

February 19, 2025

The governing body of the City of Seneca met in regular session February 19, 2025 at 7:30 p.m., in the council room, located at 531 Main Street, Seneca, Kansas. Present were Mayor Joe Mitchell and council members Joe Schmelzle, Kris Enneking, Steve Bennett, Mike Stallbaumer, and Jim Mitchell. Councilmember Ray Shinn was absent. Also present were City Administrator Steve Brooks, Assistant City Attorney Luke Sunderland, Dylan Blevins, Chad Jones, Tom Haug, Travis Emmons, Brad Kramer, and Michele Spring.

Kris Enneking made a motion to approve the minutes of the regular meeting held February 5, 2025. The motion was seconded by Jim Mitchell. All voted yes. Motion carried.

Jim Mitchell made a motion to approve the amended agenda. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried.

Kris Enneking made a motion to approve Appropriation Ordinance Number 1488. The motion was seconded by Joe Schmelzle. All voted yes. Motion carried.

Jim Mitchell made a motion to approve Ordinance No. 1451 An Ordinance Authorizing the Execution of a Loan Agreement between the City of Seneca, Kansas and the State of Kansas, Acting by and through the Kansas Department of Health and Environment for the Purpose of Obtaining a Loan from the Kansas Public Water Supply Loan Fund for the Purpose of Financing a Public Water Supply Project; Establishing a Dedicated Source of Revenue for Repayment of such Loan; Authorizing and Approving Certain Documents in Connection therewith; and Authorizing Certain other Actions in Connection with the Loan Agreement. The motion was seconded by Steve Bennett. All voted yes. Motion carried.

Steve Bennett made a motion to approve Charter Ordinance No. 1452: A Charter Ordinance to Exempt the City of Seneca, KS from the Provisions of K.S.A. 12-1697 Regarding the Levy of a Transient Guest Tax for the Promotion of Tourism and Conventions and Providing a Substitute and Additional Provisions. This Charter Ordinance is necessary in order to pass the update for Transient Guest Tax Rate. The motion was seconded by Jim Mitchell. Jim Mitchell, Steve Bennett, Mike Stallbaumer, and Joe Schmelzle voted yes. Kris Enneking abstained. Motion carried.

Joe Schmelzle made a motion to approve the water loan contract with KDHE. The motion was seconded by Kris Enneking. All voted yes. Motion carried. This is a Kansas Public Water Supply Loan for 30 years at a gross interest rate of 2.43%.

Project Principle	\$3,850,000
Principle Forgiveness	\$2,056,790
Net Loan Cost	\$1,793,210

Steve Bennett made a motion to reappoint Jim Mitchell as Director 1 on KMEA Board of Directors. The motion was seconded by Joe Schmelzle. Steve Bennett, Mike Stallbaumer, Joe Schmelzle, and Kris Enneking voted yes. Jim Mitchell abstained. Motion carried.

Joe Schmelzle made a motion to table the consideration of the updated electric rate structure. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried. The proposed rate structure would add \$10.00 per account base charge and \$0.02/KWH.

Mike Stallbaumer made a motion to approve the updated Travel and Tourism Bylaw. This will change the Transient Guest Tax Rate from 2% to 5%. The motion was seconded by Steve Bennett. Jim Mitchell, Steve Bennett, Mike Stallbaumer, and Joe Schmelzle voted yes. Kris Enneking abstained. Motion carried.

Joe Schmelzle made a motion to approve the updated Police Department Job Descriptions portion of the Personnel Policy. The motion was seconded by Kris Enneking. All voted yes. Motion carried.

Fire Chief Tom Haug presented the Seneca Fire Department Annual Report.

City Administrator Steve Brooks presented an update on the Substation/Generation Project. A public hearing is set for March 4<sup>th</sup> with the Planning Commission/BZA for consideration of rezone of old town Block 91, lots 1-14 from R-1 to I-2.

City Administrator Steve Brooks announced that a public hearing is set for March 4<sup>th</sup> with the Planning Commission/BZA for consideration of updating Food Truck Ordinance.

City Administrator Steve Brooks announced that the City Administrator Contract is due to expire on June 18, 2025. The council must give the City Administrator notice if the contract will not be renewed or it will be renewed for another 2 years.

At 8:00 p.m., Jim Mitchell made a motion to go into executive session for 10 minutes until 8:10 p.m. for Attorney-Client Privilege to include the governing body, Luke Sunderland, and Steve Brooks with no action to be taken. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried.

At 8:10 p.m., Jim Mitchell made a motion to go back into open session. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried. No action was taken.

Kris Enneking made a motion to adjourn. The motion was seconded by Jim Mitchell. All voted yes. Motion carried. Meeting adjourned at 8:11 p.m.

Michele Spring  
City Clerk