



City Council Meeting Minutes

December 8, 2025

City of Adams

The meeting was called to order at 6:33 p.m. by Mayor Charles Vickery with Councilors Justin Stewart, John Thompson, Ethan Colvard and Jeff Rost present. Also attending was Donna Grimes, City Recorder, Amanda Hespel, Librarian and Richard Stoupa, Public Works Director.

Councilor Wendy Chase was absent.

Guests were-

- Rob VandeVere-Adams Resident
- Eliot Ottmar-Adams Resident-Ordinance #273

The Pledge of Allegiance was recited.

The Published Agenda-

- Mayor Vickery read the published Agenda.

The Consent Agenda- Councilor Colvard moved to approve November 10, 2025, meeting minutes, financial statements, and bills. There was a second by Councilor Thompson and the motion passed with all voting in favor.

Maintenance Report-

- SA 25/26-19 for gravel-\$528.00
 - Councilor Colvard moved to approve the spending authorization for \$528.00 for the purchase of gravel. It was seconded by Councilor Stewart and passed unanimously.

Administrative Report-

- An online chat will be set up for staff and Council with CIS to talk about using and insuring volunteers.
- SA 25/25-14 to purchase new computer for Recorder-\$1497.25.
 - Councilor Colvard moved to approve the spending authorization 25/26-14 in the amount of \$1495.25 to purchase a new computer. Councilor Rost seconded the motion, and all voted in favor.

Library Report-

- The Library has been operating under new hours with Alyssa Berdahl working Fridays.
- The Library will be open 3 more hours each week.

PUBLIC COMMENTS-

- Eliot Ottmar, Adams resident commented on Ordinance #273 which the Council has been considering. His comments were centered around the definition used to define commercial vehicles.

Safety Committee Meeting- The Council Meeting was suspended at 7:21 p.m. for a safety meeting. Present were staff members Rich Stoupa, Amanda Hespel and Donna Grimes.

- There were no topics for discussion.

The Council meeting resumed at 7:23 p.m.

COUNCIL COMMITTEE REPORTS-**Administrative Committee-**

- A Staff Meeting was scheduled for December 1, 2025, at 12:30 p.m.
- Assigning advocates for each employee was discussed but no changes were made. Employees should take their concerns to the Employee Supervisor.
 - Time tracking in QuickBooks for vacation has been corrected back to January of 2025.
 - Time tracking for Sick leave is different in that Oregon requires 1 hour for every 30 hours actually worked minus holidays, vacation, and sick time. Our Auditor will be contacted along with QuickBooks for a solution.
- The City will need to start screening volunteers and employees having direct contact with children.

Park Committee- No Report

Street Committee- No Report.

Water Committee- No Report.

Planning Commission –

- Councilor Colvard reported that the Ordinance #273 was amended by the Planning Commission to remove Section 4 (e) dealing with the fire extinguisher requirement.
- Chairman Chase handed out a research packet he put together on the process of removing property from a city.

Budget-No Report

Code Enforcement-

- Code Enforcement Officer Rich Estes reported he would be issuing a warning letter to 235 E. Center street for construction without a permit. He also gave a verbal warning to 240 S. Old Highway #11 for not renewing their Livestock Permit.

UNFINISHED BUSINESS

- Ordinance #273-Storage Containers
 - A motion to suspend Charter Rules regarding the reading of Ordinance #273 was made by Councilor Colvard and seconded by Councilor Stewart. It passed unanimously.
 - Motion to table further discussion of Ordinance #273 was made by Councilor Stewart and seconded by Councilor Thompson. The motion passed unanimously.
 - Councilor Colvard moved to accept the 1st reading of Ordinance #273 with 2 amendments. Page 2, section 2, (i) have (10,001) added and page 5, Section 6, (a) remove reference to 4 (e). Councilor Stewart seconded the motion.
 - Councilor Rost-yes, Councilor Thompson-yes, Councilor Colvard-yes, Councilor Stewart yes. Motion passed. Ordinance #273 will be posted.
- City Charter-
 - Rob VandeVere and Mayor Vickery are working on this and will report back at the next meeting.
 - Councilor Rost moved to table the City Charter and Council Rules with Council Colvard offering a second . The motion passed unanimously.

NEW BUSINESS-

- Resolution #25-09-Grant Acceptance.
 - Councilor Stewart moved to approve Resolution #25-09 which accepts the grant from the Wildhorse Foundation in the amount of \$25,922.00 for the building of new shelves in the Library. Councilor Colvard seconded the motion.
 - Councilor Thompson-yes, Councilor Stewart-yes, Councilor Colvard-yes, Councilor Rost-yes. The motion passed unanimously

Action Items-Set up meeting about volunteer coverage.

A motion to adjourn was made by Councilor Thompson and seconded by Councilor Stewart. The motion passed and the meeting was adjourned at 8:14 p.m.

The next City Council meeting is scheduled for January 12, at 6:30 p.m.

Approve: Mayor

Attest: City Recorder