

February 4, 2026

The governing body of the City of Seneca met in regular session February 4, 2026 at 7:30 p.m., in the council room, located at 531 Main Street, Seneca, Kansas. Present were Mayor Joe Mitchell and council members Ray Shinn, Jim Mitchell, Mike Stallbaumer, Kris Enneking, Jacee Corby, and Steve Bennett. Also present were City Administrator Steve Brooks, City Attorney Luke Sunderland, Travis Emmons, Tony Kramer, Robert Ohlsen, Brian Rusche, Dylan Blevins, and Michele Spring.

Kris Enneking made a motion to approve amending the agenda to move an item from executive session to old business item number 2. The motion was seconded by Jim Mitchell. All voted yes. Motion carried.

Kris Enneking made a motion to approve the consent agenda. The motion was seconded by Jacee Corby. All voted yes. Motion carried. Consent agenda items:

1. Approval of minutes of the regular meeting held January 21, 2026.
2. Appropriation Ordinance Number 1511

#### Old Business:

Ray Shinn made a motion to approve the acceptance of the amended loan agreement with KDHE to increase the principal forgiveness by \$254,000 and to extend the amortization schedule to begin paying in August 2028, and to approve mayoral signing of the amendment when received. The motion was seconded by Jim Mitchell. All voted yes. Motion carried.

Jim Mitchell made a motion to approve contract draft with AHRS to design-build the new Seneca Ball Field and authorize the City Administrator to sign the final drafter upon receipt from AHRS. The motion was seconded by Kris Enneking. All voted yes. Motion carried.

#### New Business:

Travis Emmons introduced himself as the new fire chief and presented the annual 2025 Seneca Fire Department Report. Robert Ohlsen gave an update of possible car shows that the Stutz has been invited to in 2026.

Brian Rusche presented a need for reservoir inspection and cleaning. He received quotes from three dive inspection teams. Jim Mitchell made a motion to approve the reservoir inspection proposal submitted by L.O.Z. Dive, LLC for a cost not to exceed \$36,967.00 contingent on background checks from other companies that have used L.O.Z. Dive, LLC. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried. The two other bids received were from Midco Diving and Marine Services for a maximum bid of \$53,609; and MDS Marine Diving Solutions for a maximum bid of \$41,500.

Brian Rusche presented a request for the purchase of a valve exerciser. Brian received 3 bids from two different companies. Jim Mitchell made a motion to approve the purchase of one Hurco Valve Exerciser from Key Equipment for a cost of \$24,310. The motion was seconded by Kris Enneking. All voted yes. Motion carried. The other bids were a Wachs Compact LX Trailer for a delivered cost of \$45,250; and a Wachs ERV 750 High Stack for a delivered cost of \$27,176.

Jim Mitchell made a motion to approve the purchase of 36 utility poles from Kopper's at a cost of \$18,402. The motion was seconded by Ray Shinn. All voted yes. Motion carried. Another bid was received for utility poles from Bridgewell Resources in the amount of \$26,176.

Kris Enneking made a motion to approve the amending of Chapter 3.29 purchasing policies and procedures, subsection 3.29.030 purchasing guidelines to increase the spend authority of the City Administrator to \$24,999. The motion was seconded by Steve Bennett. All voted yes. Motion carried. This will come back as an amended ordinance at the February 18, 2026 City Council Meeting.

Jim Mitchell made a motion to approve the consideration and designation of Steve Brooks as Voting Delegate and Brian Rusche as Alternate Delegate for Kansas Rural Water Association. The motion was seconded by Kris Enneking. All voted yes. Motion carried. The voting happens annually at the water conference in Wichita the last part of March.

Ray Shinn made a motion to approve the consideration and acceptance of resignation of Jacee Corby from the Seneca Free Library Board and appointment of Michaela Schmelzle to fill the unexpired term and serve her own four-year term until April 2030. The motion was seconded by Jim Mitchell. All voted yes. Motion carried. This will fill the vacated position due to the recent elections.

Jim Mitchell made a motion to approve the consideration of the recommendation from the Travel and Tourism Committee of Community Projects and Grants for a total of \$23,630. The motion was seconded by Jacee Corby. Jim Mitchell, Steve Bennett, Ray Shinn, Mike Stallbaumer, and Jacee Corby voted yes. Kris Enneking abstained. Motion carried.

City Administrator Steve Brooks announced through our findings that some cities place the accountability of guest tax funds with the Chamber of Commerce. He asked if the council would have any interest in doing this with guidelines to be followed and approved through the City Administrator.

Ray Shinn announced the sales tax received in January 2026 was in amount of \$105,985.99.

At 8:21 p.m., Jim Mitchell made a motion to go into executive session for 10 minutes until 8:31 p.m. for Attorney-Client Privilege to include the governing body, Steve, and Luke with no action to be taken. The motion was seconded by Mike Stallbaumer. All voted yes. Motion carried.

At 8:31 p.m., Jim Mitchell made a motion to go back into open session. The motion was seconded by Mike Stallbaumer. All voted yes. No action was taken.

Jacee Corby made a motion to adjourn. The motion was seconded by Jim Mitchell. All voted yes. Motion carried. Meeting adjourned at 8:32 p.m.

Michele Spring  
City Clerk