**CITY OF LEEDS**

**Minutes**

**September 7, 2022**

**6:00 PM**

A regular meeting of the Leeds City Council was called to order by Mayor Nick Parslow on Wednesday, September 7, 2022, at 6:08 PM at Leeds City Hall. Present were Council Members: Kris Larson, Patrick Streyle, and Tony Gratton. Council member Kyle Nelsen was absent. Also present were city employees: Jacob Eback, Al Lundstrom, Kari Follman, and Gina Harkness. Calvin Schlieve and Kevin Urness were present in the gallery.

The sheriff did not attend and did not give a report.

Calvin Schlieve joined the meeting to discuss his tax estimate statement. Kari will contact the Benson County auditor to collect more information and will report findings to Mr. Schlieve.

Kevin Urness joined the meeting to discuss a branch that fell onto the street outside his house. He was questioning who was responsible for the removal of the fallen branch. The council decided the City would clean it up.

Larson made a motion to table the water source study that was proposed by Moore Engineering until next month. The motion was seconded by Gratton. The motion carried unanimously.

A motion was made by Larson, seconded by Gratton, to accept public works’ timesheets. The motion carried unanimously.

A complaint was received that the former residence of Dale Schwanke’s is not secure and is concerned about rodent harborage. The council directed the public works department to secure this abandoned structure to discourage entry by the public and attempt to control rodent access.

A complaint was voiced by Jim Skold concerning access to the dump ground outside of posted hours, as he has found items placed in incorrect areas. Public works informed the council that they had recently changed the dump ground locks.

Bruce Gibbens is extremely busy and will not have time to address several abandoned nuisance properties in a timely manner. The City has debt against each of these properties. The City will contact other attorneys about availability for assistance with this issue.

Travis Stuberg has requested access to the city dump ground to dispose of debris from a planned demotion of his barn west of the City. The barn is located outside of city limits; therefore, he would be charged per load as per the city fee schedule.

Gratton made a motion, seconded by Larson, to accept the 2023 final budget. The motion carried unanimously.

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

A motion was made by Larson, seconded by Gratton, to approve minutes for the regular meeting held on August 10, 2022. The motion carried unanimously.

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

A motion was made by Larson, seconded by Gratton, to accept the proposal for a new bulk water machine from Solo Tek. The motion carried unanimously.

A motion was made by Gratton and seconded by Larson to notify the Benson County Sheriff’s office about an unpermitted structure being constructed at 125 2nd St SE. The motion carried unanimously.

Streyle made a motion, seconded by Gratton, to approve a special event liquor license for the Back 40 Bar and Grill for the Community Center on September 23rd and 24th, 2022. The motion carried unanimously.

A motion was made by Streyle, seconded by Larson, to table discussion regarding the sheriff’s contract. The motion carried unanimously.

 A motion was made by Streyle, seconded by Larson, to accept the price quote from Fritel Custom Designs for a new outdoor sign for City Hall. The motion carried unanimously.

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

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Bank of ND | $30,235.00 |
|  |  | Benson County Sheriff Department | $600.00 |
|  |  | Cendak Cooperative | $1,581.95 |
|  |  | Dept of Treasury | $2,984.51 |
|  |  | Farmers Union Oil Co. –York | $77.44 |
|  |  | Grand Forks Utility Billing | $26.00 |
|  |  | Hawkins | $1,547.47 |
|  |  | Johnson’s Plumbing | $405.90 |
|  |  | Lake Region Corporation | $90.00 |
|  |  | Leeds Active Women | $12.00 |
|  |  | Leeds Airport Authority | $345.19 |
|  |  | Leeds Harvest Day Committee | $1,000.00 |
|  |  | Alan Lundstrom | $13.00 |
|  |  | Mac’s Hardware | $36.70 |
|  |  | NDTC | $218.73 |
|  |  | Northern Plains Electric | $511.24 |
|  |  | Ottertail Power Co.  | $1,690.20 |
|  |  | Payroll | $11,829.27 |
|  |  | Ritterman Excavating | $3,325.00 |
|  |  | Rugby Lumber | $40.00 |
|  |  | United Community Bank  | $50.00 |
|  |  | US Postal Service  | $55.44 |
|  |  | Verizon | $104.33 |
|  |  | Visa  | $279.60 |
|  |  | Waste Management  | $5,794.86 |

A motion was made by Streyle, seconded by Larson, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 8:25 PM.

Signed

 Nick Parslow Kari Follman

 Mayor Auditor