**CITY OF LEEDS**

**Minutes**

**September 13, 2023**

**6:00 PM**

A regular meeting of the Leeds City Council was called to order by Mayor Nick Parslow on Wednesday, September 13, 2023, at 6:00 PM at Leeds City Hall. Council members Tony Gratton, Patrick Streyle, and Kris Larson were present. Council member Kyle Nelsen joined via videoconference. Also present were city employees Al Lundstrom, Kari Follman, and Gina Harkness. Arlen Anderson joined the meeting via videoconference for a short time. Jim Braun also briefly attended the meeting.

**Sheriff Report**

Benson County Sheriff did not attend the meeting but provided a report for July and August.

**Public Hearing**

Arlen Anderson joined the meeting to discuss his property. Mr. Anderson and Councilman Nelsen will meet to devise a plan for the next steps for the property and provide a report at the October council meeting.

Jim Braun, Leeds Cemetery Sexton, joined the meeting to discuss repairing the city-owned vault located at the cemetery. Mr. Braun contacted a masonry company from Bottineau to make needed repairs and presented their quote. Kris Larson made a motion to accept the quote of $ 1,250.00 from Lynn’s Masonry to fix the vault. Tony Gratton seconded the motion. The motion carried unanimously.

**Public Works**

A motion was made by Kris Larson, seconded by Tony Gratton, to purchase a leak detector. The motion carried unanimously.

Patrick Streyle made a motion to accept the Public Works Superintendent’s Report, Kris Larson seconded the motion and the motion carried unanimously.

**Financials**

A motion was made by Kris Larson, seconded by Tony Gratton, to approve the 2024 Budget. The motion carried unanimously.

Tony Gratton 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 Tony Gratton, to approve minutes with corrections. The motion carried unanimously.

Patrick Streyle made a motion, seconded by Tony Gratton, to approve time sheets for city employees. The motion carried unanimously.

A motion was made by Patrick Streyle, seconded by Kris Larson, to pay off the sewer special assessments of one City-owned property: parcel number 43-0004-10247-000, Lot 13-17, Block 5, NP Addition. The motion carried unanimously.

**Old business:**

A motion was made by Patrick Streyle, seconded by Tony Gratton, to accept the mayor’s appointment of Stuart Kersten to the Special Assessment Committee. The motion carried unanimously.

Kyle Nelsen motioned to purchase Lot 1, Block 7, Original City for $1.00 and to contact Gibben’s Law Office to complete the legal work. The City will pay for legal expenses. Tony Gratton seconded the motion. The motion carried unanimously.

**New Business**

A motion was made by Patrick Streyle, seconded by Kris Larson, to publish snow removal bids. The motion carried unanimously.

Patrick Streyle made a motion, seconded by Tony Gratton, to approve the special event liquor license submitted by the Back 40 Bar for an event at the Leeds Community Center to be held on September 16, 2023. The motion carried unanimously.

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

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| --- | --- |
| Bank of ND | $19,742.50 |
| Benson County Recorder | $60.00 |
| Benson County Sheriff’s Department | $600.00 |
| Bobcat-Interstate Billing Service | $1,612.07 |
| Cendak Cooperative | $1,577.32 |
| Core & Main | $ 328.12 |
| Diane Hoffman | $34.82 |
| First District Health Unit | $ 30.00 |
| Grand Forks Utility Billing | $26.00 |
| Hawkins | $2,876.78 |
| Home of Economy | $231.44 |
| Johnson’s Plumbing | $39.95 |
| Josh ELverud | $120.00 |
| Leeds Airport Authority | $13,566.00 |
| ND Dept of Environmental Quality | $152.00 |
| ND Dept of Health | $25.00 |
| ND Rural Water Systems | $50.00 |
| NDTC | $260.89 |
| Northern Improvement Co. | $833.28 |
| Northern Plains Electric | $512.28 |
| NRG Technology Services  | $218.75 |
| Ottertail Power Co.  | $1,633.92 |
| Payroll | $16,434.28 |
| Plunkett’s Pest Control | $50.06 |
| Railroad Management  | $344.67 |
| Traffic Safety Services, Inc, | $2,218.50 |
| Verizon | $52.75 |
| Veseris | $2,100.00 |
| Visa  | $1,297.16 |
| Wang Law Trust | $7000.00 |
| Waste Management  | $5,451.54 |

A motion was made by Kris Larson, seconded by Tony Gratton, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 8:13 PM.

