NU PSN PAYMENT SERVICES CCD	\$49.95
RJH & ASSOCIATES, LTD	\$900.00
SW DISTRICT HEALTH UNIT	\$60.00
SW WATER AUTHORITY	\$2,950.53
SWANSTON EQUIPMENT CORPORATION	\$466.16
TOTAL CONTROL INC.	\$4,093.80
UNION INSURANCE	\$2,491.00
WESTERN CHOICE COOPERATIVE	\$1,549.69
WESTERN HEATING & AIR LLC	\$20,880.00
BRAVERA BANK ACCOUNT CLOSURE PAYMENT	\$324.52
BEK PAY APPLICATION NO. 9	\$282,559.60
M&J INVOICE #0409	\$1,125.00
	\$404,885.67

Total Accounts Payable: \$404,885.67

SALARIES: \$26,920.64

APPROVED BY:

Shasta Blackford
Mayor

DRAFTED BY:

Kayden Pavlicek
City Auditor