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City of Seneca – City Council Regular Meeting Minutes

Date: October 14, 2025

Time: 6:00 PM

Location: Seneca City Hall

Council Present:

Mayor Andrea Officer

Councilor Melvin Herburger

Councilor Chuck White

Staff Present:

Deborah Oatman

Public Present:

Stephanie Thompson (Save Our Library Committee)

Linda Pace

Jason Miller (Fire Department)

1. Call to Order

Mayor Andrea Officer called the meeting to order at 6:00 PM.

2. Roll Call

Present: Mayor Andrea Officer; Councilors Melvin Herburger, and Chuck White.

3. Approval of Minutes

Item: Approval of September 9, 2025 Council meeting minutes.

MOTION: Councilor Herburger moved to approve the September 9, 2025 Council minutes.

SECOND: Councilor Chuck White.

VOTE: Motion passed unanimously.

4. Open Floor

Grant County Library – Funding & Feasibility Study (Presenter: Stephanie Thompson)

Ms. Thompson briefed Council on Grant County's budget shortfall and the County Court's process under ORS 357.621 to hold two public hearings on the library's status. She reported that funds were allocated to keep the library open through June 2026; without a new funding source, the library will close thereafter. The first hearing (July 22) drew 200+ attendees in support; the second hearing is October 21, 2025. The Save Our Library Committee is conducting a feasibility study comparing a five-year operating levy versus a special library district, with findings due by January 2026.



5. Old Business

Health Insurance Opt-Out Resolution 2025-5

Council adopted Resolution 2025-5 clarifying compliance with CIS's \$100/month limit for health insurance opt-out incentives and documenting additional compensation as a hiring negotiation term.

MOTION: Councilor Herburger moved to adopt Resolution 2025-5 as presented.

SECOND: Councilor White.

VOTE: Motion passed unanimously.

6. Seneca Paving Project Update

Shirrtail Creek Road Project (Paving & Materials): Staff reported the contractor met scope and deadline; costs were reduced via ODOT material sourcing. Project appears under budget.

7. Appointments / Administration

Volunteer Fire Chief – Appointment & Oath:

Jason Miller was appointed and sworn in as Volunteer Fire Chief. Chief Miller discussed Fire Prevention Week outreach and the cadet recruitment program for youth ages 15–18.

8. Bills Before Council / Financial Statements

MOTION: Councilor Herburger moved to approve payment of the bills and accept the financial statements as presented.

SECOND: Mayor Andrea Officer.

VOTE: Motion passed unanimously.

9. Adjournment

With no further business, Mayor Andrea Officer adjourned the meeting at 6:45PM.

Attest:

Andrea Officer
Andrea Officer, Mayor

Deborah Oatman
Deborah Oatman, City Manager/Recorder