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## CITY COUNCIL REGULAR MEETING January 14<sup>th</sup>, 2020

### Council Present:

Brad Smith  
Lilly Foster  
Sue Holliday  
Melissa Pettyjohn  
Barb Northington

### Public in Attendance

**City Manager/Recorder Raamin Burrell**  
**Minutes taken and recorded by Raamin Burrell and**  
**Assistant City Manager Amanda Born**

**Meeting called to order by Mayor Smith at 6:00 p.m.**

**Open Floor:** Mayor Smith read the agenda item aloud and called for open floor items.

City Manager Burrell presented **Resolution 01-20: A Resolution to Amend the 2019-20 Budget in the Sewer Fund**. This Resolution has been proposed to cover the anticipated expense of paying Hueckman Contracting for the Shirttail Creek Subdivision Sewer Project. This resolution pulls funds from the Contingency line item to augment the Capital Outlay – Improvements line item, which is the appropriate line item from which to pay for this project. Mayor Smith read the Resolution aloud and called for a motion to accept and sign Resolution 01-20.

*-Councilor Northington made the motion, Councilor Holliday seconded it. All in favor, motion passed to approve and sign Resolution 01-20.*

Later in the meeting Councilor Pettyjohn brought up the possibility of some sort of compensation for the Seneca Councilors. Many options were bantered about and it was requested to call other communities to see what is offered for serving on their Council.

**Approval of December 10<sup>th</sup>, 2019 Minutes:** Mayor Smith read the agenda item aloud and asked for any corrections or changes. None were noted. Mayor Smith called for a motion to approve and sign the minutes.

*-Councilor Foster made the motion, Councilor Northington seconded it. All in favor, motion passed to approve and sign the minutes.*

**Change Order #4 – Wastewater Facility Project:** Mayor Smith read the agenda item aloud. City Manager Burrell explained to Council that this Change Order covers the cost of the automatic sampler for the sewer system. This sampler pulls samples from the sewerage system and refrigerates the sample to be sent to the lab for the monthly testing. This Change Order shows all of the changes made via previous change orders; showing the amount that has been saved previously thus allowing us to make this purchase via the CDBG for the Wastewater Project.

*-Councilor Pettyjohn made the motion, Councilor Holliday seconded it. All in favor, motion passed to approve and sign Change Order #4.*

**Discuss Shirrtail Creek and Dump Road Conditions:** Mayor Smith read the agenda item aloud. Councilor Northington and various others have raised concerns as to the deteriorating condition of Shirrtail Creek Road, especially between the bridge and the intersection with the Dump Road. FEMA may have funds available for rehabbing the road, will need to check and plan ahead. Mayor Smith stated that the reason the road was so low on either side of the bridge was because the bridge was unable to take the pressure of flood water. Conversation was had in regards to raising the road ways, implementing a spillway, and/or using a culvert of several to abate the excess water. Councilor Northington spoke of the drop off on the west side of the Dump Road on the final approach to the dump. Due to the construction for the new lagoons, the road way has a severe drop off. Something should be done for railing, signage, reflector posts. Assistant City Manager Born brought up the concern of putting in actual guard rails would interfere with plowing snow off the road. An option of possibly expanding the road way was brought up. Councilor Pettyjohn asked about having someone come in to assess the roadway for rehab. The Dump Road was engineered and built up less than 20 years ago so that information could be used as a baseline. Should we not be able to rehab the Dump Road in a timely fashion, the access road between the new lagoons and the re-use area will be done as soon as they lay the base fabric and rock for it. That access road could be used as a primary access until the Dump Road can be rehabbed.

**Air BNB Update – Barb Northington:** Mayor Smith read the agenda item aloud. Councilor Northington wanted to bring attention to the proposed legislation. She wanted to make sure that people got a business license in Seneca and turned in a safety checklist that shows that the owner went through their own property to certify it. The city would then keep that on file. Mayor Smith asked if their insurance would require the same inspections? The issue is that not everyone would claim it on their insurance due to the cost increase. The other difference would be between long-term rentals and temporary or short-term rentals. There's only currently a couple that are considered short-term rentals with one more being converted to an Air BNB. Councilor Northington wants to be on top of maintaining that documentation and that those owners are paying the appropriate fees both to the City and the County and State. City Manager Burrell stated that the other towns/counties that have adopted this type of legislature has done so by Ordinance so that it's permanent in the city code. The city staff can put together an ordinance for Council review then hold the appropriate public hearings on the matter. Another question was in regards to the regulation of the percentage of residential housing that would be allowed to be used for short-term housing. There's legislation that is currently in the State legislature that would not allow a city or county to regulate that percentage.



**New Employee Authorization Approval:** Mayor Smith read the agenda item aloud. City Manager Burrell stated that Assistant City Manager Amanda Born needs to have access and authorization approval on all of the same accounts currently available to the City Manager in order to do her job and to fill in when/if the City Manager is unavailable. The Council was in agreement. Mayor Smith called for a motion to approve signatory responsibilities for Amanda Born as Assistant City Manager.

*-Councilor Pettyjohn made the motion, Councilor Northington seconded it. All in favor, motion passed to approve signatory responsibilities for Amanda Born.*

**Authorization for Airlink Bills:** Mayor Smith read the agenda item aloud. City Manager Burrell reiterated that the city pays for Yvonne Saunders' annual Airlink bill in consideration of her husband John Saunders. Assistant City Manager Born thought it would be appropriate to also provide coverage for her and Shane Koppel. We also offer it to our volunteer EMT's. It's not that we're not fiscally capable of providing this service for the city's employees, it's just never come up before. Mayor Smith called for a motion to approve Airlink coverage for city staff.

*-Councilor Holliday made the motion, Councilor Foster seconded it. All in favor, motion passed to approve Airlink coverage for City of Seneca staff.*

**Bills Before Council/Signatures:** Mayor Smith read the agenda item aloud and called for a motion to pay the bills. The extra signatures required pertain to the Wastewater Facility Plan and have already been approved by Council.

*-Councilor Holliday made the motion, Councilor Foster seconded it. All in favor, motion passed, bills signed.*

**Meeting Adjourned at 6:43 p.m.**

Attest: Brad L. Smith  
Mayor