

**CITY OF SALIX
COUNCIL MEETING MINUTES 2025**

REGULAR MEETING - January 8, 2025

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, January 8th, 2025. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton, and Cindy VanAuken. Others present: Kathy Brouillette, Ed Colyer and Nick Lahrs.

- Nick Lahrs presented the council with information regarding necessary repairs to the East Lift Station. The lift station is oversized for what we need and is causing the pipes to lose their prime and become damaged. Lahrs recommended reconfiguring the lift station and installing two submersible pumps. The council requested a minimum of two bids and will decide on how to proceed at February's council meeting. Nick also suggested that the city have the sewer pipes along Hwy 75 cleaned and televised to help identify if there are other repairs needed. This project will also give the city a more accurate mapping of sewer connections.
- The Woodbury County Sheriff Report was reviewed by the council.
- The third and final reading of Ordinance 2024-4, an ordinance amending revisions and additions to Chapter 42, Public and Private Property to prohibit metal detecting on city owned property was approved on motion from Burkhart, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye). Ordinance 2024-4 passed and approved.
- Resolution 2024-12 to approve 2025 employee wages was approved on motion from Burkhart and seconded by Black. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (nay), VanAuken (nay). Resolution 2024-1 passed and approved.
- Resolution 2025-1, a resolution to approve 2024 wages was approved on motion from Burkhart, seconded by Allen. 2024 Wages: Karen Allen \$490.00, Nick Black \$490.00, Kathy Brouillette \$34,451.69, Denise Burkhart \$490.00, Carl Clayton \$885.55, Emily Clayton \$459.18, Ed Colyer \$40,743.90, Gene Monk \$253.02, Kevin Nelson \$2,400.00, Cindy VanAuken \$525.00. Total Wages: \$81,188.34
- December financial reports and claims were approved on motion from Burkhart. Clayton seconded. All ayes, motion carried. Claims approved: ACCO...chemicals...\$790.00, CASEYS...fuel...\$63.53, CHN...garbage...\$2808.75, CRARY HUFF...legal services...\$648.00, ED COLYER...mileage reimbursement...\$248.64, EFTPS...taxes...\$1958.67, IA DEPT OF REVENUE...sales tax...\$604.05, IPERS...retirement...\$1098.88, JBE LLC...water help...\$400.00, LONG LINES...phone...\$39.65, MIDAMERICAN...electric...\$1372.55, SIOUXLAND UTILITY CO...water leak...\$6159.05, SGT. BLUFF ADVOCATE...publication...\$99.63, STATE WITHHOLDING...taxes...\$547.97, THE COMPUTER DOCTOR...mayor laptop...\$495.00, V&K...engineer services...\$11444.96, VERIZON...cell phones...\$126.64, VISA... Microsoft subscription, DNR fee...\$149.53. PAYROLL...5825.87 FUND TOTALS: GEN: \$9,966.97, ROAD USE: \$1,851.60, EMERGENCY: \$18.22, CAP PROJECT/DRAINAGE: \$11,444.96, WATER: \$10,259.38, SEWER: \$1,340.24
- Maintenance reports were reviewed by the council.
- Minutes from the December 11th council meetings were approved on motion from Burkhart. Clayton seconded the motion. All ayes, motion carried.

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- Burkhart motioned to order a notice of public hearing to be held on February 15th to approve and adopt the proposed FY25 budget amendment. VanAuken seconded the motion. All ayes, motion carried.
- Clayton motioned to approve the 2025 mosquito fogging agreement with Triple C Pest Control. Allen seconded. All ayes, motion carried.
- The approval to spend \$50,000 on repairs to East Lift Station was tabled until the February council meeting. The council agreed that the repairs are needed but requested additional bids.
- Burkhart motioned the approval to hire a contractor to fix curb stop at 303 Travis Street and access charges back to homeowner. VanAuken seconded. All ayes, motion carried.
- Brouillette informed council of some necessary date changes to council meetings to adjust for budget timeframes. February and March regular council meetings will remain the same (Feb 12th and March 12th). There will be a special meeting on March 26th and April's regular meeting will be moved to April 16th.
- The council suggested that the city advertise the sale of the bank building in the Journal, Advocate and Starlet.
- Mayor Nelson added that he will be at the Board of Supervisors meeting on January 14th when the supervisors will be reviewing the resolution to transfer ownership of the Salix Drainage District to the city council.

Revenues received by fund for December 2024:

General: \$19,656.90, Road Use: \$2,564.09, Employee Benefits: \$340.96, Local Option Sales Tax: \$4,197.88, Debt Service: \$16,304.86, Cap Project: \$4197.88, Water: \$8,884.32, Sewer: \$2,556.26, Total Revenues: \$58,703.15

The meeting was adjourned at 9:41pm motion from VanAuken and seconded by Burkhart.

Kevin Nelson, Mayor

Attest: _____
Kathy Brouillette, Clerk

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REGULAR MEETING - February 12, 2025

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, February 12th, 2025. Council members present: Karen Allen, Nick Black, Denise Burkhart, and Cindy VanAuken. Emily Clayton was absent.

- The Woodbury County Sheriff Report was reviewed by the council.
- Mayor Nelson opened the public hearing on the proposed FY25 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. VanAuken motioned to close the public hearing, seconded by Allen. All ayes, motion carried. Mayor Nelson declared the public hearing closed.
- Colyer provided updates to water leak study. Mayor Nelson provided updates on the Salix Drainage District and suggested that the city implement a red tag process.
- Resolution 2025-2 to adopt amendments to the budget for fiscal year ending June 30, 2025, was approved on motion from VanAuken and seconded by Black. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (absent), VanAuken (aye). Resolution 2025-2 passed and approved.
- The Consent Agenda was approved on motion from VanAuken and seconded by Allen.
 - a. Approval of financial reports
 - b. Approval of bills and payroll: AC'S PC'S...computer help...\$75.00, CHN...garbage...\$2808.75, EFTPS...taxes...\$2132.63, FOUNDATION ANALYTICAL LAB...water testing...\$21.00, IA DEPT OF REVENUE...sales tax...\$482.12, IPERS...retirement...\$1493.62, JBE LLC...sewer help...\$400.00, KATHY BROUILLETTE...mileage reimbursement...\$11.48, GILL HAULING...landfill...\$1630.28, LONG LINES...phone...\$39.65, MENARDS...water plant supplies...\$23.58, MIDAMERICAN...electric...\$1312.62, NEUVIRTH CONSTRUCTION...east lift station repairs...\$12434.44, RYAN PUBLISHING...publication...\$45.00, SGT. BLUFF ADVOCATE...publication...\$282.31, THOMPSON ELECTRIC...underground repair east lift station...\$3120.58, ULINE...eyewash station...\$58.50, USA BLUEBOOK...pump and syphon...\$439.13, V&K...engineer services...\$145.00, VERIZON...cell phones...\$126.68, VISA...postage, IMFOA dues, SC journal ad...\$285.00. PAYROLL...5195.57 FUND TOTALS: GEN: \$10,011.11, ROAD USE: \$1,819.69, CAP PROJECT/DRAINAGE: \$145.00, WATER: \$3,392.32, SEWER: \$17,194.82
 - c. Approval of January 8th council meeting minutes
 - d. Approval of tax abatement 202 Walnut Street
 - e. Approval to file lien on 303 Travis if unpaid utilities are not paid by 3/4/25.
 - f. Close Salix Little League account and open new account under the name "Salix Community Center". Add Kathy Brouillette and Kevin Nelson as the only authorized signers on the account. Remove any other signers.
 - g. Council to set a public hearing date for FY26 proposed property tax hearing for March 26th at 7:00pm
- The council requested Brouillette add summer help and Tower Lease Extension to next month's agenda.
- VanAuken made a motion not to appeal the court's decision on abatement findings. Black

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seconded the motion. (Ayes: Allen, Black, VanAuken. Abstain: Burkhart)

- Burkhart motioned to accept proposal from Steinhoff for sale of the bank building conditional upon purchase agreement from city attorney. VanAuken seconded the motion. All ayes, motion carried.

Revenues received by fund for January 2025:

General: \$4,933.25, Road Use: \$2,655.16, Employee Benefits: \$21.46, Local Option Sales Tax: \$10,294.22, Debt Service: \$80.232, Cap Project: \$6,098.38, Water: \$17,648.71, Water Sinking: \$3,578.33, Sewer: \$2,175.37, Sewer Sinking: \$455.00, Total Revenues: \$47,940.20

The meeting was adjourned at 7:58pm motion from Black and seconded by Allen.

Kevin Nelson, Mayor

Attest: _____
Kathy Brouillette, Clerk

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REGULAR MEETING - March 12, 2025

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, March 12th, 2025. Council members present: Karen Allen, Nick Black, Denise Burkhart, Emily Clayton and Cindy VanAuken.

- The Woodbury County Sheriff Report was reviewed by the council.
- Resolution 2025-3, a resolution providing for the certification of delinquent utility charges to the county treasurer for collection in the same manner as taxes was approved on motion from VanAuken and seconded by Allen. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye). Resolution 2025-3 passed and approved.
- Resolution 2025-4, a resolution authorizing sale of bank building to Acquire Properties was approved on motion from Burkhart, seconded by VanAuken. Roll call vote: Allen (aye), Black (aye), Burkhart (aye), Clayton (aye), VanAuken (aye). Resolution 2025-4 passed and approved.
- The Consent Agenda was approved on motion from Clayton and seconded by VanAuken.
 - a. Approval of financial reports
 - b. Approval of bills and payroll: ACCO UNLIMITED CORP...chemicals...\$753.80, ACS...testing...428.50, CASEY'S MASTERCARD...fuel...\$138.47, CHN...garbage...\$2808.75, CRARY HUFF...legal services...\$1475.32, EFTPS...taxes...\$1507.76, ELECTRIC PUMP...east lift station pump...\$13550.00, IAMU...dues...\$685.00, IA DEPT OF REVENUE...sales tax...\$302.82, IPERS...retirement...\$1011.78, JBE LLC...sewer help...\$910.00, LONG LINES...phone...\$39.65, MARCO...copier toner...\$102.15, MENARDS...shop and water supplies...\$32.71, MIDAMERICAN...electric...\$1348.30, OFFICE OF AUDITOR OF STATE...audit fees...\$800.00, SGT. BLUFF ADVOCATE...publications...\$79.34, SIOUX CITY JOURNAL...publication...\$67.00, SIOUXLAND UTILITY CONTRACTOR...Aspen water leak...\$8842.55, STOREY KENWORTHY...utility billing postcards...\$448.99, USA BLUEBOOK...chemicals...\$193.96, V&K...engineer services...\$3931.15, VERIZON...cell phones...\$126.68, VISA...stamps and office supplies...\$237.22 PAYROLL...\$2588.04. FUND TOTALS: GEN: \$8,335.26, ROAD USE: \$1,462.32, WATER: \$13,114.36, SEWER: \$19,498.00
 - c. Approval of February 12th council meeting minutes
 - d. Approval of public works reports.
- The council accepted the resignation of Carl Clayton and asked Brouillette to post for part-time and seasonal help for Public Works.
- Burkhart motioned to wait on extending the American Tower lease proposal as lease doesn't expire until 2028. Black seconded the motion. All ayes, motion carried.
- The council discussed repairs to Oak Street drainage. V&K will look at options to correct the issue and get back to the council.
- Burkart motioned to approve the city's insurance prepared by Goodin Insurance. Allen seconded. All ayes, motion carried.

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Revenues received by fund for February 2025:

General: \$6,470.74, Road Use: \$2,254.65, Employee Benefits: \$15.31, Local Option Sales Tax: \$3,981.32, Debt Service: \$71.17, Cap Project: \$3,981.32, Water: \$9,114.08, Water sinking: \$3,578.33, Sewer: \$62,545.69, Sewer Sinking: \$455.00, Total Revenues: \$92,467.61

The meeting was adjourned at 8:19pm motion from Clayton and seconded by Black.

Kevin Nelson, Mayor

Attest: _____
Kathy Brouillette, Clerk

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PUBLIC HEARING - March 26, 2025

Mayor Nelson opened the public hearing of the Salix City Council at 7:00pm on Wednesday, March 26th, 2025. Council members present: Karen Allen, Denise Burkhardt, Nick Black and Cindy VanAuken. Clayton was absent.

- Mayor Nelson opened the public hearing to discuss maximum property tax dollars for the fiscal year 2026. 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. Burkhardt 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 7:02pm. Black seconded.

Attest: _____

Kevin Nelson, Mayor

Kathy Brouillette, Clerk

SPECIAL MEETING - March 26, 2025

Mayor Nelson opened the special meeting of the Salix City Council at 7:15pm on Wednesday, March 26th, 2025. Council members present: Karen Allen, Denise Burkhardt, Nick Black, and Cindy VanAuken. Clayton was absent.

- Resolution 2025-6, a resolution to approve revised bank building purchase agreement was approved on motion from Burkhardt, seconded by VanAuken (roll call vote: Allen (aye), Black (aye), Burkhardt (aye), Clayton (absent), VanAuken (aye). Revisions to resolution 2025-6 made resolution 2025-5 null and void.
- Burkhardt motioned to order a notice of public hearing to be held on April 16, 2025 to approve and adopt the proposed FY26 budget. VanAuken seconded the motion. All ayes, motion carried.
- Allen approved the corrected purchase agreement for Acquire Properties, VanAuken seconded the motion. All ayes, motion carried.
- Chad Kerht from V&K provide engineer updates to the council on several potential projects to include: Oak street drainage repair possibilities (more detail provided at the April 16th meeting), Aspen and East lift station projects, Oak/Maple Street infrastructure costs and water maps.
- Black motioned to adjourn the public hearing meeting at 8:40pm. Burkhardt seconded.

Attest: _____

Kevin Nelson, Mayor

Kathy Brouillette, Clerk

**CITY OF SALIX
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REGULAR MEETING - April 16, 2025

Mayor Nelson opened the regular meeting of the Salix City Council at 7:00pm on Wednesday, April 16th, 2025. Council members present: Karen Allen, Denise Burkhart, Emily Clayton (arrived at 7:45pm) and Cindy VanAuken. Nick Black was absent.

- The Woodbury County Sheriff Report was reviewed by the council.
- Chad Kehrt (V&K) provided updates to several projects including the east lift station, Aspen lift station and Oak Street Repairs.
- The Consent Agenda was approved on motion from Burkhart and seconded by Clayton.
 - a. Approval of financial reports
 - b. Approval of bills and payroll: CASEY'S MASTERCARD...fuel...\$198.06, CHN...garbage...\$2808.75, CINDY VANAUKEN...reimburse mulch for park...\$21.40, CRARY HUFF...legal services...\$669.00, EFTPS...taxes...\$1333.21, GOODIN INSURANCE...insurance...\$14945.00, IA DEPT OF REVENUE...sales tax...\$463.14, IMMERSE IMPACT, LLC...website...\$737.00, IPERS...retirement...\$905.74, JBE LLC...sewer help...\$400.00, GILL HAULING...landfill...\$1312.04, LONG LINES...phone...\$39.85, MIDAMERICAN...electric...\$1312.04, SGT. BLUFF ADVOCATE...publications...\$167.28, SIOUXLAND WELL COMPANY...main lift station cleanout...\$250.00, STATE WITHHOLDING...state taxes...\$633.85, TREE HEALTH SERVICES...insecticide for park trees...\$125.00, VERIZON...cell phones...\$126.68, VISA...stamps and signs...\$296.98. PAYROLL...\$5134.80. FUND TOTALS: GEN: \$25,534.13, ROAD USE: \$2,003.29, WATER: \$2,710.31, SEWER: \$1,950.33
 - c. Approval of March 12th and 26th council meeting minutes
 - d. Approval of public works reports.
- Mayor Nelson opened the public hearing on the proposed FY26 budget. 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. Burkhart to close the public hearing, seconded by Clayton. All ayes, motion carried. Mayor Nelson declared the public hearing closed.
- Resolution 2025-7, a resolution adopting the annual budget for the fiscal year ending June 30, 2026, was approved on motion from Burkhart, seconded by VanAuken. Roll call vote: Allen (aye), Black (absent), Burkhart (aye), Clayton (aye), VanAuken (aye). Resolution 2025-7 passed and approved.
- The first reading of Ordinance 2025-1, an ordinance amending water and garbage rates was approved on motion from Clayton, seconded by VanAuken. The proposed rates would include a 4% increase in water usage and a 50 cent per can increase to garbage. Roll call vote: Allen (aye), Black (absent), Burkhart (aye), Clayton (aye), VanAuken (aye). A second reading will take place during the May 14th council meeting.
- Colyer and VanAuken will work together on scheduling interviews for Seasonal and PT Maintenance help.

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Revenues received by fund for March 2025:

General: \$8,058.08, Road Use: \$2,029.73, Employee Benefits: \$213.22, Local Option Sales Tax: \$4,034.61, Debt Service: \$66.85, Cap Project: \$4,034.61, Water: \$8,699.28, Water sinking: \$3,578.33, Sewer: \$2,261.62, Sewer Sinking: \$455.00, Total Revenues: \$33,431.33

The meeting was adjourned at 8:17pm motion from Burkhardt and seconded by VanAuken.

Kevin Nelson, Mayor

Attest: _____
Kathy Brouillette, Clerk