**CITY OF LEEDS**

**Minutes**

**February 08, 2023**

**6:10 PM**

A regular meeting of the Leeds City Council was called to order by Mayor Nick Parslow on Wednesday, February 8, 2022, at 6:10 PM at Leeds City Hall. Present were Council Members: Kyle Nelsen, Tony Gratton, Patrick Streyle, and Kris Larson. Also present were city employees: Al Lundstrom, Gina Harkness, and Kari Follman. Sheriff Ethan Rode and John Lunde joined the meeting for a short time.

**Sheriff Report**

Sheriff Rode gave a report of recent police calls in the City. The City requested help with public complaints of dogs running at large. Pet owners with unleashed pets have received a written warning for being in violation of the City Pet Ordinance. If these pet owners continue to be in violation, charges will be issued.

**Public Hearing**

John Lunde addressed the council about available City-owned lots. Gibbens Law Office will be contacted about constructing an agreement, and lots will be published for sale.

**Engineering**

Gratton presented a resolution 02-08-2023-01 authorizing application with the North Dakota Department of Environmental Quality for assistance in performing a lead service line inventory in compliance with the Lead and Copper Rule Revisions. Nelsen moved for its adoption. The motion for the adoption of the foregoing resolution was duly seconded by Council Person Larson, and upon vote being taken thereon, the following voted in favor thereof: Kris Larson, Kyle Nelsen, Tony Gratton, and Patrick Streyle. No members voted against the resolution, and no member was absent and did not vote. Whereupon the resolution was declared duly passed and adopted and was signed by the Mayor and attested by the City Auditor.

**Public Works**

Al Lundstrom reported on the unavailability of fleet vehicles for municipalities.

Johnson’s Plumbing is scheduled to install a backflow prevention device at the bulk water station.

A motion was made by Gratton, seconded by Larson, to approve the purchase of a new snowblower attachment for the skid steer. The motion carried unanimously.

Streyle motioned to tow two nuisance vehicles to either the dump ground or the City lot south of the water plant. The motion was seconded by Nelsen. The motion carried unanimously.

A motion was made by Streyle, seconded by Larson, to approve the contract submitted by H & H Coatings for cleaning and inspecting the water tower and clear wells. The bi-Annual price for the water tower inspection is $4750.00 and shall be performed in 2024, 2026, and 2028. The underground clear well storage is $3,900.00 per service and shall be performed in 2024 and 2027. The motion carried unanimously

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

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

**Financials**

A motion was made by Streyle and seconded by Larson to approve the fund transfer of $4688 from Sewer Project Fund 515 to USDA Sewer Loan Reserve Fund 518. The motion carried unanimously.

Nelsen made a motion to renew the Water Tower Loan Resever CD and the Sewer Special Assessment CD to a 9-month term for a 3.6% interest earnings rate. Larson seconded the motion. Streyle abstained from the motion. Voting yea was Nelsen, Gratton, and Larson. The motion carried.

Streyle made a motion to pay Water Bond 2004 in full as soon as possible. Larson seconded the motion. The motion carried unanimously. This bond was due to mature in September 2023.

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

A motion was made by Streyle, seconded by Larson, to approve minutes for the regular meeting on January 4, 2023. The motion carried unanimously.

**Addition to the Agenda**

Gratton made a motion to advertise for a seasonal public works assistant position. The motion was seconded by Streyle. The motion carried unanimously.

**Old business:**

A motion was made by Larson, seconded by Streyle, to approve the contract with Benson County Commissioners for policing services for the City of Leeds with no amendments. The motion carried unanimously.

Nelsen made a motion to alter the dump ground key policy. The new policy will allow an individual to have a key to the dump ground if they pay a $250 deposit, and $100 annual fee, agree to follow all regulations and agree to pay for any expenses incurred with misuse. Larson seconded the motion, and the motion carried unanimously.

**New Business**

A motion was made by Nelsen, seconded by Gratton, to approve the Mayor’s signing of the financial award for a grant received by Park Vue Apartments. The motion carried unanimously.

Larson presented a resolution 02-08-2023-02 Adopting the Benson County Multi-Hazard Mitigation Plan. Gratton moved for its adoption. The motion for the adoption of the foregoing resolution was duly seconded by Council Person Nelsen, and upon vote being taken thereon, the following voted in favor thereof: Kris Larson, Kyle Nelsen, Patrick Streyle and Tony Gratton. No members voted against the resolution, and no member was absent. The resolution was declared duly passed and adopted, signed by the Mayor, and attested by the City Auditor.

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

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| Ace Hardware | $17.98 |
| Benson Co. Farmers Press | $52.00 |
| Benson County Sheriff Department | $600.00 |
| Benson County Treasurer | $614.06 |
| Bobcat-Interstate Billing Service | $6039.76 |
| Cendak Cooperative | $1327.25 |
| Centrak Painting and Sandblasting | $1800.00 |
| City of Minot | $90.00 |
| Farmers Union Oil Co. –York | $548.40 |
| Ferguson Waterworks | $1,257.66 |
| First District Health Unit | $30.00 |
| H & H Coatings, INC | $1.527.18 |
| Hawkins | $2,082.56 |
| Herminio Guzman | $310.00 |
| Lake Region Corporation | $60.00 |
| LaMotte’s Paint & Glass Supply | $170.13 |
| Leeds Airport Authority | $10,341.10 |
| Mac’s Hardware | $196.75 |
| NDTC | $327.40 |
| Northern Plains Electric | $712.62 |
| NRG Technology Services | $1079.52 |
| Ottertail Power Co. | $3004.23 |
| Payroll | $12,905.71 |
| Plunkett’s Pest Control | $49.52 |
| Railroad Management | $1096.30 |
| United Community Bank | $52.41 |
| Verizon | $52.78 |
| Visa | $600.35 |
| Waste Management | $5,572.01 |

A motion was made by Larson, seconded by Streyle, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 8:40 PM.

