

NOTICE OF PROCEDURE  
TOWN OF DIXON  
February 10, 2026

**I. Call to Order:** The regular meeting of the Dixon Town Council was called to order at 7:01 p.m. by Mayor Melodie Seilaff.

**Roll Call:** Council members present were Ryanne Mikesell, Butch Hauger, and Caleb Owens. Employees present were Brandee Forster and Sarah Barber.

**Pledge of Allegiance:** The Pledge of Allegiance was led by Mayor Seilaff.

**II. Approval of Agenda:** Caleb moved to approve the agenda as amended, seconded by Butch; motion carried with all voting aye.

**III. Approval of Minutes:**

- A. January 13,2026- Regular Meeting Minutes: Butch moved to approve the minutes from the Regular Meeting on January 13,2026 as presented, seconded by Ryanne motion carried with all voting aye.

**IV. Correspondence:**

- A. Eli Allen – 306 Pine St.- Fence Replacement: Butch moved to approve the privacy fence replacement at 306 Pine St, seconded by Ryanne; motion carried with all voting aye.
- B. Yampa Valley Electric Association- Refund: The council agreed to put the YVEA refund in the sewer account.

**V. Reports:**

- A. Public Works Report-January 2026: Sarah presented the oral public works report. Caleb moved to accept the January 2026 Public Works Report, seconded by Butch; motion carried with all voting aye. Sarah left the meeting at 7:28 p.m.
- B. Employee Time Sheets: Butch moved to approve the employee time sheets for the pay period January 1, 2026 through January 31,2026, as presented, seconded by Caleb; motion carried with all voting aye.
- C. Cash Report & Bank Statements– January 2026: Caleb moved to receive and place on file the January 2026 Cash Report & Bank Statements, seconded by Butch; motion carried with all voting aye.
- D. Budget Report – January 2026: Ryanne moved to receive and place on file the January 2026 Budget Report, seconded by Butch; motion carried with all voting aye.
- E. Accounts Receivable Report- January 2026: Caleb moved to receive and place on file the January 2026 Accounts Receivable Report, seconded by Butch; motion carried with all voting aye.

**VI. New Business:**

- A. Water/Sewer Reserves: The council discussed the possibility of moving the water and sewer reserves into a government investment account or a CD. Brandee will look into this.
- B. Bills Presentation: Butch moved to approve the bill presentation as presented, paying bills #5630-5651, and two electronic checks, all totaling \$19,484.04 seconded by Ryanne; motion carried with all voting aye.

**VII. Adjournment:** Caleb moved, at 7:54 p.m., to adjourn the meeting, seconded by Ryanne; motion carried with all voting aye.

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Mayor

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Clerk