**CITY OF LEEDS**

**Minutes**

**October 4, 2023**

**6:00 PM**

A regular meeting of the Leeds City Council was called to order by Mayor Nick Parslow on Wednesday, October 4, 2023, at 6:00 PM at Leeds City Hall. Council Members Kyle Nelsen, Tony Gratton, Patrick Streyle, and Kris Larson were present. Also present were city employees Al Lundstrom, Gina Harkness and Kari Follman.

**Sheriff Report**

Sheriff Roed did not attend the meeting and did not provide a report.

**Public Works**

Al Lundstrom reported that he will be obtaining a burn permit for the landfill soon and will also be draining the lagoons. We have received our radar speed signs, and he will work on mounting them. Al has been working on getting quotes from contractors for curb box and gate valve replacements.

A motion was made by Larson, seconded by Gratton, to accept the Public Works Superintendent’s report. The motion carried unanimously.

**Financials**

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

Larson made a motion to adjust the rates going forward for the Biby Apartments. The base rate for water and sewer will be one base charge for the meter, not for each unit. Each apartment building in the city will be charged the same base rate. The motion was seconded by Gratton. The motion carried unanimously.

Nelsen made a motion to waive all expenses the city incurred by watering the football field this summer and fall. Gratton seconded the motion, and the motion carried unanimously.

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

A motion was made by Streyle, seconded by Gratton, to approve minutes for the regular meeting held on September 13, 2023. The motion carried unanimously.

**Old business:**

A motion was made by Nelsen, seconded by Larson, for the City to draft a letter to Knife River Paving to express our concerns on the poor quality of workmanship and the failure of the remediation efforts along Central Ave South. The Public Works Department is to take pictures to include with correspondence. Larson seconded the motion. The motion carried unanimously.

A motion was made by Nelsen, seconded by Gratton, requesting a timeline from Arlen Anderson outlining plans for the demolition of his collapsed property. The motion carried unanimously.

**New Business**

A motion was made by Gratton, seconded by Larson, to approve a special event liquor license application submitted by Back 40 Bar for the wildlife banquet on Oct 20, 2023, at the Leeds Community Center. The motion carried unanimously.

November’s council meeting was scheduled for November 8, 2023, and December’s council meeting was scheduled for December 6, 2023.

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

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| Banyon Data Systems | $2,165.00 |
| Benson County Sheriff’s Department | $600.00 |
| Bobcat-Interstate Billing Service | $9,093.31 |
| Cendak Cooperative | $656.28 |
| Cindy Ritterman | $150.00 |
| Diane Hoffman | $107.26 |
| Elan City | $6550.00 |
| Farmers Union Oil Co. –York | $310.82 |
| First District Health Unit | $30.00 |
| Grand Forks Utility Billing | $26.00 |
| Hardware Hank | $52.73 |
| Leeds Airport Authority | $170.32 |
| Mac’s Hardware | $220.62 |
| Marketplace Motors | $113.86 |
| ND Sewage Pump Lift Station | $765.15 |
| NDTC | $254.99 |
| Northern Plains Electric | $536.13 |
| NRG Technology Services | $375.01 |
| Ottertail Power Co. | $1662.61 |
| Payroll | $20,912.99 |
| Sutton Homes | $5250.00 |
| Team Laboratory Chemical Corp | $920.50 |
| United Community Bank Insurance | $6473.00 |
| US Postal Service | $204.00 |
| USA BlueBook | $2763.15 |
| Verizon | $52.83 |
| Visa | $1,050.38 |
| Wang Law Trust | $7,000.00 |
| Waste Management | $5,451.54 |

A motion was made by Streyle, seconded by Gratton, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 7:15 p.m.

