

**CITY OF SALIX
COUNCIL MEETING MINUTES 2023**

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 Rachele 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 15th 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

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REGULAR MEETING - February 15, 2024

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Thursday, February 15th, 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 14th 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 10th 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 13th to Thursday, March 14th.

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.

Kevin Nelson, Mayor

Attest: _____
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 1st. 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 14th. 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 10th 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 15th 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 27th 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 31st - June 2nd. 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.

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 Burkhart, 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.
- Burkhart motioned to adjourn the public hearing meeting at 6:45pm. Clayton seconded.

Attest: _____

Kevin Nelson, Mayor

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 Burkhart, Emily Clayton, and Cindy VanAuken. Black was absent. Other present: Kathy Brouillette.

- Burkhart 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 18th 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 18th at 7pm.
- Burkhart motioned to adjourn the public hearing meeting at 7:00pm. Clayton seconded.

Attest: _____

Kevin Nelson, Mayor

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 Burkhart, 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 18th 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 Burkhart and seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhart (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), Burkhart (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 14th and March 27th council meetings were approved on motion from Burkhart. 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 31st - June 2nd. 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.

Kevin Nelson, Mayor

Attest: _____
Kathy Brouillette, Clerk

CITY OF SALIX
COUNCIL MEETING MINUTES 2023

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), Burkhart(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.

Kevin Nelson, Mayor

Attest: _____
Kathy Brouillette, Clerk