**CITY OF LEEDS**

**Minutes**

**May 4, 2022**

**6:00 PM**

A regular meeting of the Leeds City Council was called to order by Mayor Nick Parslow on Wednesday, May 4, 2022, 6:00 PM at Leeds City Hall. Present were Council Members: Kyle Nelsen, Rob Nelsen, and Kris Larson. Council Member Patrick Streyle was absent. Also present were city employees: Jacob Eback, Al Lundstrom, and Kari Follman. Kurtis Nelsen was in the gallery, joining the meeting for a short time were Benson County Sherriff Rode and Deputy Travis Carlson.

Sheriff Rode presented a report to the Council.

Moore Engineering informed the City that we did not receive the US Army Corps Grant Funding for 2022. We will apply again for 2023.

Kyle Nelsen motioned to replace dilapidated street signs and add signage where needed. Larson seconded the motion, and the motion carried unanimously.

A motion was made by Kyle Nelsen, seconded by Larson, to call Moore Engineering for a recommendation on whether to hire Team Labs to inspect the lagoon. The estimated cost is $850 for two cells. The motion carried unanimously.

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

Rob Nelsen made a motion to accept Public Works Superintendents’ Report; Larson seconded the motion, and the motion was carried unanimously.

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

A motion was made by Larson, seconded by Kyle Nelsen, to approve minutes for the regular meeting held on April 6, 2022, and the tax equilization meeting held on April 27, 2022. The motion carried unanimously.

Clean-up Week has been rescheduled to June 6 through June 9, 2022. The Nuisance Committee’s citywide inspection has been rescheduled to May 13, 2022. Orginal dates for these two activities were canceled due to a late spring blizzard.

A motion was made by Larson, seconded by Rob Nelsen, to accept the contract presented by KAT & Compay, on behalf of the ND State Health Department, to develop a local mobile app for the City. The motion carried unanimously.

Larson made a motion, seconded by Rob Nelsen, to accept the bid from Ritterman Trucking to supply gravel. Ritterman Trucking was the sole bid received prior to the deadline. The motion carried unanimously.

A motion was made by Kyle Nelsen and seconded by Larson to add Deputy Auditor Gina Harkness to the signature card. The motion carried unanimously.

Rob Nelsen presented resolution 05-04-2022-01 to designate Benson County Farmers Press as the official newspaper for the City. The motion for the adoption of the foregoing resolution was duly seconded by Council Person Kyle Nelsen, and upon vote being taken thereon, the following voted in favor thereof: Kris Larson, Kyle Nelsen, and Rob Nelsen. No members voted against the resolution, and member Patrick Streyle 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.

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

|  |  |
| --- | --- |
| Benson Co. Farmers Press | $277.82 |
| Benson County Sheriff Department | $600.00 |
| Benson County Treasurer  | $1400.00 |
| Butler Machinery Co. | $1,900.00 |
| Diane Hoffman | $61.30 |
| Farmers Union Oil Co. –York | $77.59 |
| Grand Forks Utility Billing | $26.00 |
| Lake Region Corporation | $100.00 |
| Leeds Airport Authority | $3,199.28 |
| ND Job Service | $24.01 |
| ND Tax Commissioner | $235.11 |
| NDTC | $214.60 |
| Northern Plains Electric | $640.35 |
| Ottertail Power Co.  | $2,538.48 |
| Payroll | $10,420.50 |
| Plunkett’s Pest Control | $43.68 |
| Selensky Services | $700.00 |
| Softline Data INC | $131.70 |
| US Postal Service  | $53.20 |
| Verizon | $95.60 |
| Visa  | $224.00 |
| Waste Management  | $5,572.01 |

A motion was made by Rob Nelsen, seconded by Larson, to adjourn the meeting. Motion carried unanimously. The meeting was adjourned at 8:20 PM.

