



DIXON CITY COUNCIL MEETING

City Hall
305 S Elm St.
November 3, 2025

CALL TO ORDER

Meeting called to order at 6:01 p.m.

ROLL CALL

Mary Wiles (Mayor), Mike Parsons, Anthony Campbell, Dan Milligan, Justin Thompson (absent), Trevor Warnol, Leonna Coffman
Quorum (5-1)

PLEDGE OF ALLEGIANCE

(All present stood for Pledge)

INVOCATION

No invocation was given.

ADOPT THE AGENDA

Trevor Warnol made a motion to adopt the agenda; Anthony Campbell seconded the motion. Roll call to vote: Mike Parsons, Anthony Campbell, Dan Milligan, Trevor Warnol, Leonna Coffman
Motion Carried (5-0)

RATIFY BILLS

Motion was made by Anthony Campbell to approve the October 2025 Bills paid; Leonna Coffman seconded the motion. Roll call to vote: Mike Parsons, Anthony Campbell, Dan Milligan, Trevor Warnol, Leonna Coffman
Motion Carried (5-0)

APPROVE OCTOBER 6, 2025 AND OCTOBER 23, 2025 MINUTES

Dan Milligan made the motion to approve the minutes of October 6, 2025 and October 23, 2025; Anthony Campbell seconded the motion. Roll call to vote: Mike Parsons, Anthony Campbell, Dan Milligan, Trevor Warnol (abstained from October 23rd), Leonna Coffman
Motion Carried for October 6, 2025 (5-0)
Motion Carried for October 23, 2025 (4-1 abstention)

UTILITY BILL PENALTIES

Mayor Wiles reported several government residents asking for forgiveness of utility bill penalties due to the government shut down. After some discussion the council decided to forgive late fees and penalties for all residents for utility bills that were due October 20, 2025. Leonna Coffman made the motion to waive late penalties and credit penalties already paid for utility bills due October 20, 2025; Anthony Campbell seconded. Roll call to vote: Mike Parsons, Anthony Campbell, Dan Milligan, Trevor Warnol, Leonna Coffman
Motion Carried (5-0)



UTILITY RATE INCREASE

Per ordinance 609, the city is to increase the base utility rate and the consumption per 100 gallons by 5% the first of January. In the past, the base bill has been increased but the consumption per 100 gallons has not. Kelli Livengood provided the current utility rates for water and sewer base rates and consumption rates per 100 gallons. A workshop will be held next week to discuss this topic in greater detail.

SOLICITORS

Discussion was held regarding door-to-door solicitors that want to sell items to residents. We do not currently have an ordinance. Council decided if the solicitor is for profit, a business license is required; if non-profit, a business license is not required. The City Hall should be notified of solicitors as well as the Police Department. Attorney Carrie Williamson will provide sample ordinances for potential future planning.

ELECTION

Deputy City Clerk, Lillian Massie, provided an update on the upcoming election. The Dixon municipal election will be held April 7, 2026 and there is one vacancy for each of the wards; Ward I, Ward II, and Ward III. The candidate filing is December 9 through December 30; excluding December 24 & 25.

CITY CLERK UPDATE

Kelli Livengood stated the income and disbursements for the fiscal year ending September 30, 2025 was posted in the paper last week and was provided to the mayor and council. The financial audit for the fiscal year that ended September 30, 2024 has been completed. We worked through the findings, provided responses and completed the recommended course of action. The audit results have been provided to the mayor and council. We asked K DeLuca Audit Services to send an engagement letter for the next financial audit. Business license renewal letters will be sent out in November. All 2025 business licenses expire December 31, 2025 and need to be renewed. Business owners should watch for the renewal letters in the mail. The library CD is up for renewal. It was originated in 2012 and has been renewed in the Bank of Missouri each year since. It is a 12-month CD of \$2,012.95 and has a 3.01% interest rate that renews each year in November. Council would like to check rates before renewing. City Hall will be closing for repair this month and will be temporarily located at the former Dixon R-1 Administration Building at 106 W 4th Street. We will make an official post on Facebook, on our website and in the Dixon Pilot to give exact dates regarding the move. Parking is available in the rear/north side of the building at the temporary location. The utility drop box will still be available at the original location at the City Hall building (305 S Elm).

LIBRARY UPDATE

Lacey Teague informed the council that the VFW Auxiliary Program last month about Lady Liberty's birthday was a great event. The next event is November 5th at 11am for Veteran's Day. Trick or Treat on Main Street was a success. The CDBG demolition grant is in another revision period that ends on November 11 and then a final decision will be made. Lacey is currently writing another grant through ALA for the library, as well as, a grant for the pickleball courts.



City of Dixon

City Council

POLICE UPDATE

Assistant Chief Cottner reported that he attended a firearms course that allows him to train our officers so we do not have to outsource training. Cottner reported that Chief Wilfong hosted a drug workshop at the school. Cottner is also working on a grant to replace vehicles.

PUBLIC WORKS UPDATE

Nathan Cox reported a total completion of 37 work orders for the month of October with 2 service leaks and one sewer back-ups (no damage). Total Water loss for October was 24.45%. Water analysis for October showed 828,809 gallons lost, 2,409,200 gallons of water sold and 2,500,000 accounted for. The Library Community Garden will be completed this week. The Old Shop will be cleaned up and organized this winter. Akery Excavating will start on the Old Rock Yard this week. Midstate Pipeline is currently constructing the Intermediate Pump Station, Back-Up Generator and UV Disinfection. Everything is currently on schedule with the WWTF upgrade. Reports were sent to DNR for October 2025. Bac-T samples were satisfactory for the month. The bid for a truck has been placed on Facebook, on the website and in the paper. One truck has been located in Troy, Missouri that meets the bid requirements.

ATTORNEY UPDATE

None.

CLOSED SESSION @ 6:35 P.M.

Dan Milligan made the motion to go into closed session at 6:35 p.m. Anthony Campbell seconded the Motion. Roll call to vote: Mike Parsons, Anthony Campbell, Dan Milligan, Trevor Warnol, Leonna Coffman

Motion Carried (5-0)

OPEN SESSION @ 7:00 P.M.

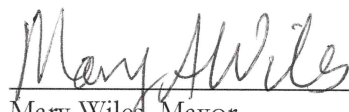
Trevor Warnol made the motion to go into open session at 7:00 p.m., Leonna Coffman seconded the motion. Roll call to vote: Mike Parsons, Anthony Campbell, Dan Milligan, Trevor Warnol, Leonna Coffman

Motion Carried (5-0)

ADJOURNMENT

Trevor Warnol made the motion to adjourn at 7:00 p.m., Leonna Coffman seconded the motion. Unanimous show of hands, meeting adjourned.

Minutes approved this 1st day of December, 2025



Mary Wiles, Mayor



Kelli Livengood, City Clerk