



City of Seneca- Regular City Council Meeting Minutes

Date: March 10, 2026

Time: 6:00 p.m.

Location: Seneca City Hall

Council Present:

Mayor Andrea Officer

Councilor Chuck White

Councilor Melvin Herburger

Public Present

Linda Pace

Jim Klum

Jason Miller (Fire Chief)

Call to Order

Mayor Andrea Officer called the City Council meeting to order at 6pm.

1. Audit Presentation

John Russell of Zwygart & Associates presented the City's 2024 audit.

Main points from the audit presentation included:

- The City received a clean audit opinion.
- The audit is for fiscal year ending June 30, 2024.
- The City is behind on audits but is making progress toward catching up.
- The General Fund showed a negative cash position at year end and was being carried temporarily by the Street Fund.
- The Street Fund was described as having a strong reserve position.
- The Water Fund showed a surplus.
- The Sewer Fund appeared to operate near break-even when depreciation was excluded.
- The Transfer Station Fund was identified as the greatest concern because revenues were not keeping up with operating costs.
- The auditor recommended continued work on better allocation of payroll and shared expenses among funds.
- The auditor also recommended that a council member review and initial monthly bank statements as an added internal control.

Council discussion followed regarding transfer station rates, payroll allocation, and internal controls.

2. Approval of February Minutes

A motion was made by Melvin Herburger to approve the February minutes.

The motion was seconded by Chuck White.

Motion passed unanimously.



3. Resolution 2026-2 – Transfer of Appropriations

Mayor Andrea Officer read Resolution No. 2026-2, a resolution transferring appropriation from contingency to personal services/health insurance in the amount of \$2,200 for fiscal year 2025-2026.

A motion was made by Melvin Herburger to adopt Resolution 2026-2.
The motion was seconded by Chuck White.
Motion passed unanimously.

4. Bills Before Council

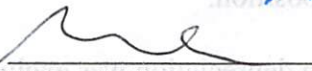
A motion was made by Mayor Officer to approve and pay the bills before Council.
The motion was seconded by Chuck White.
Motion passed unanimously.

5. Adjournment

There being no further business, Mayor Andrea Officer adjourned the meeting at approximately 7:10 p.m.

Attest:


Andrea Officer, Mayor


Deborah Oatman
City Manager/Recorder