

June 18, 2025

The governing body of the City of Seneca met in regular session June 18, 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, Ray Shinn, Steve Bennett, Kris Enneking, Jim Mitchell, and Mike Stallbaumer. Also present were City Administrator Steve Brooks, Assistant City Attorney Luke Sunderland, Brian Rusche, Tami Norris, Heidi Wolfgang, and Michele Spring.

Kris Enneking made a motion to approve the minutes of the regular meeting held June 4, 2025. The motion was seconded by Joe Schmelzle. All voted yes. Motion carried.

Jim Mitchell made a motion to approve Appropriation Ordinance Number 1496. The motion was seconded by Steve Bennett. All voted yes. Motion carried.

Tami Norris with Blue Cross and Blue Shield presented the new health and dental insurance rates for insurance year beginning August 1, 2025. Joe Schmelzle made a motion to approve the renewal of employee health and dental plan and employer contribution rates for year starting August 1, 2025. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried.

Ray Shinn made a motion to approve the consideration of Street Closure Request from Saints Peter and Paul Church on August 16th from 7:00 a.m. – 11:00 a.m. to close Pioneer Street from 4th Street to 5th Street for Father Arul Memorial 5K Run/Walk. The motion was seconded by Mike Schmelzle. All voted yes. Motion carried.

Ray Shinn made a motion to approve the consideration of Street Closure Request from Community National Bank on July 8th from 9:00 a.m. – 3:00 p.m. to close Main Street from 2nd St. to 3rd St. for Bring your Kids to Work Day. The motion was seconded by Steve Bennett. All voted yes. Motion carried.

Brian Rusche presented 2 bids received for curb and gutter work for summer 2025. The low bid came from Goodman Brothers to which came in under the budgeted \$80,000 which will allow more work to be done than the bid submitted by J&B Contractors. Steve Bennett made a motion to approve Goodman's bid for 2025 curb and gutter work not to exceed the \$80,000 budgeted amount. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried.

Steve Bennett made a motion to approve the consideration of Cereal Malt Beverage submitted by Dollar General. The motion was seconded by Joe Schmelzle. All voted yes. Motion carried.

Steve Bennett made a motion to approve the consideration to hire Deryk Rosenberger as Summer Maintenance Employee at the rate of \$12.00 per hour. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried.

Joe Schmelzle made the motion to approve the consideration of Appointment of Luke Sunderland as City Attorney with the same 8-hour retainage for \$1200 per month, plus \$200 per hour over 8 hours. The motion was seconded by Kris Enneking. All voted yes. Motion carried.

Mayor Joe Mitchell announced that Michele Spring has obtained Certified Municipal Clerk Certification. Ray Shinn made a motion to approve a \$1.00 per hour raise for Michele for obtaining the certification. The motion was seconded by Jim Mitchell. All voted yes. Motion carried.

City Administrator Steve Brooks announced that Seneca Transient Guest Tax Rate raise to 5% will go into effect on July 1, 2025.

Steve Brooks announced it is time for the City Administrator Annual Review. We have allotted time on the agenda for an executive session if the council feels they are ready.

Steve Brooks announced we have received a letter for sludge profile back from Charlie Schwindamann with Kansas Rural Water Association.

Steve Brooks announced that the new Dollar General is on track to open very soon.

At 7:55 p.m., Jim Mitchell made a motion to go into executive session for 10 minutes until 8:05p.m. for Contractual to include the governing body, Luke Sunderland, Steve Brooks, and Brian Rusche with possible action to be taken. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried.

At 8:05 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.

Jim Mitchell made a motion to accept the bid from L&P Construction, LLC of \$7,945.82 with 60% paid down before work begins. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried.

At 8:07 p.m., Jim Mitchell made a motion to go into executive session for 10 minutes until 8:17 p.m. for Contractual to include the governing body, Luke Sunderland, Steve Brooks, and Brian Rusche with no action to be taken. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried.

At 8:17 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.

At 8:18 p.m., Jim Mitchell made a motion to go into executive session for 5 minutes until 8:23 p.m. for Non-Elected Personnel to include the governing body, Luke Sunderland, and Steve Brooks on call with possible action to be taken. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried.

At 8:23 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.

Jim Mitchell made a motion to table the City Administrator evaluation. The motion was seconded by Joe Schmelzle. All voted yes. Motion carried.

Kris Enneking made a motion to adjourn. The motion was seconded by Jim Mitchell. All voted yes. Motion carried. Meeting adjourned at 8:27 p.m.

Michele Spring
City Clerk