**CITY OF LEEDS**

**Minutes**

**July 12, 2023**

**6:00 PM**

A regular meeting of the Leeds City Council was called to order by Mayor Nick Parslow on Wednesday, July 12, 2023, at 6:10 PM at Leeds City Hall. Present were Council Members: Kyle Nelsen and Tony Gratton. Patrick Streyle joined the meeting via teleconference and Kris Larson was absent. Also present were city employees Al Lundstrom, Gina Harkness and Kari Follman. Sheriff Rode and Deputy Allie Johnke attended the first few minutes of the meeting. Sam Hansen briefly joined the meeting and Shawn Olson joined via teleconference for a short time.

**Sheriff Report**

Benson County Sheriff Rode introduced newly hired deputy Allie Johnke. He presented reports for May and June 2023 hours. He and the Council discussed expectations for the upcoming Leeds Days celebration.

**Public Hearing**

Shawn Olson joined via teleconference to discuss a recent letter he received from the City Council. He will clean up his yard by this weekend. He requested an extension to remove a vehicle and camper. The Council agreed to a 30-day extension.

**Public Works**

Nelsen made a motion to approve LTP Well Drilling Enterprises, Inc. to replace the wellhead and the clear well pumps. The motion was seconded by Gratton. The motion carried unanimously.

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

**Financials**

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

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

A motion was made by Gratton, seconded by Nelsen, to approve minutes for the regular meeting held on June 12 and the special meeting held on June 19, 2023. The motion carried unanimously.

**Old business:**

No motions were made on any old business items.

**New Business**

A motion was made by Gratton, seconded by Nelsen, to approve building permit number 1165, submitted by Josh Haagenson, for building a fence and moving a shed onto his property. The motion carried unanimously.

Sam Hansen joined the meeting to discuss the upcoming Leeds Days Celebration. The City will provide garbage totes to be placed at the derby grounds and along uptown streets.

Nelsen made a motion, seconded by Gratton, to approve a special event liquor license submitted by the Back 40 Bar and Grill to serve at the Community Center on Sat. July 15, 2023. The motion carried unanimously.

A motion was made by Nelsen and seconded by Gratton to approve street closures for Friday and Saturday, July 14 and 15 for the Leeds Days Celebration. The City plans to close Main Street from the Back 40 Bar and Grill east to the junction of Central Ave, and Central Ave from Earl’s Bar south to Old Highway 2. The motion carried unanimously.

Gratton made a motion, seconded by Nelsen, to issue a City of Leeds Visa card to Gina Harkness. The City of Leeds currently has cards issued to employees Alan Lundstrom and Kari Follman. The motion carried unanimously.

A motion was made by Nelsen, seconded by Gratton, to request an eight-yard dumpster from Waste Management to be placed at the former cardboard recycling site. This dumpster will be exclusively for cardboard disposal. The motion carried unanimously.

Gratton motioned to issue a letter stating that the City of Leeds has no plans to develop 3rd Street NW west of 1st Ave NW. The motion was seconded by Streyle. Kyle Nelsen abstained. Members Gratton and Streyle voted in favor; Kris Larson was absent and did not vote. No members voted against the motion. The motion carried.

The next regular meeting will be held on August 2, 2023, at 6:00 PM.

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

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| Benson Co. Farmers Press | $209.40 |
| Benson County Sheriff Department | $600.00 |
| Bobcat-Interstate Billing Service | $7380.88 |
| Cendak Cooperative | $627.15 |
| Cindy Ritterman | $150.00 |
| City of Minot | $90.00 |
| Diane Hoffman | $37.61 |
| Doubleday Book Club | $71.93 |
| Farmers Union Oil Co. –York | $25.00 |
| Ferguson Waterworks | $9,500.00 |
| First District Health Unit | $30.00 |
| Houtcooper | $161.81 |
| J. P. Cooke Co.  | $86.75 |
| Klemetsrud Plumbing & Heating Co. | $736.13 |
| Lake Region Corporation | $80.00 |
| Leeds Airport Authority | $567.98 |
| Leeds Harvest Days | $700.00 |
| ND Chemistry Lab | $548.17 |
| ND Sewage Pump Lift Station | $700.00 |
| NDTC | $280.97 |
| Northern Plains Electric | $655.92 |
| NRG Technology Services  | $83.71 |
| One Call Concepts | $5.20 |
| Ottertail Power Co.  | $2,556.39 |
| Payroll | $16,970.77 |
| Plunkett’s Pest Control | $77.34 |
| Quill Office Supply | $210.36 |
| Rugby Lumber, Inc. | $22.00 |
| Verizon | $52.74 |
| Visa  | $1048.55 |
| Waste Management  | $4950.11 |

A motion was made by Gratton, seconded by Nelsen, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 9:20 p.m.

