

CITY OF LEEDS
Minutes
December 3, 2025
6:00 PM

A regular meeting of the Leeds City Council was called to order by Mayor Nick Parslow on Wednesday, December 3, 2025, at 5:00 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 and Gina Harkness.

Sheriff Report

The Benson County Sheriff did not attend or provide a report for the meeting.

Public Works

A new pit will be dug out at the dump ground in the Spring. The burn permit for the dump ground has been submitted, waiting to hear back about approval.

The snowplow blades on the Ford need to be replaced.

Larson made a motion to accept the Public Works Superintendent's Report, and Gratton seconded the motion. The motion carried unanimously.

Financials

The city has two certificates of deposit, both of which will be maturing on December 6, 2025. Gratton motioned to renew the CD and the CD for a 12-month term. Larson seconded the motion. Streyle abstained, voting in favor were Nelsen, Larson, and Gratton. No member voted against the motion. The motion carried.

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

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 the minutes with corrections from the December 3, 2025, regular meeting. The motion carried unanimously.

Old business:

A motion was made by Larson, seconded by Nelsen, to accept the employees' yearly review. The motion carried unanimously.

New Business

A motion was made by Nelsen, seconded by Gratton, to sign the NRG agreement. The motion carried unanimously.

Streyle made a motion, seconded by Gratton, to accept the rental increase on the old City shop. The motion carried unanimously.

A motion was made by Larson, seconded by Nelsen, to fill out the state bonding application. The motion carried unanimously.

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

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|----------------------------------|-------------|
| Acme Tools | \$3,434.92 |
| Banyon Data Systems | \$1,850.00 |
| Benson Co. Farmers Press | \$79.56 |
| Blue Cross Blue Shield | \$1,168.36 |
| Cendak Cooperative | \$609.28 |
| City of Minot | \$90.00 |
| Farmers Union Oil Co. –York | \$50.00 |
| First District Health Unit | \$30.00 |
| Hawkins | \$1,060.55 |
| James Braun | \$500.00 |
| Leeds Airport Authority | \$1,236.69 |
| Leeds City Park District | \$50,000.00 |
| Leeds Cemetery | \$2,720.00 |
| Mark’s Greenhouse & Floral | \$9,780.00 |
| ND Dept of Environmental Quality | \$218.30 |
| NDTC | \$269.64 |
| Nick Sattler | \$1,250.00 |
| Northern Plains Electric | \$494.14 |
| Ottertail Power Co. | \$1,953.15 |
| Payroll | \$13,620.17 |
| Plunkett’s Pest Control | \$90.65 |
| US Postal Service | \$234.00 |
| Verizon | \$159.58 |
| Visa | \$328.35 |
| Waste Management | \$6,226.57 |

A motion was made by Streyle, seconded by Gratton, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 7:26PM.

X

Nick Parslow
Mayor

X

Gina Harkness
City Auditor

