**CITY OF LEEDS**

**Minutes**

**November 6th, 2017**

**6:00 PM**

A regular meeting of the Leeds City Council was called to order by Council President Kyle Nelsen on Monday, November 6th, 2017, 6:00 pm at Leeds City Hall. Present were Council Members: Rob Nelsen, Patrick Streyle, and Kris Larson. Mayor Lloyd Himle was absent. Also present were Sherriff Rohrer, Barb and William Mears, Brenda Severson, Darlene and David Sebelius, Gerald Anderson, city employees: Edythe Nelsen, Justin Nelsen and Kari Follman.

**Public Hearings/ Public Comments**

Several residents attended the meeting to discuss recent letters they received from the city regarding possible violations pertaining to their properties. Barb and Willie Mears will remove their shed in spring, they do not have any plans to take action on the house. Brenda Severson plans to demolish her shed in the next few days. David and Darlene Sebelius will paint their storage container in the spring. The council agreed to allow their storage container to remain in city limits as it has been in place for some time, is located in area that is not visible from street, and is sound structure that is well sealed to prohibit rodent harborage. Gerald Anderson will continue with shed demolition in the spring.

The council will be presented an updated list at the December meeting. The list will be sorted into categories of who has or is planning to take action and those with no response.

**Sherriff**

Sherriff Rohrer reported there have been no major issues.

**Moore Engineering**

A motion was made by Larson, seconded by Streyle, to approve Moore Engineering Invoice #1030 dated 10-27-17 in the amount of $4,237.85 for services beyond final completion date. The motion carried unanimously.

The City has approximately $20,000 of funding left for the Sewer Improvement Project. Several items were discussed. Justin will gather cost estimates and prioritize items.

President Nelsen called for a motion to proceed with Street Project as presented. Item died due to lack of motion.

**Public Works**

Streyle made a motion to approve Public Work’s timecards. Larson seconded, the motion carried unanimously.

A motion was made by Rob Nelsen, seconded by Streyle, to accept Public Works Superintendent’s report. The motion carried unanimously.

**Financials**

Rob Nelsen made a motion, seconded by Larson, for the City to purchase 2 Certificates of Deposits. One will be for the Sewer Special Assessment prepayments and one will be a reserve account for the Water Tower Improvement bond. Streyle abstained, voting yes were Larson and Rob Nelsen. The motion carried.

A motion was made by Larson, seconded by Streyle, to abate fees for bulk water card fee for an inactive account for BNSF Railroad and mowing charges for David French, due to property being sold. The motion carried unanimously.

Larson made a motion to accept the financial report and the auditor’s report. The motion was seconded by Rob Nelsen. The motion carried unanimously.

Larson made a motion, seconded by Rob Nelsen, approve time sheets for city auditors. The motion carried unanimously.

A motion was made by Streyle, seconded by Rob Nelsen, to approved minutes with corrections. The motion carried unanimously.

**Old business:**

No old business items were presented.

**New Business**

A motion was made by Streyle, seconded by Rob Nelsen, to approved the sole snow removal bid received, which was presented by Ritterman Trucking. The motion carried unanimously.

President Nelsen called for a motion on any action to be taken regarding a one- way street to be designated at the Leeds Public School. No motion was made.

A motion was made by Streyle, seconded by Larson, to approve payroll & accounts payable. The motion carried unanimously. The bills are as follows:

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| --- | --- |
| B & H Oil | $158.55 |
| Banyon Data Systems | $485.00 |
| Benson Co. Farmers Press | $414.04 |
| Benson County Sheriff Department | $600.00 |
| Bonnie Himle | $18.75 |
| Diane Hoffman | $39.42 |
| Doubleday Book Club | $84.91 |
| Edythe Nelsen | $5.06 |
| Envision | $42.52 |
| Farmers Union Oil Co. –York | $204.53 |
| Geo E Haggart | $2,464.90 |
| Grand Forks Utility Billing | $26.00 |
| H.E. Everson Co. | $19.93 |
| Hardware Hank | $81.69 |
| Hawkins | $2104.59 |
| Justin Nelsen | $100.00 |
| Kyle Nelsen | 31.10 |
| Lake Region Corp. | 130.00 |
| Leeds Airport Authority | $264.59 |
| Leeds Body Shop | 226.09 |
| Mac’ s Hardware | 17.45 |
| ND Dept. of Health | $10.00 |
| ND Job Service | $136.54 |
| ND Tax Commissioner | $364.63 |
| North Dakota Telephone Company | $199.83 |
| Northern Plains Electric | $487.60 |
| Ottertail Power Co.  | $1469.85 |
| Payroll- October | $11,810.41 |
| Rugby Lumber Inc. | $38.91 |
| United Community Bank  | $1,610.65 |
| United Community Bank Insurance | $1,776.14 |
| US Postal Service  | $88.14 |
| Visa  | $183.14 |
| Waste Management  | $5,179.87 |

A motion was made by Larson, seconded by Rob Nelsen, to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 8:10 PM.

