

Dunn Center City Meeting Thursday May 8<sup>th</sup>, 2025. Mayor Larry Pavlenko called the meeting to order at 6 PM. The members present were Colton Medley, Shasta Blackford, Daniel Binek, and Jeremiah Ewer. Also present were Chantel Morris, Greg Hals, Holly Hutchinson, Alan Pavlicek, Candi Pavlicek, Leo Piatz, and Aaron Olson.

Shasta Blackford moved to approve and set the agenda with the consent of adding G.) Cemetery and H.) Ordinances. Colton Medley 2<sup>nd</sup>. All Ayes. M/c.

Shasta Blackford motioned to approve the April Minutes. Colton Medley 2<sup>nd</sup>. All Ayes. M/c.

Shasta Blackford motioned to approve the April financial reports. Jeremiah Ewer 2<sup>nd</sup>. All Ayes. M/c.

Shasta Blackford motioned to approve the April bills. Daniel Binek 2<sup>nd</sup>. All Ayes. M/c.

Old Business:

-No old business.

New Business:

-Holly Hutchinson presents the council with a proposal for the reevaluation project due to take place in 2031-2032 by Van Guard Proposal. Holly brought with her a spreadsheet of which proposals there are to be offered and asks the council which they would like to approve.

The first proposal is a full inspection. As of two weeks ago Dunn Center had 87 improved residential structures with 28 vacant residential lots. The price per home is \$241,000 for them to come out in value and then \$29.00 for the vacant lots. For the full inspection of the residential would mean knocking on doors, trying to do an interior inspection, walking around the outside and taking measurements to make sure match measurements that were previously taken. If any additions were made to the residence that haven't been permitted, then those things would be caught and noted. The cost for this inspection would be \$21,779 for the residential of the city of Dunn Center. For the full commercial inspection it would be the same thing, interior and exterior of the property. Holly says commercials can be a little more complicated and would make the cost a little more expensive. There are 31 commercial parcels at \$560 and 59 vacant commercial parcels at \$29 for a total commercial inspection of \$19,071. That would then bring the total of the first proposal up to \$40,850.

The second proposal is the review option. Holly says that they would basically just take a street view and see if there are any changes since the last time the Van Guard came for inspection. They are going to check for things like if a resident or business has updated their siding, windows, roof. They will attempt to do a walk around the exterior of the house. They will not be able to come inside the residence and see if any upgrades or remodels have been made unless permitted to do so. 78 parcels are permitted for the review only process because the county is willing to pick up the parcels that have been added since 2015 to the present day and that would make up the 9 that are missing from proposal 1. The costs for the review only process are 78 parcels for \$186 and 28 vacant parcels for \$29 with a total of \$15,320 for residential properties. The commercial cost 31 parcels at \$450 and 59 vacant parcels at \$29.00 for a cost of \$15,661. If the council decides to do the review only with the full inspection of only the new construction from 2015, then the total cost of this proposal would be a total of \$33,195.

Colton Medley left due to a 911 fire emergency call.

Mayor Larry suggests that when the inspections do come around that Van Guard vehicles be marked with a company name so there is no confusion with residents and the vehicles/people coming around for the inspection.

Shasta Blackford motioned to approve the review only proposal with Van Guard Appraisals. Jeremiah Ewer 2<sup>nd</sup>. Shasta Blackford, Daniel Binek, and Jeremiah Ewer Ayes. M/c.

Holly and the county assessor office were under the impression that the previous contract the city had with the county to be the assessor for Dunn Center was on going. Holly discovered that was not the case and Dunn Center has not appointed an assessor since the year 2016. Holly asks the council if they would like to remain using the county as the assessor for Dunn Center. The cost per year for this is a sum of \$2,000.

Shasta Blackford made a motion to remain using Holly and the county office as the assessor for the city of Dunn Center at the cost of \$2,000 per year. Daniel Binek 2<sup>nd</sup>. Shasta Balckford, Daniel Binek, Jeremiah Ewer Ayes. M/c.

-Dunn Center received many applications for the advertised city apartment for rent. After long consideration and the process of elimination the council came to the decision of who would receive the opportunity to move in. Daniel Binek made a motion for John Bell to move into the apartment with a move in date of June 1<sup>st</sup>. Jeremiah Ewer 2<sup>nd</sup>. Shasta Blackford, Daniel Binek, Jeremiah Ewer Ayes. M/c.

-On May 5<sup>th</sup>, 2025, Shasta Blackford and Jeremiah Ewer interviewed James Meeker for the city maintenance position. They said the interview went very well and they are excited for James to be a part of our city employees. Shasta and Jeremiah said that he has shown tremendous interest in the position, with his many phone calls to both Shasta and Jeremiah expressing his high interest in the position, before and after the interview. James' references all highly recommended him for his hard work and knowledge with many areas that would be necessary to the position interviewed. Jeremiah Ewer moved to approve the hiring of James Meeker with a start date of May 26<sup>th</sup> for the open city maintenance position. Daniel Binek 2<sup>nd</sup>. Shasta Blackford, Daniel Binek, Jeremiah Ewer Ayes. M/c.

-The base of the flagpole outside city hall needs repairs and maintenance. Mayor Larry asks the council if they would like to hire someone to fix the base or wait for the new city maintenance employee, James Meeker, to start work and see if he might be able to make the repairs. Shasta Blackford suggests that the city waits for James to start and see what he may be able to do about it before spending money on a contractor. Informational only no motions made.

-The scheduling of employee reviews was discussed among the council. The council decided that they would push all employee reviews 90 days from James Meeker's start date. That way all three employees would have their reviews at the same general time. Information only, no motions were made.

-Colton Medley returns from emergency call at 6:30 PM.

-It was brought to the attention of council member Shasta Blackford that the council members have been putting in extra time for the city due to the upcoming street paving that will be done in town. There have been several meetings and conferences that have been attended which result in those council members having to miss work and the pay for that day. Shasta had reached out to the city of Killdeer on how they compensate their council members and mayor. Shasta says as it is right now the council only gets paid for attending the council meetings. It was recommended to her that the city council will get paid \$300 per month and the Mayor paid \$800 per month. The council members are to be paid \$150 per meeting that conducts any sort of city business. These changes would be effective starting January 1<sup>st</sup>, 2025, resulting in backpay for council members and mayors that the council and mayor are to be paid monthly rather than yearly every June. Colton Medley motioned to approve the motion of each council member to be paid the sum of \$300 per month and the mayor \$800 per month and all to be compensated \$150 for any meeting that would involve city business. Daniel Binek 2<sup>nd</sup>. Colton Medley mentioned that he had brought this to the attention of the mayor and council members since some of the

meetings and issues that the council members/mayor must address is and can affect jobs and daily lives. All Ayes. M/c.

-Colton Medley informs the council that he has finished the design of the cemetery sign and has already mounted it to the new pillars at the cemetery. He also tells the council that if anything should or needs to be changed then it is not too late to make those changes. Colton also apologizes to the council for such a long wait in getting this project completed. Daniel Binek adds that he is not entirely happy with the color of the new pillars. Daniel suggests to the council that they try and do stenciling to make it look more like bricks. The council agreed with that idea. Daniel also suggests that they not put a new gate in but to keep the walk-in gate. The council was ok with that idea as well. Mayor Larry says to contact the Schmalz Brothers fencing company to look at the cemetery fence, that needs repairs, since they will already be out refencing along and around the lagoon. Informational only, no motions made.

-Mayor Larry wants the council to revise the city ordinances and make notes on what needs to be changed or left the same. Larry says the city needs to either stick to what is already in the ordinances or make changes accordingly. Larry suggests contacting the city attorney and having her also look through them and see if there is anything that can be done. Informational only, no motions made.

#### Engineer Report:

-Cory Ravnaas was not in attendance to the meeting so Colton Medley addressed the council in matters of the engineer report. Colton brings up the agreement with the assistance of helping both the church and the museum in the fact that the city needs to be fair and help both entities equally. The upgrades to the church were said to be \$80,000 and will come close to \$130,000. Colton suggests that whatever the city decides to donate the church to their upgrades, that the city also donate the same to the museum. The cost of the museum's upgrades will be between \$80,000 to \$90,000. The council had previously said that they would donate \$50,000 to the church and the same should be donated to the museum if that is the decision on the amount that will be donated. Mayor Larry suggests that the city donate a percentage rather than a specific dollar amount to both church and museum. Colton asks Aaron Olson, member of the museum board, what his thoughts are on this issue. Aaron says he is not sure what the museum will want to decide because its board has not addressed the issue enough. Colton says they need to discuss it ASAP because the start of construction will be within the week. Colton says that if there is no decision made soon, they will lose the opportunity for help from the city. Aaron says he will address the museum board at their next upcoming meeting. Informational only, no motions made.

-At the meeting held Tuesday morning May 6<sup>th</sup>, 2025, with BEK Consulting, LLC, Colton Medley, Daniel Binek, Chantel Morris and Greg Hals had attended were all informed that the milling of the roads will start next week if weather cooperates. BEK has composed a rather aggressive schedule to ensure that all roads are built within this year. Colton Medley says that if there are any issues with residents or construction employees contact either himself or Daniel Binek to resolve any issue. Colton informs the council that construction will start on the east side of town and work their way to the west side of town. Informational only, no motions made.

#### Maintenance Report:

-Greg Hals informs the council that the lagoon sample came back clear and will lower the lagoon starting Friday morning. Grag tells the council that the new lawn mower has arrived and is working well with no issues. Mayor Larry asks Greg Hals why the lagoon was not lowered Wednesday after he received the ok to lower the lagoon. Greg Hals reports that he was told to make one more phone call to NDDEQ to make sure everything was good to go. Greg made the call and will lower Friday morning. Mayor Larry tells Greg Hals that he will need to go purchase enough grass seeds for 3 acres to reseed the alley ways that have been finished with the dirt work. Informational only, no motion made.

#### Public Comment:

-Alan Pavlicek had a couple questions about the upcoming project. The first question he addressed was about the north property that he owns, but out of the two he has, he noticed that after the survey that had been done, they marked it off for two single driveways. Alan would like to know if it is possible to turn his south driveway into a double driveway. Colton said that he doesn't see why it would be a problem, but he would like to speak to Cory Ravnaas first before telling him that it is a for sure thing that can be done. Alan's second concern was at 3<sup>rd</sup> street. Alan is concerned that he might possibly be a bit land locked and he will be moving a motor home in and out this summer and was wondering if there are any plans for blading 3<sup>rd</sup> street, so it is easier for him to get in and out of his property. Colton says that it is very conscientious with the door knocking to the residents and calling all companies and emergency response units in the area about what and where will be easiest access into town. Colton says that he is going to relay all of Alan's questions and concerns with Cory Ravnaas and he will have Cory get in touch with Alan on all his questions and concerns.

-Leo Piatz comments that he would like two sewer spickets installed on the north side of his lot and if the water is traveling on the north side of his house that he would like curb stops put in along with the sewer spickets. Also, would like to see a laydown curb on the

south side of his lot where is campers are parked along the alley way. He would also like to put a laydown curb behind his home as well. Colton says he will bring these suggestions to Cory as well and let them know as soon as he can what the answers will be.

-Mayor Larry asks Chantel to address the question brought to her from a resident in the city apartments. This resident asked her if they are going to tear up the asphalt in front of the city apartments where they are to park until the road construction is finished. Mayor Larry was under the impression that the asphalt directly in front of the city apartments would not be torn out at all. Colton said originally that there was to be a sidewalk installed in front of the city apartments but now it has been changed to no sidewalk being poured there. Mayor Larry says that all citizens/residents will be made to be able to enter and exit their homes.

-Mayor Larry asks the council if it is possible for the city to sell the blade since we are now going to have all roads paved in town. Colton says that he would like to wait a bit before saying yes to selling the blade.

Mayor Larry Pavlenko adjourned the meeting.

Next council meeting will be held on Thursday June 12<sup>th</sup>, 2025.

Special meeting scheduled for Tuesday May 13<sup>th</sup>, 2025 at 6 PM.

These minutes may be published subject to the governing bodies reviews and revisions.

Auditor

Chantel Morris

Mayor

Larry Pavlenko