**CITY OF LEEDS**

**Minutes**

**April 10, 2023**

**6:09 PM**

A regular meeting of the Leeds City Council was called to order by Mayor Nick Parslow on Wednesday, April 10, 2023, at 6:09 PM at Leeds City Hall. Present were Council Members: Kyle Nelsen, Patrick Streyle, and Kris Larson. Member Tony Gatton was absent. Also present were city employees: Al Lundstrom, Kari Follman, and Gina Harkness. Jesse Berg from Moore Engineering was also present.

**Sheriff Report**

Benson County sheriff did not attend the meeting but provided a report.

**Engineering**

Kyle Nelsen motioned to table the conversation about adding a water main extension at the Industrial Park subdivision. The motion was seconded by Patrick Streyle. The motion carried unanimously. Patrick and Kris will talk to John Lunde on Friday, April 14th, about the water situation; they will offer him lot number 1 at Industrial Park Subdivision, Kyle’s lot east of Cendak C-Store, or the lot between Cendak Seed Plant and Jeff and Debbie Dunlap’s house.

**Public Works**

Kris Larson made a motion to accept Public Works Superintendent’s Report, Kyle Nelsen seconded the motion, motion carried unanimously.

Al needs a water plant backup person to cover when he is out of town. The council thought of the following people to ask: Cal Schlieve, Lynn or Lowell Haagenson, Tony Kitzman, Eric Schlieve, or Josh Haagenson. Nick Parslow and Kris Larson said they would be willing to be trained and be backup help.

**Financials**

A motion was made by Patrick Streyle, seconded by Kris Larson, to accept employees’ timesheets. The motion carried unanimously.

 Kyle Nelsen made a motion, seconded by Kris Larson, to accept the financial report. The motion carried unanimously.

A motion was made by Patrick Streyle, seconded by Kris Larson, to approve minutes for the regular meeting held on March 1, 2023. The motion carried unanimously.

**Old business:**

A motion was made by Kyle Nelsen, seconded by Kris Larson, to contract with a licensed and bonded towing company and hire them for our ordinance enforcement for removing nuisance vehicles. The motion carried unanimously. Kyle contacted Brad from Brad’s Towing of Rugby; he quoted his fee was $175/towed vehicle, the City will store the vehicles.

**New Business**

Kris Larson made a motion, seconded by Patrick Streyle, to approve the gaming site application for the Leeds EDC Gaming Board. The motion carried.

A motion was made by Patrick Streyle and seconded by Kyle Nelsen, to approve a quick claim deed to Kris Larson for the empty lot to the east of Richard Budd’s house. The motion carried unanimously.

Kyle Nelsen made a motion, seconded by Kris Larson, to dispose of the records. The ND State Record Retention schedule was followed to determine eligible documents for disposal. The motion carried unanimously.

A conversation was had on charging individuals for removing snow piles from sidewalks. The council decided to place this on the September 2023 agenda and revisit this matter before the next snow season.

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

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| Benson Co. Farmers Press | $350.00 |
| Benson County Sheriff Department | $600.00 |
| Bobcat-Interstate Billing Service | $343.13 |
| Cendak Cooperative | $1,325.03 |
| Cindy Ritterman | $150.00 |
| Dept of Treasury | $5,650.03 |
| Diane Hoffman | $270.14 |
| Farmers Union Oil Co. –York | $340.37 |
| Grand Forks Utility Billing | $26.00 |
| Hawkins | $655.01 |
| Integrated Process Solutions, Inc. | $1,527.40 |
| Johnson’s Plumbing | $98.00 |
| Kari Follman | $270.80 |
| Lake Region Corporation | $140.00 |
| Leeds Airport Authority | $24,009.81 |
| Main Street Inc. | $207.12 |
| Michael Follman | $250.00 |
| ND Chemistry Lab | $13.24 |
| ND Dept of Health | $25.00 |
| ND League of Cities | $275.00 |
| NDTC | $428.37 |
| Northern Plains Electric | $656.35 |
| Ottertail Power Co.  | $2,970.30 |
| Phonetics, Inc. | $140.56 |
| Payroll | $14,319.11 |
| Plunkett’s Pest Control | $77.34 |
| Railroad Management  | $772.83 |
| Verizon | $52.78 |
| Visa  | $1,098.79 |
| Waste Management  | $5,485.36 |

A motion was made by Kris Larson, seconded by Kyle Nelsen, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 8:49 PM.

