

## SPECIAL MEETING MINUTES DUNN CENTER CITY COUNCIL



Date

March 26, 2026



Time

5:30 PM



Location

3 Main Street W Dunn Center, ND 58626

### **ROLL CALL:**

- President Shasta Blackford
- Vice President Colton Medley
- Council members Mike Strong, Dan Binek, Zach Pavlicek

### **PUBLIC COMMENTS:**

- A resident requested City Council consider sponsoring lunch for the annual community cleanup event scheduled for mid-May. The request included providing food (approximately 30–40 participants) and having council members present to support community engagement. Council advised this item will be placed on a future agenda for formal consideration due to meeting type.

### **OLD BUSINESS:**

#### **CITY HALL HANDRAIL ESTIMATES**

- Discussion was held regarding handrail design, materials, durability, and cost comparisons between estimates. Powder coating, design options, and ADA considerations were reviewed.

#### **MOTION**

- Binek made a motion to approve Medley Welding to complete the handrails in the amount of \$1,272.48, with an additional \$300 allowance for modifications. Pavlicek 2nd. Discussion included ADA compliance considerations and potential need for additional railing on the ramp. Roll Call Vote: Medley, Pavlicek, Binek, Strong — Ayes. M/C.

### **NEW BUSINESS:**

#### **PORTFOLIO'S**

Council portfolios were reassigned as follows:

- HR - Shasta Blackford
- Water & Sewer - Colton Medley
- Ordinance & Park – Zach Pavlicek
- Apartments & Cemetery – Mike Strong
- Finance & Streets – Dan Binek

No objections were noted.

#### **MOUNTAIN PLAINS LLC CEMETERY SURVEY**

- Discussion was held regarding cemetery mapping, condition concerns, unidentified burials, and long-term management. Mountain Plains was presented as a full-service option including GIS mapping, surveying, and ongoing support.



**MOTION:**

- Binek made a motion to approve Mountain Plains Option 2 for cemetery services and discontinue use of previous provider Cemify. Pavlicek 2nd. Roll Call Vote: Medley, Pavlicek, Binek, Strong — Ayes. M/C.

**RESOLUTION NO. 2026-9 APPOINTING OF CITY CEMETERY SEXTON**

- Discussion was held regarding formal designation of a cemetery sexton. The resolution establishes the Auditor as sexton for administrative purposes.

**MOTION:**

- Medley made a motion to approve Resolution 2026-09. Pavlicek 2nd. Roll Call Vote: Medley, Pavlicek, Binek, Strong — Ayes. M/C.

**1ST READING-ORDINANCE NO. 2026-10 ESTABLISHING REGULATIONS OF CITY CEMETERY**

- Discussion was held regarding establishing formal cemetery regulations, including ownership, management authority, and future policy development (memorials, benches, etc.).

**MOTION:**

- Pavlicek made a motion to approve Ordinance 2026-10. Medley 2nd. All Ayes. M/C.

**CEMETERY PLAT CHARGES**

- Discussion was held comparing surrounding communities and current pricing.

**MOTION:**

- Pavlicek made a motion to maintain cemetery plot pricing at \$100 per plot. Medley 2nd. Roll Call Vote: Medley, Pavlicek, Binek, Strong — Ayes. M/C.

**BEK PAY APP #8**

- Council reviewed Pay Application #8.

**MOTION:**

- Binek made a motion to approve payment of Pay Application #8 in the amount of \$555,259.60. Medley 2nd. Roll Call Vote: Medley, Pavlicek, Binek, Strong — Ayes. M/C.

**MOTION TO ADJOURN:**

- Pavlicek motioned to adjourn the meeting. Binek 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 April 9, 2026 at 6 PM.

Handwritten signature of Shasta Blackford in black ink.

Shasta Blackford  
Mayor

Handwritten signature of Kayden Pavlicek in black ink.

Kayden Pavlicek  
City Auditor