



## City Council Meeting Minutes

October 9, 2020

### *City of Adams*

The meeting was called to order at 6:30 p.m. by Mayor Pro Tem Jeff Rost. Council members Tim Johnson, Graham Alderson and Kristin Schmidtgall were present. John Thompson was excused. Brad Baird of Anderson Perry & Associates was a guest at the meeting. Kelly Brady representing Public Works and City Recorder Donna Grimes also attended.

**The Pledge of Allegiance was recited.**

**The published agenda was read with no additions or changes.**

**Consent Agenda**-Councilor Alderson moved to accept with corrections to the minutes and Councilor Johnson seconded the motion. The motion passed unanimously.

**Email Action Items**-There were no items.

#### **Maintenance Report**

- There was no well reading due to the nitrogen tank being empty. A water meter on Center street was also replaced.
- Another complaint of hydrogen sulfide odor has been received.
- The waterline is complete to the skate park and storage shed but not connected.
- EOT repaired the roadways damaged by trenching and a new stop sign was placed on Morrison Street and at the north entrance to town.
- The area behind the tennis court has been roped off to allow the newly seeded grass to become established.

#### **Administrative Report**

- The two grant applications to the Adams Community Benefit Plan are in the final stages of completion.
- The Planning Commission is asking the City Council to change the requirements of what constitutes a quorum for their meetings. The Commission is down to 3 members.
- The Library has a new computer, firewall and an upgraded Wi-Fi connection. This will allow students to better use the library for distance learning and help Zoom meetings go smoother.

## Library Report

- The upgraded Wi-Fi has been a great addition to the Library. Several students are taking advantage of it to do their homework. It was a great help during the online library conference I attended.
- The Annual Library Service Plan Review has been completed along with the statistical report required by the State Library. There is person interested in the vacant library board position.
- Librarian evaluation was given this last week. The Librarian's wage is set by the Special Library District at 1.5 times minimum wage(minimum) which for our area is \$11.50. The City is well above that with the current wage at \$17.90.

## Committee Reports

- **Safety Committee**-Continuing Covid-19 protocols.
- **Administrative**-Need to update wage scale. The last wage scale was adopted in 2016.
- **Park**-The Creek Stabilization work is finished, and grants will be sought out to help replace the playground equipment. There have been complaints about 'pot smoking' in the shelter. It was advised that anyone witnessing this should contact the Sherriff's department.
- **Street**-Repairs have been made where the trenching was done.
- **Water**-The Conservation Plan is still progressing. Several benchmarks were set in the last report that were not followed up on such as conservation materials on the website and included in the water billing. Also, a master plan to check, calibrate and switch out meters on a schedule is needed. Councilor Rost will investigate refinancing our present loan through USDA where the interest rate is 4.75%. Rates offered now are near 2.50%.
- **Planning**-Councilor Johnson reported that the Planning Commission has requested a change to Ordinance #196 dealing with meeting quorum requirements. The Commission membership has fallen below the five members as set forth in the Ordinance. With three members remaining, they must all be present to constitute a quorum to conduct business. They suggested changing the requirements to a "majority of the voting members in attendance shall constitute a quorum". Councilor Johnson was tasked with doing research on this topic and reporting back to the Council.
- **Budget**-Councilor Alderson moved to adopt Resolution #20-16 transferring funds in the amount of \$858.42 from Administration: Code Enforcement to Insurance and Water: Contingency to Contractual Services in the amount of \$4033.29. Councilor Schmidtgall seconded the motion and it passed unanimously.
- **Creek Stabilization**-Covered under Unfinished Business.
- **Code Enforcement**-Still no word from the County. Will keep contacting Beth Harrington.

## Unfinished Business

- Anderson Perry & Associates-Brad Baird was in attendance and discussed the previous agreement with the Council authorizing the expenditure of funds up to \$30,000. The Council asked Mr. Baird how much more need to be authorized to cover the Construction Engineering portion of the project. He felt is should be under \$12,000. Councilor Alderson asked if we should expect more billing?


- Councilor Schmidtgall moved to authorize the expenditure of up to \$12,000 for Construction Engineering. Councilor Alderson seconded the motion, and all voted in favor.
- A contract was submitted for final payment of \$49,885.00 to MiTrac Construction. Councilor Johnson moved to authorize the payment and Councilor Alderson seconded the motion. The motion passed unanimously and Mayor Pro Tem Jeff Rost signed the contract.
- One-Stop Meeting was discussed along with the different funding options presented for putting in Well #4. Even with interest rates being lower, in all the scenarios presented, the City would have to substantially raise water rates. To get the project off the ground, the City will have to look for substantial grants to make Well #4 a reality.
- **Small City Allotment Grant**-Councilor Schmidtgall reported she had not heard anything back concerning the grant request for the Preston Street Bridge. The Historical Bridge grant through ODOT was also discussed. The deadline is November 2020.
- **Job Descriptions for Mayor and Councilors**-Tabled until after the October 27, 2020 workshop.
- **Security Camera at Well House**-With suspected vandalism in the area it was suggested that a camera(s) could be placed at the well house. The City recorder will get cost estimates.
- **Natural Hazards Mitigation Plan**-The plan in place expires last year and several representatives from around the County are working to get a new plan in place. The vulnerability assessment risk listed flooding, severe summer storms and severe winter storms high on the list. They hope to have a plan in place by February or March of 2021.
- **Suspending the \$10.00 fee in Meter Box listed in Resolution #19-14**—Councilor Johnson would like these fees as listed in Resolution #19-14 suspended because he feels they are being subjectively applied. This would take away the homeowners/renter’s responsibility of maintaining their meter boxes by keeping them clean and free from dirt and debris. It was suggested that a \$1 fee could be added to each water bill each month to make up for the lost revenue. It was pointed out that the fee was not to generate revenue but help speed up the meter reading process by eliminating the time it took to dig out meter boxes each month.
  - Councilor Rost made a motion to table this until February of 2021. Councilor Johnson seconded the motion and it passed unanimously.

### **New Business**

- **Agenda Items**-Councilor Alderson moved to dissolve the Creek Stabilization Committee and drop it from the agenda along with the Library Committee Report since the Librarian already submits a report. The motion was seconded by Councilor Rost and passed unanimously.
- **Water Class for Kelly Brady**-A spending authorization form was submitted by Kelly Brady to attend “Water School” to earn CEU’s to be used to maintain the water district license. Since the classes could be taken online the request was denied.

Councilor Alderson moved to adjourn the meeting at 9:05 p.m. Councilor Johnson seconded the motion which passed unanimously.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Recorder