**CITY OF LEEDS**

**Minutes**

**March 8, 2017**

**6:00 PM**

A regular meeting of the Leeds City Council was called to order by Mayor Lloyd Himle on Wednesday, March 8, 2017 at 6:05 pm at Leeds City Hall. Present were Council Members: Patrick Streyle and Kyle Nelsen. City employees present were Justin Nelsen, Nicky Ritterman, and Kari Follman.

**Public Works**

The City pickup is getting hail repair and dent repair in Minot and will be back Friday.

Justin Nelsen would like a mixer put in the water tower so it won’t freeze. The City has been using less than 30,000 gallons a day. Justin will get a proposal and present to the council.

Kyle Nelsen made a motion to have Justin follow up and try to get us two quotes for a mixer for the tower by the May meeting. Motion was seconded by Patrick Streyle. All were in favor. Motion carried.

Discussion was held regarding reimbursement for the Public Works Superintendent using his personal vehicle while City vehicle is being repaired. The Council would prefer to pay the State rate for mileage. This item will be tabled until the April meeting.

A motion was made by Kyle Nelsen to accept the Public Works report. Motion was seconded by Streyle. All were in favor. Motion carried.

Kyle Nelsen made a motion to accept the Public Works timesheets. Motion was seconded by Patrick Streyle. All were in favor. Motion carried.

**Financials**

Kyle Nelsen made a motion to fund 3 years of required reserve from the early special assessment payment proceeds and apply the rest of those payments to the balance of the USDA loan. Sewer project monthly fees will be used to fund the required yearly reserve on the USDA loan. Motion was seconded by Streyle. All were in favor. Motion carried.

Kyle Nelsen made a motion to pre-fund a one year reserve for the water tower project loan payment to the Bank of North Dakota. This will be funded with proceeds from the water tower project fund. The life of the loan will also be shortened. Motion was seconded by Streyle. All were in favor. Motion carried.

Kyle Nelsen made a motion to contact Ottertail and request they perform a usage audit, municipal lighting. Motion was seconded by Streyle. All were in favor. Motion carried.

City auditors are to look into the cost of a large shredder for the office and present back to the Council at the next meeting.

Kyle Nelsen made a motion to accept the financial reports. Motion was seconded by Streyle. All were in favor. Motion carried.

Streyle made a motion to approve the timesheets for the Auditors. Motion was seconded by Nelsen. All were in favor. Motion carried.

Streyle made a motion to approve the minutes. Motion was seconded by Nelsen. All were in favor. Motion carried.

**Old Business:**

The fireworks ordinance will be ready for review by the April meeting.

A motion was made by Kyle Nelsen, seconded by Streyle, to develop a strategic plan with the help of NCPC for the destruction and removal of old city hall. The motion carried.

Kyle Nelsen made a motion to have the Public Works Superintendent do research on incinerators and to follow up with the State to see if that is an option for cardboard disposal. Motion was seconded by Streyle. All were in favor. Motion was carried.

**New Business:**

The Auditors are to send a letter to a City resident regarding numerous issues with their dog and request they present to the Council with a plan to remove the dog from City limits.

Kyle Nelsen made a motion to contact Moore Engineering and get advice regarding how combining lots implicates special assessments. Motion was seconded by Streyle. All were in favor. Motion carried.

The yearly pet vaccination clinic will be held June 1, 2017 from 5:30 pm to 7:00 pm.

Kyle Nelsen made a motion, seconded by Patrick Streyle to appoint Bobbi McGarvey to the Special Assessment Commission again. All were in favor. Motion carried.

The Benson County Tax Equalization meeting will be held April 27, 2017 at 6:00 pm at Leeds City Hall.

The Department of Health contract with the City for chemical analysis was signed by Mayor Himle.

Streyle made a motion to approve the bills. Motion was seconded by Nelsen. All were in favor. Motion carried.

The meeting was adjourned at 7:55 pm.

The bill were as follows:

|  |  |
| --- | --- |
| B & H Oil | $266.38 |
| Bank of North Dakota | $5097.50 |
| Benson Co. Farmers Press | $202.13 |
| Benson County Recorder | $92.00 |
| Benson County Sheriff | $600.00 |
| Benson County Treasurer | $1107.52 |
| Bobcat-Interstate Billing | $5548.39 |
| Bonnie Himle | $11.25 |
| Envision | $5.99 |
| Farmers Union Oil Co. –York | $371.67 |
| Grand Forks Utility Billing | $26.00 |
| Griggs County Sheriff | $30.00 |
| Hardware Hank | $133.95 |
| Hawkins | $1192.19 |
| Home of Economy | $361.95 |
| Justin Nelsen | $1102.64 |
| Keaton Nelsen | $450.00 |
| Leeds Airport Authority | $6507.85 |
| NDTC | $202.90 |
| ND Sewage Pump Lift Station | $705.00 |
| Northern Plains Electric | $596.90 |
| One Call Concepts | $1.00 |
| Ottertail | $2864.44 |
| Payroll-February | $11328.69 |
| Quill | $277.84 |
| Tracy’s Market | $13.73 |
| United Community Bank | $1610.65 |
| US Postal Service | $76.50 |
| USA Bluebook  | $33.90 |
| Visa | $1290.04 |
| Waste Management | $5265.67 |

