



City of Seneca – City Council Meeting Minutes

Date: July 14, 2026

Time: 6:00 p.m.

Location: Seneca City Hall

Council Present:

Mayor Andrea Officer
Councilor Barbara Northington
Councilor Chuck White
Councilor Matt Wenick
Councilor Melvin Herburger

Public Present:

Ricky Gray
Patty Davidson

Staff Present:

Deborah Oatman

3. Consent Agenda

Approval of June 9, 2026 Regular Council Meeting Minutes
Approval of June 23, 2026 Special Council Meeting Minutes
Financial Statements
Payment of Bills

Motion: Councilor Northington moved to approve the Consent Agenda.

Second: Councilor Herburger.

Vote: Motion carried unanimously.

New Business

4. Open Floor

Councilor Herburger asked about repairs to the roadway where utility work had been completed. City Manager Oatman explained that under City ordinance, the property owner is responsible for restoring the roadway following utility excavation and that the owner would be contacted regarding the required repairs.

5. Community Exercise Program

Mayor Officer informed the Council that the Grant County Extension Office has received grant funding to offer free community exercise classes beginning this fall. Place the request on the August agenda for formal Council consideration.

6. City Manager Report - Audit Update

The FY 2024-2025 audit has been completed with a **clean audit opinion**.

Audit cost was **\$12,000**, less than originally anticipated.

The audit will bring the City back into compliance with audit filing requirements. Internal controls have been implemented to address recurring audit recommendations, including:

Monthly Council review of bank statements.

Additional oversight of financial records.



Public Works Projects

The Manager updated Council on current and planned projects including:

Installation of the new ADA access ramp.

Repair and painting of picnic tables.

Improvements to the City Park cook shack.

Exterior maintenance on City Hall windows.

Ongoing vegetation management. Prioritizing weed removal around fire hydrants.

Improving vegetation management throughout town to reduce fire hazards and improve community appearance.

Code Enforcement

Code enforcement letters are being prepared for nuisance properties in accordance with Resolution 01-22. Several neglected properties have recently changed ownership and cleanup efforts have already begun.

7. Fire Department Barbecue Fundraiser

The City received an update regarding the annual Fire Department BBQ fundraiser.

Total proceeds: **\$2,136.86**

Council thanked all volunteers, donors, and community members who participated and agreed the event was a successful fundraiser.

8. Resolution 2026-__

Temporary Water Service Agreement – Seneca Timbers RV

Mayor Officer read the proposed resolution establishing a temporary water service agreement with the new owners of Seneca Timbers RV Park. Seasonal water usage. Annual additional charge of \$75. Future installation of a water meter if required.

Protection of City interests while providing a fair temporary billing arrangement.

Councilor Herburger disclosed his ownership interest and abstained from voting.

Motion: Councilor Wenick moved to adopt the resolution.

Second: Councilor Northington.

Vote:

Aye: Officer, White, Northington, Wenick

Abstain: Herburger

Motion carried.

Adjournment:

Mayor Officer adjourned the meeting at approximately 6:30

Attest: Andrea Officer
Andrea Officer, Mayor

Deborah Oatman
Deborah Oatman
City Manager / Recorder