

CITY OF LEEDS
Minutes
February 08, 2023
6:10 PM

A regular meeting of the Leeds City Council was called to order by Mayor Nick Parslow on Wednesday, February 8, 2022, at 6:10 PM at Leeds City Hall. Present were Council Members: Kyle Nelsen, Tony Gratton, Patrick Streyle, and Kris Larson. Also present were city employees: Al Lundstrom, Gina Harkness, and Kari Follman. Sheriff Ethan Rode and John Lunde joined the meeting for a short time.

Sheriff Report

Sheriff Rode gave a report of recent police calls in the City. The City requested help with public complaints of dogs running at large. Pet owners, **Brandi Teunge and Tim Tostenson**, with unleashed pets, have received a written warning for being in violation of the City Pet Ordinance. If these pet owners continue to be in violation, charges will be issued.

Public Hearing

John Lunde addressed the council about available City-owned lots. Larson made a motion to sell Mr. Lunde a City-owned lot. Gratton seconded the motion. **Mr. Lunde will purchase Lot 6, Industrial Park, for \$3000, contingent upon shop structure construction being completed by 12-31-26. The City reserves the right to repurchase this lot for the same price (\$3000) if construction fails to proceed.** The motion carried unanimously.

Engineering

Gratton presented a resolution 02-08-2023-01 authorizing application with the North Dakota Department of Environmental Quality for assistance in performing a lead service line inventory in compliance with the Lead and Copper Rule Revisions. Nelsen moved for its adoption. The motion for the adoption of the foregoing resolution was duly seconded by Council Person Larson, and upon vote being taken thereon, the following voted in favor thereof: Kris Larson, Kyle Nelsen, Tony Gratton, and Patrick Streyle. No members voted against the resolution and no member was absent and did not vote. Whereupon the resolution was declared duly passed and adopted and was signed by the Mayor and attested by the City Auditor.

Public Works

Al Lundstrom reported on the unavailability of fleet vehicles for municipalities. **McGuire's has a used Dodge pickup with more miles than our current pickup, Marketplace Motors has not replied.**

The City has not received a report from Aqua-pure on water plant improvements.

Johnson's Plumbing is scheduled to install a backflow prevention device at the bulk water station. The City is interested in applying for a grant sponsored by the Garrison Diversion Conservancy District to help with these costs. The Council directed Al to investigate, including the pool service lines to maximize possible grant dollars.

The Council directed the auditor to invoice Golden Plains Frozen Foods 10 hours of personnel time for AL and an estimated 150,000 gallons of water loss for a recent water break at the plant.

A community member recently inquired about purchasing a City lot for the purpose of a community garden. The Leeds Park Board has future plans for a possible community garden, therefore the City is not interested in selling a lot for this purpose.

The City will keep the dumpster that was formerly located at Leeds Body Shop and move it to the City cardboard recycling center.

A new meter will be installed at Zachary Jacobson's residence to replace the current meter that was frozen and repaired. The new meter will be at Mr. Jacobson's expense, and he will be instructed to better heat his basement to protect the new meter from freezing.

A motion was made by Gratton, seconded by Larson, to approve the purchase of a new snowblower attachment for the skid steer. The motion carried unanimously.

Streyle motioned to tow two nuisance vehicles to either the dump ground or the City lot south of the water plant. **The vehicles are supposedly owned by Darlene Dodds and Bob Smeltzer.** The motion was seconded by Nelsen. The motion carried unanimously.

A motion was made by Streyle, seconded by Larson, to approve of the contract submitted by H & H Coatings for cleaning and inspecting the water tower and clear wells. The bi-Annual price for the water tower inspection is \$4750.00 and shall be performed in 2024, 2026, and 2028. The underground clear well storage is \$3,900.00 per service and shall be performed in 2024 and 2027. The motion carried unanimously

A motion was made by Gratton, seconded by Larson, to accept employees' timesheets. The motion carried unanimously.

Streyle made a motion to accept Public Works Superintendent's Report, Nelsen seconded the motion, and the motion carried unanimously.

Financials

A motion was made by Streyle and seconded by Larson to approve the fund transfer of \$4688 from Sewer Project Fund 515 to USDA Sewer Loan Reserve Fund 518. The motion carried unanimously.

Nelsen made a motion to renew the Water Tower Loan Resever CD and the Sewer Special Assessment CD to a 9-month term for a 3.6% interest earnings rate. Streyle abstained from the motion. Voting yea was Nelsen, Gratton, and Larson. Motion carried.

Streyle made a motion to pay Water Bond 2004 in full as soon as possible. Larson seconded the motion. The motion carried unanimously. This bond was due to mature in September 2023.

Streyle made a motion, seconded by Gratton, to accept the financial report. The motion carried unanimously.

A motion was made by Streyle, seconded by Larson, to approve minutes for the regular meeting on January 4, 2023. The motion carried unanimously.

Addition to the Agenda

Gratton made a motion to advertise for a seasonal public works assistant position. The motion was seconded by Streyle. The motion carried unanimously.

Old business:

A motion was made by Larson, seconded by Streyle, to approve Benson County Sheriff's Department's policing contract with the City of Leeds with no amendments. The motion carried unanimously.

Nelsen made a motion to alter the dump ground key policy. The new policy will allow an individual to have a key to the dump ground if they pay a \$250 deposit, and \$100 annual fee, agree to follow all regulations and agree to pay for any expenses incurred with misuse. Larson seconded the motion, motion carried unanimously.

The council suggested having Olivia Follman and Keaton Nelsen charge \$18 per hour for furniture assembly.

New Business

A motion was made by Nelsen, seconded by Gratton, to approve the Mayor's signing of the financial award for a grant received by Park Vue Apartments. The motion carried unanimously.

Larson presented a resolution 02-08-2023-02 Adopting the Benson County Multi-Hazard Mitigation Plan. Gratton moved for its adoption. The motion for the adoption of the foregoing resolution was duly seconded by Council Person Nelsen, and upon vote being taken thereon, the following voted in favor thereof: Kris Larson, Kyle Nelsen, Patrick Streyle and Tony Gratton. No members voted against the resolution, and no member was absent. The resolution was declared duly passed and adopted, signed by the Mayor, and attested by the City Auditor.

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

Ace Hardware	\$17.98
Benson Co. Farmers Press	\$52.00
Benson County Sheriff Department	\$600.00
Benson County Treasurer	\$614.06
Bobcat-Interstate Billing Service	\$6039.76
Cendak Cooperative	\$1327.25
Centrak Painting and Sandblasting	\$1800.00
City of Minot	\$90.00
Farmers Union Oil Co. –York	\$548.40
Ferguson Waterworks	\$1,257.66
First District Health Unit	\$30.00
H & H Coatings, INC	\$1,527.18

Hawkins	\$2,082.56
Herminio Guzman	\$310.00
Lake Region Corporation	\$60.00
LaMotte's Paint & Glass Supply	\$170.13
Leeds Airport Authority	\$10,341.10
Mac's Hardware	\$196.75
NDTC	\$327.40
Northern Plains Electric	\$712.62
NRG Technology Services	\$1079.52
Ottertail Power Co.	\$3004.23
Payroll	\$12,905.71
Plunkett's Pest Control	\$49.52
Railroad Management	\$1096.30
United Community Bank	\$52.41
Verizon	\$52.78
Visa	\$600.35
Waste Management	\$5,572.01

A motion was made by Larson, seconded by Streyle, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 8:40 PM.

X

Nick Parslow
Mayor

X

Kari Follman
City Auditor