

OFFICIAL PROCEEDINGS

The Viborg City Council met in Regular Session on December 11, 2023 at the Viborg City Hall.

Mayor Edelman called the meeting to order at 6:00 p.m. Council present: Shelley DeJong, Jordan Knudsen, Jared Voog, Neal Hanson, Travis Kolthoff, and Ross Frederickson. Also present: Lisa Rudd, Finance Officer & Gary Ward, City Attorney.

Also in attendance: Presley Helm, Police Chief and Jody Nelsen, Maintenance Superintendent, Pat Carey, Banner, Marv Ackerman, Planning & Zoning.

Mayor Edelman led all in attendance in the Pledge of Allegiance.

Motion by DeJong, second by Voog to approve the December 11, 2023 agenda. Motion carried.

Minutes of the November 13, 2023 Regular Session Council Meeting were reviewed. Motion by Hanson, second by Voog to approve. Motion carried.

Claims were reviewed by Council. Motion by DeJong, second by Frederickson to approve claims. Motion carried.

**INSERT CLAIMS**

Pat Carey from Banner spoke on behalf of Waste Water Improvements in Industrial Park & Surface Water Discharge compliance schedule for the upcoming additions added in the Industrial Park area. Also, the Storm Sewer improvements on Main Street with the Hwy 19 project in 2027.

Marv Ackerman spoke on concerns with code enforcer letters.

Police Chief, Presley Helm, gave his report for the month of November. More reports coming in about stolen cars or attempts to steal cars so please keep your car doors locked.

Maintenance Superintendent, Jody Nelsen, gave his report for the month of November. Will be getting some prices quotes on possible new gutters on the front of the Community Center.

Motion by Frederickson, second by Knudsen to approve first reading of Ordinance #2023-06 accepting Supplemental Appropriations. Upon roll call vote, all council voted in favor.

Motion by DeJong, second by Voog to approve second reading of Ordinance #2023-04 accepting Property Maintenance Code 2021. Upon roll call vote, all council voted in favor.

**INSERT ORDINANCE**

Motion by Voog, second by Hanson to approve reading of Resolution #2023-05 for Financial Assistance for Sanitary & Storm Sewer Extension. Upon roll call vote, all council voted in favor.

**INSERT RESOLUTION**

The annual Christmas tree pickup has been scheduled for December 27, 2023 through January 15, 2024.

Council discussed holiday bonuses and the annual holiday gathering. Motion was made by DeJong and second by Hanson that annual holiday bonus to \$275 for full-time employees and \$150 for part-time employees this year in lieu of the holiday party. All in favor.

Council discussed giving the Garden Club and Library Volunteer Annie Ver Heul \$50.00 each in Viborg Bucks for all they do for the community. Motion was made by Kolthoff and second by DeJong. All in favor.

Motion by DeJong, second by Frederickson to refund 5 water deposits to customers with sufficient payment history. All in favor.

Finance Officer Rudd presented the Council the 2022 Audit Report.

Motion by Voog, second by DeJong for approval of the \$1,000 yearly allocation to the DBS Hall. All in favor.

City Hall and the Library will be closed all day Monday, December 25<sup>th</sup> and all day Tuesday, December 26<sup>th</sup> in observance of Christmas. City Hall and Library will also be closed on January 1, 2024 for the New Year. All approved.

The year-end meeting is scheduled for Wednesday, December 27, 2023 at 6:00 p.m. at Viborg City Hall.

The Regular Session Meeting for January will be held Monday, January 8, 2024 at 6:00 p.m. at the Viborg City Hall.

Motion by Frederickson, second by DeJong to enter into Executive Session at 8:00 p.m. for personnel matters pursuant to SDCL1-25-2(1). All in favor.

Mayor Edelman declared end of Executive Session at 8:38 p.m.

Motion by Voog, second by Frederickson to adjourn at 8:41 p.m. Motion carried.

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Lisa Rudd, Finance Officer

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John Edelman, Mayor