

**CITY OF SALIX  
COUNCIL MEETING MINUTES 2024**

**REGULAR MEETING – January 10, 2024**

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, January 10th, 2024. Council members present: Nick Black, Denise Burkhart, Emily Clayton, and Cindy VanAuken. Karen Allen was absent. Others present: Kathy Brouillette, Ed Colyer Dty Lusebrink and Patrick Mouw (V&K).

- The Woodbury County Sheriff Report was reviewed by the council. Dty Lusebrink stated that there have been a few break-ins in Sloan and Monona Counties and remind residents to lock their homes and vehicles.
- Patrick Mouw provided an update on 3 different drainage options to be reviewed at the informational meeting on Thursday evening.
- Resolution 2023-26, a resolution approving the periodic exam from Rachelle K. Thompson, CPA PLLC was approved on motion from Clayton, seconded by VanAuken. Roll call vote: Black (aye), Burkhart(aye), Clayton(aye), VanAuken(aye). Resolution 2024-1 passed and approved.
- Resolution 2024-1 to approve 2023 wages was approved on motion from Clayton and seconded by Burkhart. Roll call vote: Black (aye), Burkhart(aye), Clayton(aye), VanAuken(aye). Resolution 2024-1 passed and approved. 2023 Wages: Karen Allen \$275.00, Kathy Brouillette \$35,502.40, Denise Burkhart \$300.00, Carl Clayton \$131.66, Emily Clayton \$234.27, Ed Colyer \$39,912.84, Gene Monk \$246.67, Donnie Nelson \$150.00, Kevin Nelson \$2,400.00, Cindy VanAuken \$300.00. Total Wages: \$79,218.57
- December financial reports and claims were approved on motion from Burkhart. VanAuken seconded. All ayes, motion carried. Claims approved: ACCO...chemicals...\$729.60, BAINBRIDGE CONSTRUCTION...aspen sewer project...\$114,121.31, CHN...garbage...\$2759.16, ED COLYER...reimburse V-plow joystick for snow truck...\$503.03, EFTPS...taxes...\$1727.00, IA DEPT OF REVENUE...sales tax...\$559.88, IPERS...retirement...\$997.91, JBE LLC...water help...\$800.00, GILL HAULING...landfill...\$1579.73, LONG LINES...phone...\$34.65, MENARDS...heater for lift station...\$69.99, MIDAMERICAN...electric...\$1374.50, MIKE'S MINI MART...fuel...\$75.00, ROGERS I29...oil change...\$78.22, SALIX FIRE DEPT...city hall electric...\$39.20, SGT. BLUFF ADVOCATE...publication...\$85.57, SIOUXLAND DISTRICT HEALTH...testing...\$14.00, STATE WITHHOLDING...taxes...\$556.82, USA BLUEBOOK...drum syphon pump...\$83.34, VERIZON...cell phones...\$126.39, VISA...stamps, Microsoft subscription, solenoid...456.37. PAYROLL...5277.42 FUND TOTALS: GEN: \$9,001.40, ROAD USE: \$2,431.13, CAP PROJECT: \$114,121.31, WATER: \$4,805.33, SEWER: \$1,689.92
- Maintenance reports were reviewed by the council.
- Minutes from the December 13th council meetings were approved on motion from Burkhart. Clayton seconded the motion. All ayes, motion carried.
- Clayton motioned to order a notice of public hearing to be held on February 15<sup>th</sup> to approve and adopt the proposed FY24 amendment. VanAuken seconded the motion. All ayes, motion carried.
- Council reviewed and updated list of nuisances.
- Colyer stated that 21 homes were completed in the Lead Service Line Inventory. 141 are left to be completed before July 2024.

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- Mayor Nelson stated that he will be working with Michael Montino to update the city's evacuation plan policy and other city policies.

Revenues received by fund for December 2023:

General: \$8,156.90 Road Use: \$2,691.43 Employee Benefits: \$455.15, Emergency: \$84.11, Local Option Sales Tax: \$4,584.95, Debt Service: \$4,699.64, Water: \$8,092.79, Water Sinking: \$3,541.67, Sewer: \$2,296.20, Sewer Sinking: \$461.67. Total Revenues: \$35,064.51

The meeting was adjourned at 8:47pm on motion from Clayton and seconded by Burkhart.

\_\_\_\_\_  
Kevin Nelson, Mayor

Attest: \_\_\_\_\_

Kathy Brouillette, Clerk

**CITY OF SALIX**  
**COUNCIL MEETING MINUTES 2024**

**REGULAR MEETING - February 15, 2024**

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Thursday, February 15<sup>th</sup>, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton, and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer Chad Kehrt (V&K), Mike Montino, Michelle and Mark Skaff.

- Michelle Skaff introduced herself to the council and announced her qualifications and decision to run for Woodbury County Auditor.
- Mike Montino discussed his role with the Emergency Management Center and how their department is here to help the City of Salix in an emergency event.
- Kehrt provided the council with pay estimate #2 from Bainbridge Construction regarding the Aspen Street Sewer project. VanAuken motioned to approve pay estimate #2 in the amount of \$22,742.48 seconded by Allen. All ayes, motion carried.
- Mayor Nelson provided the council with an update from January's informational meeting with Woodbury County Supervisors and V&K. After further discussion with local farmers, landowners and Woodbury County Supervisors, the council wishes that Mayor Nelson request to be added to the agenda for the March 14<sup>th</sup> Farmer's Drainage District meeting to discuss alternative options for drainage.
- At 8:10am, Mayor Nelson opened the public hearing on the proposed FY24 budget amendments. No citizens voiced an opinion for or against the proposal. No oral or written comments were received after the required notice was posted and published in the Sgt. Bluff Advocate. Clayton motioned to close the public hearing, seconded by Burkhart. All ayes, motion carried. At 8:10pm, Mayor Nelson declared the public hearing closed.
- Resolution 2024-2, a resolution adopting amendments to the budget for fiscal year ending June 30, 2024, was moved by a motion from VanAuken and seconded by Clayton. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye). Mayor Nelson declared Resolution 2024-2 passed.
- Brouillette explained the new process for FY25 budget requirements. Brouillette will be applying for park grants and grants for a new city truck with plow.
- January financial reports and claims were approved on motion from Burkhart. Allen seconded. All ayes, motion carried. Claims approved: BAINBRIDGE CONSTRUCTION...aspen sewer project...\$22,742.48, CHN...garbage...\$2759.16, CRARY HUFF...legal services...\$265.03, ED COLYER...reimburse for diesel...\$31.61, EFTPS...taxes...\$1762.64, IA DEPT OF REVENUE...sales tax...\$469.26, IOWA ONE CALL...locates...\$19.80, IPERS...retirement...\$1137.69, JBE LLC...water help...\$800.00, KATHY BROUILLETTE...mileage...\$35.57, LONG LINES...phone...\$35.57, MIDAMERICAN...electric...\$1318.66, MIKE'S MINI MART...fuel...\$65.00, SALIX FIRE DEPT...city hall electric...\$52.71, SGT. BLUFF ADVOCATE...publication...\$68.67, SIOUXLAND DISTRICT HEALTH...testing...\$25.00, VERIZON...cell phones...\$126.42, VISA...control throttle for Bobcat and annual fee...\$114.29, WOODBURY COUNTY AUDITOR...elections...\$239.97. PAYROLL...\$8062.70 FUND TOTALS: GEN: \$8,596.26, ROAD USE: \$3,732.73, CAP PROJECT: \$22,742.48, WATER: \$3,790.13, SEWER: \$1,253.55

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- Maintenance reports were reviewed by the council. Colyer completed 5 additional Lead Service Line inspections last month. A leak was identified at two residential homes in January and expect that water loss will be reduced next month.
- Minutes from the January 10<sup>th</sup> council meeting was approved on motion from Burkhart. Allen seconded the motion. All ayes, motion carried.
- The Triple C Pest Control Agreement was tabled as the council requested Brouillette to confirm if the city could utilize Triple C on an "as needed" basis.
- FEMA Flood Zone maps were reviewed by the council. Mayor Nelson commented that we will be looking to update our floodplain ordinances within the next few months.
- Brouillette reviewed water/sewer/garbage rates with council and will provide an ordinance to be reviewed at the March council meeting.
- Allen motioned and VanAuken seconded to send a second violation on nuisance abatements that have not cleaned up the nuisances with the required 45 days. All ayes, motion carried.
- Mayor Nelson thanked Colyer, Monk and Clayton for clearing of streets in January and quick resolve to fix equipment.
- The council requested that we change the regular council meeting scheduled for Wednesday, March 13<sup>th</sup> to Thursday, March 14<sup>th</sup>.

Revenues received by fund for January 2024:

General: \$5,512.36, Road Use: \$3,107.30, Employee Benefits: \$105.45, Emergency: \$19.49, Local Option Sales Tax: \$4,031.85, Debt Service: \$4,099.87, Water: \$7,454.45, Water Sinking: \$3,541.67, Sewer: \$1,884.04, Sewer Sinking: \$461.67. Total Revenues: \$30,218.15

The meeting was adjourned at 9:00pm on motion from Clayton and seconded by Burkhart.

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Kevin Nelson, Mayor

Attest:

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Kathy Brouillette, Clerk

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**REGULAR MEETING – March 14, 2024**

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Thursday, March 14th, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton (arrived at 7:20pm), and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer, Jake Goodin, Craig Beedle and Dty Cottell.

- The Woodbury County Sheriff Report was reviewed by the council. Deputy Cottell stated that clean-up of the train derailment will take place Monday-Wednesday next week. It is possible that we will have some road detours on Hwy 75.
- Jake Goodin presented the council with an insurance proposal beginning April 1<sup>st</sup>. Insurance rates rose 30% primarily on building coverages. The council requested Goodin revise the proposal on some vehicle coverage which would reduce the amount. Goodin will supply the new amount to be paid to Brouillette to be included in February claims.
- There were no new updates to the Aspen Sanitary Sewer project as we are unable to test the lift station until electricity is installed.
- Allen, Black, VanAuken and Brouillette attended the Farmer's Drainage District Public hearing/meeting on March 14<sup>th</sup>. The drainage district held a public hearing on the district's engineer report for annexation of additional lands and right-of-way. Over 50 parcels located within Salix City limits were included. VanAuken asked the Farmer's Drainage District Trustees if they would consider including all of Salix into that report or establishing a long-term agreement. The Trustees were open to discussing Salix options and asked Salix Council members to present options to the trustees. After much discussion from the council, Mayor Nelson advised Brouillette to reach out to a drainage attorney to uncover some questions the council had regarding drainage annexation law. The council also agreed to postpone further meetings with the Board of Supervisors until possibilities with the Farmer's Drainage District are reviewed and agreed upon.
- The first reading of Ordinance 2024-1, an ordinance amending the code of ordinances of the City of Salix by amending provisions pertaining to water, sewer, garbage, and landfill rates was approved on motion from VanAuken and seconded by Allen. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye). The second reading will take place at the April 10<sup>th</sup> council meeting.
- February financial reports and claims were approved on motion from Burkhart to include payment to Goodin insurance for amount not to exceed \$14,057.00. Clayton seconded. All ayes, motion carried. Claims approved: CHN...garbage...\$2759.16, CRARY HUFF...legal services...\$1426.50, DNR...exam fee...\$60.00, EFTPS...taxes...\$1908.89, FLOYD RIVER MATERIALS...crushed concrete...\$999.86, IA DEPT OF REVENUE...taxes...\$462.83, IPERS...retirement...\$1274.06, JBE LLC...water help...\$920.00, LONGLINES...phone...\$34.65, MIDAMERICAN...electric...\$1318.31, MIKE'S MINI MART...fuel...\$79.45, OFFICE OF AUDITOR OF STATE...periodic exam fee...\$800.00, SALIX FIRE DEPT...city hall electric...\$34.97, SGT. BLUFF ADVOCATE...publications...\$217.49, SIOUXLAND DISTRICT HEALTH...testing...\$14.00, V&K...engineer fees...\$179.00, VERIZON...cell phones...\$126.42, VISA...stamps...\$106.00. PAYROLL...\$4746.74 FUND TOTALS: GEN: \$10,685.41, ROAD USE: \$2,092.09, WATER: \$3,585.93, SEWER: \$1,104.90

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- Maintenance reports were reviewed by the council. Mayor Nelson asked Colyer to take down the snow fence. Allen requested the park restrooms be open for Easter Egg Hunt.
- Minutes from the February 15<sup>th</sup> meeting was approved on motion from Burkhart. VanAuken seconded the motion. All ayes, motion carried.
- Due to the expected dry summer, the council agreed to fog for mosquitos every other week beginning in May. Burkhart motioned to approve the Triple C Pest Control agreement; Clayton seconded. All ayes, motion carried.
- The proposed Floodplain Ordinance was table to next month.
- A claim was submitted for the city's electric sign. Due to the sign's age, we would need to look at replacing it or removing it. The council will determine once we have information from the insurance claim.
- Burkhart motioned to order a notice of public hearing to be held on March 27<sup>th</sup> at 6:30pm for public comment on the proposed property tax levy. Allen seconded the motion. All ayes, motion carried.
- The council reviewed a letter from a concerned resident about the amount of vehicles and junk located along Hwy 75. Burkhart will follow up with the resident.
- Mayor Nelson stated that he would like to donate a bench to the Salix City Park and solicited feedback from the council.
- Mayor Nelson is still working on emergency procedures and should have an update at the next council meeting.
- Spring Clean Up weekend is scheduled for May 31<sup>st</sup> – June 2<sup>nd</sup>. The council agreed to open the brush pile as needed. Colyer will burn as weather permits.

Revenues received by fund for February 2024:

General: \$9,317.17, History Center: \$15.00, Road Use: \$2,301.27, Employee Benefits: \$18.32, Emergency: \$3.39, Local Option Sales Tax: \$6,027.57, Debt Service: \$6,093.94, Water: \$8,790.79, Water Sinking: \$3,541.67, Sewer: \$2,397.97, Sewer Sinking: \$461.67. Total Revenues: \$38,968.16

The meeting was adjourned at 9:31pm on motion from Clayton and seconded by Burkhart.

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Kevin Nelson, Mayor

Attest: \_\_\_\_\_

Kathy Brouillette, Clerk

**CITY OF SALIX**  
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**PUBLIC HEARING - March 27, 2024**

Mayor Nelson opened the public hearing of the Salix City Council at 6:30pm on Wednesday, March 27th, 2024. Council members present: Karen Allen, Denise Burkhardt, Emily Clayton, and Cindy VanAuken. Black was absent. Others present: Kathy Brouillette.

- Mayor Nelson opened the public hearing to discuss maximum property tax dollars for the fiscal year 2025. No citizens voiced an opinion for or against the proposal. No oral or written comments were received after the required notice was posted and published in the Sgt. Bluff Advocate. Clayton made a motion to close the public hearing and VanAuken seconded. Mayor Nelson declared the public hearing closed.
- Burkhardt motioned to adjourn the public hearing meeting at 6:45pm. Clayton seconded.

Attest: \_\_\_\_\_

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Kevin Nelson, Mayor

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Kathy Brouillette, Clerk

**SPECIAL MEETING - March 27, 2024**

Mayor Nelson opened the special meeting of the Salix City Council at 6:45pm on Wednesday, March 27th, 2024. Council members present: Karen Allen, Denise Burkhardt, Emily Clayton, and Cindy VanAuken. Black was absent. Other present: Kathy Brouillette.

- Burkhardt motioned to order a notice of public hearing to be held on April 10, 2024 to approve and adopt the proposed FY25 budget. VanAuken seconded the motion. All ayes, motion carried.
- Mayor Nelson provided updates regarding ongoing nuisances.
- Mayor Nelson stated that the Woodbury County Board of Supervisors agreed to extend the public hearing on the proposed Salix Drainage District until June 18<sup>th</sup> as the council prepares for proposals to the Farmer's Drainage District on continuing to drain water to the east.
- Brouillette mentioned that there will be a public hearing on a zoning variance on April 18<sup>th</sup> at 7pm.
- Burkhardt motioned to adjourn the public hearing meeting at 7:00pm. Clayton seconded.

Attest: \_\_\_\_\_

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Kevin Nelson, Mayor

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Kathy Brouillette, Clerk

**CITY OF SALIX**  
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**REGULAR MEETING AND PUBLIC HEARING - April 10, 2024**

Mayor Nelson opened the public hearing/regular meeting of the Salix City Council at 7:00pm on Wednesday, April 10th, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhardt, Emily Clayton, and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer, Dty Cottrell, Nick Novotny and Criag Beedle(V&K).

- The Woodbury County Sheriff Report was reviewed by the council.
- Mayor Nelson asked for citizen comments. Nick Novotny presented the city with a check for \$1435 on behalf of the MidAmerican Trees Please Grant. No citizens voiced an opinion for or against the FY25 budget proposal. No oral or written comments were received after the required notice of the public hearing was posted and published in the Sgt. Bluff Advocate. Public Hearing closed.
- The council had a lengthy discussion regarding options to propose to the Farmer's Drainage District. Council members Allen, Black and VanAuken will attend the Farmer's Drainage District meeting on April 18<sup>th</sup> to propose 3 different options.
- The second reading of Ordinance 2024-1, an ordinance amending the code of ordinances of the City of Salix by amending provisions pertaining to water, sewer, garbage, and landfill rates was approved on motion from Burkhardt and seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhardt (aye), Clayton (aye), VanAuken (aye). The third and final reading will take place at the May council meeting.
- Ordinance 2024-2, an ordinance amending the code of ordinances of the City of Salix, Iowa by amending provisions pertaining to Floodplain Management was approved on motion from VanAuken, seconded by Allen. Roll call vote: Allen (aye), Black (aye), Burkhardt (aye), Clayton (aye), VanAuken (aye). A second reading will take place at the May council meeting.
- March financial reports and claims were approved on motion from Allen. VanAuken seconded. All ayes, motion carried. Claims approved: ACCO...chemicals...\$845.80, CHN...garbage...\$2759.16, CRARY HUFF...legal services...\$391.36, DSG...fire hydrant...\$3199.00, EFTPS...taxes...\$1307.75, GOODIN INSURANC...city insurance...\$13852.00, IA ASSOC OF MUNICIPAL UTILITIES...dues...\$683.00, IA DEPT OF REVENUE...sales tax...\$454.34, IMMENSE IMPACT...website...\$665.00, IPERS...retirement...\$813.14997.91, JBE LLC...water help...\$800.00, KATHY BROUILLETTE...reimbursement of phone repair...\$32.10, GILL HAULING...landfill...\$1579.73, LONG LINES...phone...\$34.65, MIDAMERICAN...electric...\$1318.11, MUNICIPAL SUPPLY...water meters...\$493.92, SALIX FIRE DEPT...city hall electric...\$27.49, SGT. BLUFF ADVOCATE...publication...\$303.39, SIOUXLAND DISTRICT HEALTH...testing...\$14.00, STATE WITHHOLDING...taxes...\$562.43, USA BLUEBOOK...testing supplies...\$502.30, VERIZON...cell phones...\$126.42, VISA...stamps, skid shoes, mower blades, supplies...\$569.29. PAYROLL...\$2,172.43  
FUND TOTALS: GEN: \$22,486.06, ROAD USE: \$1,543.35, WATER: \$8,646.76, SEWER: \$830.66
- Maintenance reports were reviewed by the council. Colyer mentioned that there are 130 water connections left to update on the Lead Service Line report that is due in July. Colyer will also contact IRWA for water loss inquiries.
- Minutes from the March 14<sup>th</sup> and March 27<sup>th</sup> council meetings were approved on motion from Burkhardt. Clayton seconded the motion. All ayes, motion carried.



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- Mayor Nelson provided an update on a second nuisance abatement infraction and reminded the council that as spring approaches we may see more nuisance discussion during council meetings.
- Spring Clean Up weekend is May 31<sup>st</sup> - June 2<sup>nd</sup>. The council discussed having the lagoon dump site open for small branches only subject to wind/weather conditions. Details will be outlined in the May newsletter.

Revenues received by fund for March 2024:

General: \$8,458.71 Road Use: \$1,822.03 Employee Benefits: \$463.33, Emergency: \$85.62, Local Option Sales Tax: \$3,611.75, Debt Service: \$3,685.29, Water: \$8,694.49, Water Sinking: \$3,541.67, Sewer: \$2,350.35, Sewer Sinking: \$461.67. Total Revenues: \$33,174.91

The meeting was adjourned at 8:35pm on motion from Clayton and seconded by Burkhart.

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Kevin Nelson, Mayor

Attest: \_\_\_\_\_  
Kathy Brouillette, Clerk

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**SPECIAL MEETING – April 15, 2024**

Councilmember Allen opened the special meeting of the Salix City Council at 9:00pm on Monday, April 15th, 2024. Council members present: Karen Allen, Nick Black, and Cindy VanAuken. Others present: Kathy Brouillette.

- Resolution 2024-3, a resolution approving the budget for fiscal year ending June 30, 2025, was approved on motion from Allen and seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhardt(absent), Clayton(absent), VanAuken(aye). Resolution 2024-3 passed and approved.

The meeting was adjourned at 9:29am on motion from VanAuken and seconded by Allen.

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Kevin Nelson, Mayor

Attest: \_\_\_\_\_  
Kathy Brouillette, Clerk

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**REGULAR MEETING - May 8, 2024**

Mayor Nelson opened the public hearing/regular meeting of the Salix City Council at 7:00pm on Wednesday, May 8th, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton, and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer, Dty Cottrell.

- The Woodbury County Sheriff Report was reviewed by the council.
- Aspen Sanitary Sewer Update: Waiting on Steinhoff to install electricity to test lift station.
- Salix Drainage Update: The Farmer's Drainage District is considering extending an agreement with the city. Their attorney is drafting up an agreement to review.
- The third reading of Ordinance 2024-1, an ordinance amending the code of ordinances of the City of Salix by amending provisions pertaining to water, sewer, garbage, and landfill rates was approved on motion from Burkhart and seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye). Ordinance 2024-1 passed and approved.
- Ordinance 2024-2, an ordinance amending the code of ordinances of the City of Salix, Iowa by amending provisions pertaining to Floodplain Management was approved on motion from Burkhart, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye).
- VanAuken motioned to waive the third reading of Ordinance 2024-2. Burkhart seconded. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye).
- April financial reports and claims were approved on motion from Burkhart. Clayton seconded. All ayes, motion carried. Claims approved: BRYAN ROCK PRODUCTS...Aglime for ballfield...\$2071.23, CHN...garbage...\$2759.16, CRARY HUFF...legal services...\$260.50, EFTPS...taxes...\$1313.10. HUDSON LAW FIRM...legal services...\$300.00, IA DEPT OF REVENUE...sales tax...\$454.39, IPERS...retirement...\$816.54, JBE LLC...water help...\$800.00, KATHY BROUILLETTE...mileage...\$26.33, LONG LINES...phone...\$34.65, MENARDS...shop supplies...\$1.58, MIDAMERICAN...electric...\$1349.12, PORT NEAL WELDING...street cleaner weld...\$218.75, SALIX FIRE DEPT...city hall electric...\$20.74, SGT. BLUFF ADVOCATE...publication...\$204.10, SIOUXLAND DISTRICT HEALTH...testing...\$14.00, STATE WITHHOLDING...taxes...\$562.43, USA BLUEBOOK...testing supplies...\$502.30, VERIZON...cell phones...\$126.28, VISA...shop supplies and mower parts...\$164.68. PAYROLL...\$2,247.44 FUND TOTALS: GEN: \$8,299.85, ROAD USE: \$1,422.91, WATER: \$2,718.97, SEWER: \$728.06
- Maintenance reports were reviewed by the council. Colyer mentioned that we received a great response from the lead service line surveys but will need to go to individual houses to complete an inventory from those who haven't responded. VanAuken and Allen provided a list of projects to complete at the park. Colyer will contact IRWA again to see if they can assist with potential water leaks.
- Minutes from the April 10<sup>th</sup> and April 15<sup>th</sup> council meetings were approved on motion from VanAuken. Burkhart seconded the motion. All ayes, motion carried.
- Mayor Nelson provided a list of properties who haven't mowed and requested that the clerk

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send letters on Monday if still not complete after ground dries up. Brouillette forwarded a few sample ordinances to the council regarding excess and junk vehicles. Mayor Nelson requested that this be added to June's council meeting agenda.

- Spring Clean Up weekend is May 31<sup>st</sup> - June 2<sup>nd</sup>. Times will be posted. The lagoon will be open for small limbs/branches as needed and subject to Colyer's discretion.
- Colyer will investigate options for a new/gently used city truck to be purchased in FY25.
- Allen and VanAuken will research pricing to replace worn playground pieces.

Revenues received by fund for April 2024:

General: \$36,494.54 Road Use: \$2,987.79 Employee Benefits: \$4,297.67, Emergency: \$1,108.90, Local Option Sales Tax: \$3,783.73, Debt Service: \$3,856.60, Water: \$8,746.74, Water Sinking: \$3,541.67, Sewer: \$2,286.56, Sewer Sinking: \$461.67. Total Revenues: \$67,565.87

The meeting was adjourned at 8:04pm on motion from Clayton and seconded by Burkhart.

\_\_\_\_\_  
Kevin Nelson, Mayor

Attest: \_\_\_\_\_  
Kathy Brouillette, Clerk

**CITY OF SALIX**  
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**REGULAR MEETING - June 12, 2024**

Mayor Pro Tem Burkhart opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, June 12<sup>th</sup>, 2024. Mayor Nelson was absent. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton, and Cindy VanAuken. Others present: Kathy Brouillette, Dty Butler, Sam and Deb Knight, Nick Novotny, Kent Carper.

- The Woodbury County Sheriff Report was reviewed by the council.
- Resolution 2024-4, a resolution to approve end of fiscal year transfers for FY24 was approved on motion from VanAuken, seconded by Allen. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye).
- Resolution 2024-5, a resolution waiving the Salix City Council right to review and approve a minor subdivision to be known as Sandport Addition located outside the city limits was approved on motion from Burkhart, seconded by Allen. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye).
- Resolution 2024-6, a resolution approving the final plat of Aspen Estates Addition was approved on motion from Burkhart, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye).
- The City of Salix will be receiving an insurance settlement due to damage to the city's electronic sign. Resolution 2024-7 was created to borrow money from the utility fund to purchase a new sign and then immediately pay it back when the insurance check was received. Brouillette believed that since we were near the end of the fiscal year, we should just pay for the sign out of next year's budget. Therefore, Resolution 2024-7, a resolution to borrow against utility fund was dismissed. The council wishes to purchase a higher resolution sign which will be around \$4,000 more than the insurance check settlement.
- May financial reports were approved on motion from Burkhart. Clayton seconded. All ayes, motion carried.
- Colyer was absent due to alarms at the East Lift Station. Water and Wastewater reports were provided for council review.
- Minutes from the May 8<sup>th</sup> council meeting was approved on motion from Black. VanAuken seconded the motion. All ayes, motion carried.
- VanAuken and Allen expressed that they would review nuisance ordinances and propose a change to the City's ordinance at the next council meeting to address junk and junk vehicles.
- Walker's Cigarette Permit Application was approved on motion from VanAuken and seconded by Black. All ayes, motion carried.
- A tax abatement application for Larry Brockshus was declined on motion from Burkhart and seconded by VanAuken. The reason for denial was because the building will not be used for commercial or residential purpose at this time.
- The council reviewed a proposed 5-year pumping agreement with the Farmer's Drainage District. There were a few unanswered questions that the council would like to research before giving a final answer. Approval tabled until July's council meeting.
- Sam Knight (406 Oak Street) is interested in purchasing a sliver of land owned by the city

**CITY OF SALIX  
COUNCIL MEETING MINUTES 2024**

behind her house to extend her backyard. The council, unclear of future development needs of the 5-acre plat behind Oak Street, decided to table the decision until the plat for development is determined. Allen motioned to consider declining offer for the time being, seconded by VanAuken. All ayes, motion carried.

- The council discussed several nuisances and advised Brouillette to send letters to offenders.
- Disaster Preparedness Training will take place in the Salix Community Center on Tuesday, June 18<sup>th</sup> from 7pm - 9pm.
- The following claims were approved on motion from Burkhardt, seconded by Black. All ayes, motion carried. AC'S PC'S...network issues...\$500.00, CHN...garbage...\$2759.16, CINDY VANAUKEN...reimburse plants and supplies for park...\$128.01, CRARY HUFF...legal services...\$306.00, D&H PLUMBING...hydrant repair...\$1742.00, D.J. GONGOL & ASSOCIATES...east lift station parts...\$192.58, DORSEY & WHITNEY...legal help with new tax abatement...\$5000.00, EFTPS...taxes...\$1319.23, FLOYD RIVER MATERIALS...gravel on Benton...\$3200.16, FOUNDATION ANALYTICAL LAB...testing...\$24.00, IA DEPT OF REVENUE...sales tax...\$500.85, IMWCA...workers comp...\$1307.00, INTELLIPRO SECURITY...door lock software...\$500.00, IA FINANCE AUTHORITY...\$40,330.00...principal and interest payments, IA LEAGUE OF CITIES...DUES...\$386.00, IOWA ONE CALL...locates...\$18.00, IPERS...retirement...\$822.88, JBE LLC...water help...\$800.00, JDH SERVICES...spraying at park...\$800.00, LONGLINES...phone...\$34.65, MENARDS...dehumidifiers and shop supplies...\$967.98, MIDAMERICAN...electric...\$1349.22, MIKE'S MINI MART...fuel...\$157.50, MIRACLE RECREATION...playground equipment...\$10,306.00, MITCHEL CONTRACTING...building permits/inspections...\$250.00, RICHARDSON TRUCKING...riprap for lagoon...\$4000.00, SALIX FIRE DEPT...city hall electric, gas/diesel...\$307.74, SGT. BLUFF ADVOCATE...publication...\$243.61, SIOUXLAND DISTRICT HEALTH...testing...\$14.00, SIOUXLAND WELL CO...lift station pump out...\$250.00, SLOAN STATE BANK...loan payment...\$24,156.00, SOOLAND BOBCAT...bobcat maintenance...\$954.97, TREE HEALTH SERVICES...trees for park...\$2,642.00, TRIPLE C PEST CONTROL...fogging...\$131.25, USA BLUEBOOK...chemical supplies and pump...\$1369.80, UTILITY EQUIPMENT CO...parts for fire hydrant...\$52.44, VERIZON...cellphones...\$126.28, VISA...street signs, stamps, mower belts and tire, office supplies...\$1379.05. PAYROLL...\$4824.80 FUND TOTALS: GEN: \$26,724.20, HISTORY CENTER: \$949.00, VETS MEMORIAL: \$4,000.00, ROAD USE: \$4,444.83, WATER: \$7,321.98, WATER SINKING: \$59,619.75, SEWER: \$5,926.03, SEWER SINKING: \$4,866.25

Revenues received by fund for May 2024:

General: \$15,062.80, History Center: \$35.00, Road Use: \$2,544.78, Employee Benefits: \$749.51, Emergency: \$138.50, Local Option Sales Tax: \$5,064.43, Debt Service: \$5,141.73, Water: \$8,050.50, Water Sinking: \$3,541.67, Sewer: \$2,143.55, Sewer Sinking: \$461.67. Total Revenues: \$42,934.14

The meeting was adjourned at 8:39pm on motion from Burkhardt and seconded by Allen.

Attest: \_\_\_\_\_

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Kevin Nelson, Mayor

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Kathy Brouillette, Clerk

**CITY OF SALIX**  
**COUNCIL MEETING MINUTES 2024**

**SPECIAL MEETING - June 25, 2024**

Mayor Nelson opened the special meeting of the Salix City Council at 6:00pm on Tuesday, June 25th, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton, and Cindy VanAuken. Others present: Kathy Brouillette, Chad Kehrt (V&K) and Jim Hudson.

- The council reviewed several questions with drainage lawyer, Jim Hudson, who attended via conference call.
- Black motioned to approve the Farmer's Drainage District Agreement which allows the city to pump stormwater into Lateral H only after receiving permission to do so from the district's Engineer or chairman. The city will pay the Farmer's Drainage District \$7000 per year for 5 years beginning 12/31/24 for the district's maintenance and repair. VanAuken seconded the motion. All ayes, motion carried.
- The following claims were approved on motion from Burkhart. Clayton seconded. All ayes, motion carried. CHN...garbage and spring cleanup...\$3367.96, D.J. GONGOL & ASSOCIATES...east lift station parts...\$298.47, EFTPS...taxes...\$1543.49, IPERS...retirement...\$965.08, MENARDS...pole hole digger and supplies...\$286.04, SALIX FIRE DEPT...electric...\$28.20, SIOUXLAND DISTRICT HEALTH...testing...\$14.00, STATE WITHHOLDING...taxes...\$486.65, PAYROLL...\$2540.39. FUND TOTALS: GEN: \$6,247.21, ROAD USE: \$936.24, WATER: \$1,322.14, SEWER: \$1,024.69

The meeting was adjourned at 7:31pm on motion from Clayton and seconded by Burkhart.

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Kevin Nelson, Mayor

Attest:

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Kathy Brouillette, Clerk

**CITY OF SALIX  
COUNCIL MEETING MINUTES 2024**

**REGULAR MEETING - July 10, 2024**

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, July 10th, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton, and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer, Michelle Gaukel and Todd Sadler, Mark Nelson.

- The Woodbury County Sheriff Report was reviewed by the council.
- Michelle Gaukel and Todd Sadler from Pioneer Bank announced that the Salix bank branch would be closing (September 30<sup>th</sup> last day). They thanked the city of Salix and residents for their support over the past 4 decades. Their wish is to donate the bank building to the city.
- Mark Nelson discussed his qualifications and reasons he is running for seat on Woodbury County Board of Supervisors.
- Resolution 2024-7, a resolution accepting donation of real property was approved on motion from Burkhart, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye).
- June financial reports and claims (to include addition of Mike's Mini Mart claim of \$164.47 for city fuel) were approved on motion from Burkhart. Clayton seconded. All ayes, motion carried. Claims approved: CINDY VANAUKEN...reimburse for flowers...\$17.05, CRARY HUFF...legal services...\$234.00, DNR...dues...\$32.37, EFTPS...taxes...\$1543.49, ID DEPT OF REVENUE...sales tax...\$478.06, JBE LLC...water help...\$1040.00, GILL HAULING...landfill...\$1630.28, LONG LINES...phone...\$34.65, MIDAMERICAN...electric...\$1345.18, SALIX FIRE DEPT...city hall electric...\$28.20, SGT. BLUFF ADVOCATE...publication...\$121.98, TRIPLE C PEST CONTROL...fogging...\$262.50, VERIZON...cell phones...\$126.28, VISA...certified mail...\$8.97. PAYROLL...\$2,358.67 FUND TOTALS: GEN: \$3,646.86, ROAD USE: \$1,236.17, WATER: \$2,516.71, SEWER: \$454.72
- Maintenance reports were reviewed by the council. The council requested that Colyer provide a list of the 64 homes who did not turn in their water service line survey so that they could help reach out to the residents.
- Minutes from the June 12<sup>th</sup> and 25<sup>th</sup> council meetings were approved on motion from Burkhart. Black seconded the motion. All ayes, motion carried.
- The council identified 5 properties that require mowing and/or clean-up of junk vehicles and asked Brouillette to send notices.
- Mayor Nelson discussed the idea of preparing for a process for voluntary annexation.
- The council asked Brouillette to contact Triple C Pest Control to see if we could go back to weekly fogging.

Revenues received by fund for June 2024:

General: \$62,195.98, Road Use: \$3,562.90, Employee Benefits: \$153.80, Emergency: \$28.42, Local Option Sales Tax: \$3,630.35, Debt Service: \$3,696.67, Water: \$8,867.94, Water Sinking: \$3,541.63, Sewer: \$2,537.70, Sewer Sinking: \$461.63. Total Revenues: \$88,677.02

The meeting was adjourned at 9:10pm on motion from Clayton and seconded by Black.



CITY OF SALIX  
COUNCIL MEETING MINUTES 2024

\_\_\_\_\_  
Kevin Nelson, Mayor

Attest: \_\_\_\_\_  
Kathy Brouillette, Clerk

**CITY OF SALIX  
COUNCIL MEETING MINUTES 2024**

**REGULAR MEETING - August 14, 2024**

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, August 14th, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton (arrived at 7:28pm), and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer, Justin Mitchell, Sgt. Petersen, Sandra Escobar, Angel Sanchez and Christian Mendiola (via phone).

- The Woodbury County Sheriff Report was reviewed by the council.
- Christian Mendiola interpreted for Sandra Escobar and Angel Sanchez regarding a nuisance abatement for their property.
- Resolution 2024-8, a resolution approving the Iowa Dept of Transportation Official Financial Report for City Streets and Parking for fiscal year 2024 was approved on motion from Burkhart, seconded by Black. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye).
- Ordinance 2024-3, an ordinance amending revisions and additions to Chapter 51, Junk and Junk Vehicles was tabled until September's meeting. The council requested more time to review.
- Ordinances 2024-4 (parking of cars) and 2024-5 (motor vehicle sales) were discussed, however, Burkhart motioned to take no action and revisit these another time if problems persist. Clayton seconded the motion. All ayes, motion carried.
- July financial reports and claims (to include addition of reimbursement to Jason Burkhart of \$63.85 for concrete sealer) were approved on motion from Burkhart. Allen seconded. All ayes, motion carried. Claims approved: ACCO...chemicals...\$1221.20, CHN...garbage...\$2808.75, CINDY VANAUKEN...reimburse for tree stones and air fresheners...\$42.03, CITY OF PIERSON...shipping...\$10.40, CRARY HUFF...legal services...\$971.38, D&H PLUMBING...service call...\$79.50, DJ GONGOL...lift station parts...\$298.51, ED COLYER...reimburse playground equipment bolts...\$9.13, EFTPS...taxes...\$1380.86, IA DEPT OF REVENUE...sales tax...\$490.67, LONG LINES...phone...\$34.75, MENARDS...shop supplies...\$91.07, MIDAMERICAN...electric...\$1345.42, MIKE'S MINI MART...fuel...\$164.47, PELLA ENGRAVING...plaque for park...\$1255.01, PNW...playground equipment repair...\$250.00, RICHARDSON TRUCKING...lagoon rock...\$2000.00, ROTO ROOTER...sewer jetting...\$625.00, SALIX FIRE DEPT...city hall electric...\$32.62, SGT. BLUFF ADVOCATE...publication...\$98.40, SIOUXLAND DISTRICT HEALTH...testing...\$14.00, TRIPLE C PEST CONTROL...fogging...\$525.00, VERIZON...cell phones...\$126.43, VISA...hoses for street sweeper, postage, mower blades, battery and surge protector...\$898.28. PAYROLL...\$4,993.38 FUND TOTALS: GEN: \$10,365.10, ROAD USE: \$2,686.21, WATER: \$4,919.64, SEWER: \$4,217.57
- Maintenance reports were reviewed by the council. Colyer stated that there were 51 houses remaining to follow up on lead service line inventory.
- Minutes from the July 10<sup>th</sup> council meeting was approved on motion from Black. Burkhart seconded the motion. All ayes, motion carried.
- The Annual Financial Report for the fiscal year ending June 30, 2024, was approved on motion from VanAuken and seconded by Clayton. All ayes, motion carried.
- The council identified 5 properties that require mowing and/or clean-up of junk vehicles

**CITY OF SALIX**  
**COUNCIL MEETING MINUTES 2024**

and asked Brouillette to send notices.

- Brouillette provided an update on drainage stating that requests for proposals for engineering services related to scoping study, application development, cost-benefit analysis, design, bidding and construction for stormwater runoff have been published.
- Brouillette stated that MidAmerican is beginning work on bringing electricity to Aspen Estates. The expectation is to have electricity this fall so we can test the new lift station and close out the city's project.
- Mayor Nelson discussed the idea of preparing for a process for voluntary annexation and asked the council to investigate opportunities for city growth.
- The council suggests the addition of two yield signs and two stop signs be added to our ordinances and will look at any other potential areas that may require additional signage. Brouillette will have an ordinance prepared for the next council meeting to approve.
- The council wished to thank Jason Burkhardt for volunteering to mow and weed whack the park. Also, Lonnie and Nick Black, Andrew Feeser, Phillip Dean and Ed Colyer for their assistance in installing new park playground pieces.
- The council suggests adding Summer Help for mowing and weeding the park and would like Brouillette to post for summer help next March.

Revenues received by fund for July 2024:

General: \$7,240.53, Road Use: \$3,683.26, Employee Benefits: \$98.62, Emergency: \$18.22, Local Option Sales Tax: \$5,351.60, Debt Service: \$5,421.21, Water: \$9,400.02, Water Sinking: \$3,578.33, Sewer: \$2,471.02, Sewer Sinking: \$455.00. Total Revenues: \$37,717.81

The meeting was adjourned at 8:43pm on motion from Clayton and seconded by Burkhardt.

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Kevin Nelson, Mayor

Attest:

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Kathy Brouillette, Clerk

**CITY OF SALIX  
COUNCIL MEETING MINUTES 2024**

**REGULAR MEETING - September 11, 2024**

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, September 11, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton, and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer.

- Mayor Nelson led the council in a moment of silence in remembrance of events on 9/11/2001.
- The Woodbury County Sheriff Report was reviewed by the council.
- The first reading of Ordinance 2024-3, an ordinance amending revisions and additions to Chapter 51, Junk and Junk Vehicles with the addition of adding golf carts as a hobby vehicle was approved on motion from Allen, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhart(aye), Clayton(aye), VanAuken(aye).
- Resolution 2024-9, a resolution approving a request for proposal from V&K for the engineering services related to scoping study, application development, cost-benefit analysis, design, bidding and construction observation services related to stormwater runoff collection, redirection and or controls and related components was approved on motion from Burkhart, seconded by Black. Roll call vote: Allen (aye), Black (aye), Burkhart(aye), Clayton(aye), VanAuken(aye).
- August financial reports and claims were approved on motion from Black. Allen seconded. The council requested follow up from on evidence that a fiber optic repair may have caused the initial water leak. If so, the council proposes that the contractor responsible pays the bill. All ayes, motion carried. Claims approved: ACCO...chemicals...\$591.80, BEKINS FIRE & SAFETY...extinguisher inspections...\$43.00, CHN...garbage...\$2808.75, CRARY HUFF...legal services...\$1028.00, IA DNR...permit fee...\$210.00, EFTPS...taxes...\$1932.51, IA DEPT OF REVENUE...sales tax...\$507.52, IPERS...retirement...\$1260.94, JBE LLC...water help...\$960.00, KAREN ALLEN...reimburse top soil...\$12.71, KATHY BROUILLETTE...reimburse mileage...\$20.03, LONG LINES...phone...\$34.65, MENARDS...concrete, water and shop supplies...\$50.09, MIDAMERICAN...electric...\$1346.13, MIKE'S MINI MART...fuel...\$124.81, SIOUXLAND UTILITY...water leak repair...\$5920.00, SALIX FIRE DEPT...city hall electric...\$29.67, SGT. BLUFF ADVOCATE...publication...\$636.42, SIOUXLAND DISTRICT HEALTH...testing...\$14.00, TRIPLE C PEST CONTROL...fogging...\$1161.25, VERIZON...cell phones...\$126.43, VISA...mower parts and office supplies...\$532.91, WOODBURY COUNTY TREASURER...taxes...\$356.18. PAYROLL...\$2266.59 FUND TOTALS: GEN: \$7,796.44, ROAD USE: \$3,236.60, WATER: \$9,819.50, SEWER: \$1,121.85
- Maintenance reports were reviewed by the council. Colyer identified 41 homes left to respond to the lead service line inventory. The council and Colyer will reach out to those residents. Colyer also reviewed a letter from Nick Lahrs regarding repairs needed to the East Lift Station. Colyer is still waiting for two more bids for repair. Mayor Nelson approved repairs not to exceed \$15,000, council agreed.
- Minutes from the August 14<sup>th</sup> council meeting was approved on motion from Burkhart. Clayton seconded the motion. All ayes, motion carried.
- The council reviewed an updated list of nuisances and asked Brouillette to send letters to those homeowners identified as needing to mow/weed or clean up junk/junk vehicles.

**CITY OF SALIX**  
**COUNCIL MEETING MINUTES 2024**

- Brouillette announced that the City/Fire Department were awarded a check for \$10,000 from Union Pacific Railroad to install two new AEDs (one at park and one at community center) and 10 storybook posts for the park.
- Clayton will reach out to the Fire Department to see if we can do controlled burns on the ditches by the ballfield and behind St. Joseph Church.

Revenues received by fund for August 2024:

General: \$5,711.43 Road Use: \$2,346.82 Local Option Sales Tax: \$4,998.69, Debt Service: \$5,071.04, Water: \$8,875.28, Water Sinking: \$3,578.33, Sewer: \$2,429.91, Sewer Sinking: \$455.00. Total Revenues: \$33,466.50

The meeting was adjourned at 8:48pm on motion from Clayton and seconded by Black.

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Kevin Nelson, Mayor

Attest: \_\_\_\_\_

Kathy Brouillette, Clerk

**CITY OF SALIX**  
**COUNCIL MEETING MINUTES 2024**

**REGULAR MEETING - October 9, 2024**

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, October 9th, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton, and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer, Chad Kehrt (V&K Engineer).

- The Woodbury County Sheriff Report was reviewed by the council.
- Kehrt reviewed the Engineer Agreement for the stormwater project scoping project with the council.
- The second reading of Ordinance 2024-3, an ordinance amending revisions to Chapter 51, Junk and Junk Vehicles was approved on motion from Burkhart, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye).
- Resolution 2024-10, a resolution approving Engineer agreement with V&K for stormwater damage project scoping was approved on motion from Burkhart, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye).
- September financial reports were approved on motion from Burkhart and seconded by Clayton. All ayes, motion carried.
- September claims were approved on motion from Burkhart. Black seconded. All ayes, motion carried. Claims approved: AED TEAM...AEDs for park and fire station...\$6138.00, BARKING DOG EXHIBITS...storybook posts...\$3493.20, CHN...garbage...\$2808.75, DNR...water supply dues...\$115.00, EFTPS...taxes...\$1364.85, IA DEPT OF REVENUE...sales tax...\$500.27, IA ONE CALL...locates...\$30.60, IPERS...retirement...\$849.56, JBE LLC...water help...\$960.00, LONG LINES...lift station alarm...\$34.65, MARK PETIT...reimburse sewer bill...\$418.37, MENARDS...shelter boards and supplies...\$131.75, MIDAMERICAN...electric...\$1346.61, MIKE'S MINI MART...fuel...\$151.10, SGT. BLUFF ADVOCATE...publications...\$81.18, SIOUXLAND DISTRICT HEALTH...testing...\$14.00, STATE WITHHOLDING...tax...\$532.62, STEWART SIGNS...electronic sign (to be paid when installed)...\$40995.00, TRIPLE C PEST CONTROL...fogging...\$656.25, VERIZON...cellphones...\$126.54, VISA...generator battery, budget meeting, website domain, computer cord...\$197.47. PAYROLL...\$4321.92 FUND TOTALS: GEN: \$56,488.67, ROAD USE: \$2,112.38, WATER: \$3,349.42, SEWER: \$1,256.06
- Maintenance reports were reviewed by the council. Colyer stated that the east lift station repairs will take place on November 25<sup>th</sup>. Hydrant flushing may start next week. Mayor Nelson asked Brouillette to include street name signs in next year's budget.
- Minutes from the September 11<sup>th</sup> council meeting were approved on motion from Burkhart. Allen seconded the motion. All ayes, motion carried.
- Mayor Nelson asked the council to consider plans for the bank building and Oak Street lots. Brouillette will meet with the city lawyer to discuss real estate sale options. Brouillette will also get some quotes to pave an extension off Walnut Street and infrastructure for possible new lots.
- The council reviewed 5 properties that require mowing and/or clean-up of junk vehicles and asked Brouillette to send final notices and/or follow up with the attorney on nuisance abatement procedures.

**CITY OF SALIX**  
**COUNCIL MEETING MINUTES 2024**

- Brouillette asked the council to follow up on Oak Street drainage concerns. Currently, there is no money in the budget for the repairs. The issue will remain on the council's wish list and prioritized accordingly. Burkhart will follow up with complainants.
- Mayor Nelson stated that he will contact JBE LLC to look at negotiating a revised contract for sewer until Colyer receives his sewer certifications.
- The council asked Brouillette to create a metal detecting ordinance that would prohibit metal detecting on any city owned property, including park.
- Mayor Nelson asked the council to consider plans for paving the rest of Tipton and Tama Streets. The council decided it wouldn't be best use of city funds at this time.

Revenues received by fund for September 2024:

General: \$24,171.76, Road Use: \$3,549.95, Employee Benefits: \$952.92, Local Option Sales Tax: \$4,079.26, Debt Service: \$4,151.80, Water: \$9,176.63, Water Sinking: \$3,578.33, Sewer: \$2,503.22, Sewer Sinking: \$455.00. Total Revenues: \$52,591.87

The meeting was adjourned at 9:10pm, on motion from Clayton and seconded by Burkhart.

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Kevin Nelson, Mayor

Attest: \_\_\_\_\_  
Kathy Brouillette, Clerk

**CITY OF SALIX  
COUNCIL MEETING MINUTES 2024**

**REGULAR MEETING – November 13, 2024**

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, November 13th, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhardt, Emily Clayton (departed the meeting at 8:07pm), and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer, Chad Kehrt (V&K Engineer).

- The Woodbury County Sheriff Report was reviewed by the council.
- Kehrt provided an update on the drainage project scoping report. The report should be made available to the council around December 1<sup>st</sup>.
- Mayor Nelson stated that the Woodbury County Supervisors will be meeting in December to vote on the Salix Drainage District.
- The third and final reading of Ordinance 2024-3, an ordinance amending revisions to Chapter 51, Junk and Junk Vehicles was approved on motion from Burkhardt, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhardt (aye), Clayton (aye), VanAuken (aye).
- First reading of Ordinance 2024-4, an ordinance amending provisions and additions to Chapter 42, Public and Private Property to prohibit metal detecting on city owned property was approved on motion from Burkhardt, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhardt (aye), Clayton (aye), VanAuken (aye).
- Resolution 2024-11, a resolution authorizing city clerk to publish notice of proposed property sale was approved on motion from Burkhardt, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhardt (aye), Clayton (aye), VanAuken (aye).
- October financial reports and claims were approved on motion from Burkhardt and seconded by VanAuken. All ayes, motion carried. Claims approved: ACCO...chemicals...\$547.00, CHN...garbage...\$2808.75, CRARY HUFF...legal services...\$1971.82, EFTPS...taxes...\$1360.09, IA DEPT OF REVENUE...sales tax...\$496.07, ICAP...building insurance...\$367.00, IMWCA...workers comp...\$57.00, IA ONE CALL...locates...\$84.60, IWRA...dues...\$305.00, IPERS...retirement...\$846.50, JBE LLC...water help...\$800.00, GILL HAULING...landfill...\$1630.28, LAKEPORT HEATING AND COOLING...electrical services for AEDs and electronic sign...\$905.00, LONG LINES...lift station alarm...\$37.65, MENARDS...sump pump...\$82.82, MIDAMERICAN...electric...\$1273.21, MUNICIPAL SUPPLY...meters...\$603.03, PERRY LUDWIG...reimburse top soil around fire hydrant...\$85.17, SALIX FIRE DEPARTMENT...city hall electric...\$27.91, SGT. BLUFF ADVOCATE...publications...\$86.72, SIOUXLAND DISTRICT HEALTH...testing...\$14.00, STEVE HUBERT...reimburse lift station parts...\$5.08, USA BLUEBOOK...testing supplies and chemicals...\$318.39, VERIZON...cellphones...\$126.64, VISA...snow plow door handle repair, boots and supplies...\$197.46. PAYROLL...\$4958.94 FUND TOTALS: GEN: \$11,947.097, ROAD USE: \$1,646.15, WATER: \$5,254.82, SEWER: \$1,148.07
- Maintenance reports were reviewed by the council.
- Minutes from the October 9<sup>th</sup> council meeting were approved on motion from Burkhardt. Black seconded the motion. All ayes, motion carried.
- The Annual Urban Renewal Report for fiscal year 2023-2024 was approved on motion from Clayton and seconded by Burkhardt. All ayes, motion carried.
- The council advised the clerk to follow up with city attorney regarding nuisances that have



**CITY OF SALIX**  
**COUNCIL MEETING MINUTES 2024**

not been abated.

Revenues received by fund for October 2024:

General: \$55,474.80, Road Use: \$3,043.43, Employee Benefits: \$5,019.28, Local Option Sales Tax: \$4,450.14, Debt Service: \$5,527.20, Water: \$9,137.33, Water Sinking: \$3,578.33, Sewer: \$2,588.13, Sewer Sinking: \$455.00. Total Revenues: \$90,273.64

The meeting was adjourned at 8:28pm, on motion from Burkhart and seconded by Black.

\_\_\_\_\_  
Kevin Nelson, Mayor

Attest: \_\_\_\_\_  
Kathy Brouillette, Clerk

**CITY OF SALIX  
COUNCIL MEETING MINUTES 2024**

**REGULAR MEETING - December 11, 2024**

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, December 11, 2024. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton, and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer Dty Brooks, Chad Kehrt (V&K).

- The Woodbury County Sheriff Report was reviewed by the council.
- Mayor Nelson opened the public hearing to discuss the sale of city property (bank building). No citizens voiced an opinion for or against the sale. No oral or written comments were received after the required notice was posted and published in the Sgt. Bluff Advocate. Burkhart motioned to close the public hearing, seconded by VanAuken. All ayes, motion carried. Mayor Nelson declared the public hearing closed.
- Mayor Nelson opened a proposal from Acquire Properties on the purchase of the bank building. There were no other offers. The council did not vote for or against Acquire Properties' proposal, but asked Brouillette to publish the sale of the building in hopes of getting more interest.
- The second reading of Ordinance 2024-4, an ordinance amending an addition to Chapter 42, Public and Private Property to prohibit metal detecting on city owned property was approved on motion from Burkhart and seconded by VanAuken.
- Resolution 2024-12, a resolution to approve 2025 employee wages was pushed to January's meeting. The council would like to investigate the addition of health insurance options before deciding on pay increases.
- Mayor Nelson informed the council that the Board of Supervisors approved the Salix Drainage District. Engineer Chad Kehrt discussed the FEMA Project Scoping report for Salix Drainage with the council. He is waiting on a benefit cost analysis study and will update the council when received. With the FEMA construction grant due mid-January, the council decided to wait to pursue federal funding until a solid drainage plan is finalized.
- November financial reports and claims were approved on motion from Burkhart. Black seconded. All ayes, motion carried. Claims approved: CHN...garbage...\$2808.75, CRARY HUFF...legal services...\$414.00, DJ GONGOL & ASSOC...main lift station parts...\$298.61, EFTPS...taxes...\$1502.44, GWORKS...annual licensing & support...\$5400.00, HUDSON LAW FIRM...teleconference drainage law...\$300.00, IA DEPT OF REVENUE...sales tax...\$475.31, IA FINANCE AUTHORITY...loan interest payments...\$7405.00, IOWA ONE CALL...locates...\$68.40, IPERS...retirement...\$936.73, JBE LLC...sewer help...\$400.00, KATHY BROUILLETTE...mileage reimbursement...\$41.26, LONG LINES...phone...\$37.65, MIDAMERICAN...electric...\$1314.79, MIKE'S MINI MART...fuel...\$80.64, MUNGER, REINSCHMIDT & DENNE...farmers drainage pumping agreements...\$6750.00, ROGERS I29...truck oil change...\$52.50, SALIX FIRE DEPT...gas/diesel and city hall electric...\$561.79, SGT. BLUFF ADVOCATE...publications...\$97.79, SLOAN STATE BANK...aspen sewer interest...\$3640.00, SLOAN PUBLIC LIBRARY...dues...\$675.00, V&K...engineer fees...\$4400.00, VERIZON...cell phones...\$126.64, VISA...well house heater, stamps, fuel, sewer testing...\$656.85, WOODBURY COUNTY...poplar paving loan...\$5031.03, PAYROLL...\$5158.86. FUND TOTALS: GEN: \$20,051.72, ROAD USE: \$2,368.95, DEBT SERVICE...\$8,671.03, CAP PROJECT: \$4,400.00, WATER: \$3,454.38, WATER SINKING: \$6,766.25,

**CITY OF SALIX  
COUNCIL MEETING MINUTES 2024**

SEWER: \$2,282.96, SEWER SINKING: \$638.75.

- Maintenance reports were reviewed by the council.
- Minutes from the November 13<sup>th</sup> council meeting were approved on motion from Burkhart. Allen seconded the motion. All ayes, motion carried.
- Burkhart motioned to approve a fleet gas card with Casey's to be used for city fuel purchases. Allen seconded. All ayes, motion carried.
- Allen motioned to approve the appointments of P&Z, Board of Adjustment and department heads. Clayton seconded. All ayes, motion carried.
- Council wages for 2024 were approved on motion from Burkhart, seconded by Allen. All ayes, motion carried.
- Burkhart motioned to approve a liquor license for Walker's. Black seconded. All ayes, motion carried.
- The Siouxland Humane Society agreement for stray animals was approved on motion by Burkhart, seconded by Allen. All ayes, motion carried.
- A 3-year 50% tax abatement for a new house at 406 Oak Street was approved on motion from VanAuken, seconded by Black. All ayes, motion carried.
- Mayor Nelson provided updates on nuisance abatement proceedings.

Revenues received by fund for November 2024:

General: \$26,151.63, Road Use: \$2,664.28, Employee Benefits: \$993.72, Local Option Sales Tax: \$4,195.84, Debt Service: \$76.28, Water: \$9,500.60, Water Sinking: \$7,156.66, Sewer: \$2,560.79, Sewer Sinking: \$910.00. Total Revenues: \$54,209.80

The meeting was adjourned at 9:23pm on motion from Burkhart and seconded by Allen.

\_\_\_\_\_  
Kevin Nelson, Mayor

Attest: \_\_\_\_\_  
Kathy Brouillette, Clerk