

NOTICE OF PROCEDURE  
TOWN OF DIXON  
April 14, 2026

**I. Call to Order:** The regular meeting of the Dixon Town Council was called to order at 7:00 p.m. by Mayor Melodie Seilaff.

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

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

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

**III. Approval of Minutes:**

- A. March 10, 2026- Regular Meeting Minutes: Butch moved to approve the minutes from the Regular Meeting on March 10, 2026 as presented, seconded by Ryanne motion carried with all voting aye.

**IV. Correspondence:**

- A. Discover Carbon County: The council received the updated Master Tourism Plan.
- B. Ryan & Ryanne Mikesell: Ryanne noted that they would like to build a garage/shop in the future but there are a couple power poles in the way. Yampa Valley Electric needs the Town of Dixon's approval to remove the poles. Caleb moved to allow Yampa Valley Electric to remove the power poles on lots 9 and 10, Block 3(418 Pine St) seconded by Butch; motion carried with Caleb, Butch, and Melodie voting aye and Ryanne abstained.

**V. Reports:**

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

**VI. Old Business:**

- A. SHSP Grant- Lift Station Generator: The council discussed the generator and looked over the quote.
- B. White Truck: Caleb moved to have Lorell Herold fix the white truck, seconded by Butch; motion carried with all voting aye.
- C. Vacant Council Seat: The council did not receive any letters of interest to fill the vacant council seat.
- D. Water/Sewer Reserves: The council agreed to put some of the reserves money into Wyoming Class Investment accounts. Butch moved to transfer \$200,000 into a general fund reserve account, \$50,000 into a Water Fund Reserve Account, and \$75,000 into a sewer fund reserve account; seconded by Ryanne; motion carried with all voting aye. Sarah left the meeting at 7:31 p.m.

**VII. New Business:**

- A. 1<sup>st</sup> Reading - Ordinance #124 - 2026-2027 Budget: Caleb moved to approve the first reading on Ordinance #124- 2026-2027 Budget, seconded by Ryanne motion carried with all voting aye.
- B. 1<sup>st</sup> Reading - Ordinance #125 - 2026-2027 Wages: Caleb moved to approve the first reading on Ordinance #125 - 2026-2027 Wage Ordinance, as presented, seconded by Butch; motion carried with all voting aye.
- C. Resolution 2026-01 - Wyoming Class Authorization: Ryanne moved to approve Resolution 2026-01 - Wyoming Class Authorization, seconded by Caleb; motion carried with all voting aye.
- D. Public Hearing - Livestock Permit - Kristen Stocks (Swayzie Seilaff) - 2 Market Sheep: Caleb moved to open a Public Hearing for the livestock permit at 7:35p.m., seconded by Butch; motion carried with all voting aye. With there being no comments or complaints, Caleb moved to close the public hearing at 7:36 p.m., seconded by Butch; motion carried with all voting aye. Caleb

moved to approve the livestock permit for Kristen Stocks (Swayzie Seilaff) for 2 Market Sheep on lots 5-10, Block 13, Town of Dixon, seconded by Ryanne; motion carried with Ryanne, Caleb, and Butch voting aye and Melodie abstained.

- E. Summer Maintenance: Butch moved to hire Loredo's Construction LLC at \$35 per hour for Mowing/Summer Maintenance, seconded by Ryanne; motion carried with all voting aye.
- F. Bills Presentation: Caleb moved to approve the bill presentation as presented, paying bills #5675-5697, and two electronic checks, all totaling \$8,345.26 seconded by Ryanne; motion carried with all voting aye.

**VII. Adjournment:** Caleb moved, at 7:48 p.m., to adjourn the meeting, seconded by Butch; motion carried with all voting aye.

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Mayor

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Clerk