



## City Council Meeting Minutes

April 11, 2022

### *City of Adams*

The meeting was called to order by Mayor Pro Tem Jeff Rost at 6:33 p.m. Councilors Graham Alderson, Kristin Schmidtgall and John Thompson were present. Also attending was Donna Grimes, City Recorder, Richard Stoupa, Public Works and Amanda Hespel, Librarian. Guests attending were Stephen Vorhauer and Stephanie Partida.

**The Pledge of Allegiance was recited.**

**The published agenda was read.**

**The Consent Agenda-** Councilor Alderson moved to approve the Consent Agenda as amended which includes meeting minutes, the financial statements, and the bills for payment. There was a second by Councilor Thompson and the motion passed with all voting in favor.

**Maintenance Report-Additions**

- A letter was received from W4 Dust Control stating they could not obtain one of the ingredients needed for their compound, so they were going to cease business operations and retire. Rich Stoupa will check on alternatives.

**Administrative Report-** No additions

**Library Report-** Library Director Amanda Hespel asked about increasing the library hours to 27 hours per week when there were special programs or movie nights. The Council asked for a summer schedule for approval.

**COMMITTEE REPORTS**

**Safety Committee Meeting-** The Council Meeting was suspended at 7:02 p.m. for a safety meeting. Staff members Rich Stoupa, Amanda Hespel and Donna Grimes were present. Two issues were discussed.

- Clearing off the stairs going to the upper-level storage room.
- Adding a yellow stripe in line with the stop sign running the length of City Hall to keep vehicles away from the sidewalk and building.

The meeting ended at 7:06 p.m.

### **Administrative Committee-**

- The Recorder evaluation was completed on April 1, 2022. Employee Supervisor Rost motioned that the salary be moved to \$2599 per month (\$20.00/hr.). Councilor Schmidtgal seconded the motion, and all voted in favor.
- Supervisor Rost also recommended Rich Stoupa, Public Works, be moved off 90-day probationary status and the starting April 1, his pay be increased \$150.00 for large equipment operation. Councilor Alderson moved, and Councilor Thompson seconded the motion, and all voted in favor.

**Park Committee-** Councilor Schmidtgal reported that Umatilla County Commission Chairman John Shafer attended Adams Days and presented the city with a sign for the park. The rest of the mulch will be spread at the other play structure shortly.

### **Street Committee-**

- The bids for the Preston Street Project were opened at City Hall on April 5. The low bid was submitted by Don Jackson Excavation, LLC in the amount of \$117,600.00. Anderson Perry reviewed the bids and send a recommendation to the Council that they accept the Bid from Don Jackson Excavation, LLC.
  - The motion to accept the bid from Don Jackson Excavation, LLC in the amount of \$117,600 and to have Anderson Perry prepare the documents was made by Councilor Thompson and seconded by Councilor Alderson. The motion passed unanimously.

### **Water Committee-**

- Loan refinance-The city was contacted Government Capital about a refinance of our existing USDA water loan. We are presently paying 4.751% financing. The best they could offer was 4.05%.
- Water Meters-Three new meters have been installed. Still working on 'reading' the meters.
- The motor went out on Well #3 pump. Gordon's Electric was called and when it was determined to be a pump issue, Purswell Pumps was contacted. The pump was pulled, and it was determined the motor was bad plus the only check valve was not operating. They were able to install a new motor and added three check valves to the system.

### **Planning Commission**

- Liaison Councilor Alderson reported on the activities of the Commission.
  - There was one Development Permit applied for by Don Hartley to construct a 30'x36' house and a small grain storage bin at 370 S. College Street. Letters were sent out to neighboring property owners and City Planner Carla McLane was contacted about a grain bin in a residential zone.
  - Gina Miller joined the meeting by ZOOM. She suggested the addition of "or designated agent" be added where appropriate in Ordinance #254 which would allow Code Enforcement to manage animal control.

### **Budget-**

- Councilor Thompson moved to accept the audit performed by Cockburn and McClintock, LLC. Councilor Alderson seconded the motion, and all voted in favor.
- Resolution #2022-05: Councilor Alderson moved to adopt Resolution #2022-05 accepting and appropriating grant funds from the Adams Community Benefit Plan for the Park Fund in the amount of \$32,379.14 (park equipment) and the General Fund(Wildhorse Creek Stabilization) in the amount of \$49855.00. Councilor Thompson seconded the motion and it passed unanimously.
- Resolution #2022-06: Councilor Thompson moved to adopt Resolution #2022-06 which transfers funds
  - Administrative Fund-from Insurance to Audit-\$150.00
  - Street Fund-from Contractual Services to Equipment Maintenance-\$334.92
  - Water-from-Water Quality Monitoring to Contractual Services-\$461.00Councilor Rost seconded the motion and it passed unanimously.
- Resolution #2022-07: Councilor Rost moved to adopt Resolution #2022-07 which accepts a reimbursement grant from the Umatilla County Special Library District in the amount of \$311.63 for the purchase of historical books. Councilor Alderson seconded the motion, and all voted in favor.

### **Code Enforcement-**

- Reported earlier.

### **UNFINISHED BUSINESS**

- **Emergency Response Plan-** A motion to table was made by Councilor Schmidtgall and seconded by Councilor Alderson. Motion passed with all voting in favor.
- **Mayor Vacancy-**A letter of interest was submitted by Councilor Alderson.
  - Councilor Schmidtgall nominated Graham Alderson for the office of Mayor. Councilor Thompson seconded the nomination.
  - Councilor Thompson moved nominations be closed. Councilor Schmidtgall seconded the motion, and all voted in favor.
  - The vote to appoint Graham Alderson Mayor passed unanimously.
- **Council Vacancy-**
  - Letters of interest for the open Council seats were received from Stephanie Partida and Stephen Vorhauer.
    - Councilor Rost moved to appoint Stephanie Partida to position 4, term ending 12/31/2025 and Stephen Vorhauer to position 5, term ending 12/31/2025. Councilor Schmidtgall seconded the motion. Councilor Thompson moved to close nominations with a second by Councilor Rost. The main motion of appointment passed unanimously.
    - The oath of office was administered to Mayor Graham Alderson and Councilors Stephanie Partida and Stephen Vorhauer.

- **Community Center Restart-** Councilor Rost moved to table and Councilor Alderson gave a second. Motion passed unanimously.

### New Business

- Well #4 Update from Anderson Perry-An updated cost estimate was sent over, but it still needs to be 'packaged' for submission to State Senator Bill Hansell and State Representative Bobby Levy in time for the next session.

The meeting was suspended at 8:05 p.m. for a brief Executive session dealing with employee evaluation. Meeting was brought back into session at 8:20 p.m.

- Motion from Councilor Rost stating, " we are going to do that thing." Second by Councilor Alderson. The motion passed unanimously. (Purchase of a \$100.00 Home Depot Gift Certificate)
- Councilor Partida moved to recognize the Adams Friends Association for their work on Adams Days and that they be given a \$250.00 donation from Community Outreach. The motion was seconded by Councilor Schmidtgall and passed unanimously.

### Action Items-

- In future describe transfers/resolutions in minutes.
- Have Employee time off report all on one sheet.
- Check on 'door hangers' for water emergency.
- Have Anderson Perry prepare 'package' for Well #4.
- Ask Adam Schmidtgall about paving costs for future projects using Small City Allotment Grants.

A motion to adjourn was made by Councilor Thompson and seconded by Councilor Alderson. Motion passed and the meeting was adjourned at 8:30 p.m.

The next City Council meeting is set for May 9, at 6:30 p.m.



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Mayor



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City Recorder