



## City Council Meeting Minutes

March 13, 2023

### *City of Adams*

The meeting was called to order by Mayor Graham Alderson at 6:36 p.m. Councilors John Thompson, Stephen Vorhauer, Jeff Rost and Stephanie Partida were present. Also attending was Donna Grimes, City Recorder, Richard Stoupa, Public Works and Amanda Hespel, Librarian.

The guests in attendance were Katy King representing Humberts Refuse and Kylie McClintock representing Cockburn and McClintock CPA's.

#### The Pledge of Allegiance was recited.

#### The Published Agenda-

- The published Agenda was read by Mayor Alderson.
  - Councilor Rost moved to approve the agenda with Councilor Partida seconding the motion. Motion passed unanimously.

**The Consent Agenda-** Councilor Partida moved to approve the Consent Agenda for the month of March 2023. This includes meeting minutes, the financial statements, and the bills for payment. There was a second by Councilor Rost and the motion passed with all voting in favor.

#### Maintenance Report-

- Addition of a fill station at the Nutrien meter.
  - The cost would be around \$1000.00 taken out of System Improvements.
- Backflow Testing-A Plumber from Union County would test for a price of \$75 per valve which is cheaper than last year's cost.
- Dumpster Days-City wide clean-up with dumpster delivered April 27<sup>th</sup> through May 8, 2023.

#### Administrative Report-

- QuickBooks software renewal is coming up in late April. The Payroll Module is renewed every year but the program itself is upgraded every three years. Intuit is switching to a yearly subscription plan which will happen after May 1, 2023. This year it will cost \$1830.00 to make the changeover to QuickBooks Enterprise Desktop.
  - A spending request has been submitted for \$1830.00 to purchase a one year subscription. A motion to approve the request was made by Councilor Rost and a second came from Councilor Vorhauer. The motion passed unanimously.

### Library Report-

- Spending on Books and Magazines was discussed.

### COUNCIL COMMITTEE REPORTS

Safety Committee Meeting- The Council Meeting was suspended 8:14 p.m. for a safety meeting. Present were staff members Rich Stoupa, Amanda Hespel and Donna Grimes. The Security Cameras/System was discussed. Check again on bid to update server and contact other retailers.

### Administrative Committee-

- The employee evaluation for Public Works is complete.
- Evaluation forms for Recorder and Librarian have been sent out.

Park Committee- Chair Stephanie Partida reported that installation of the water fountain is next on the schedule.

### Street Committee-

- A request was made during the Budget Workshop for an updated vehicle.

### Water Committee-

- Councilor Rost reported that a Capital Project Funding request has been sent on to the Legislature for Well #4 and will need follow up/
- Public Works submitted a funding request for the new water station planned for the location next to the grain elevators which is currently with Nutrien Ag and used by their customers. Any customer needing to fill a water tank would set up an account with the city and get a key and record their water usage so they could be billed monthly.

### Planning Commission-

- Two livestock permit renewals went out in January.
- A development permit was approved for 270 E. Commercial Street for a garage.

Budget- The Audit is complete and Kylie McClintock reported "a clean audit".

- Councilor Rost questioned the auditor on the need to have a Council vote and approve every salary increase. She replied that if the wage scale is voted on and approved by the Council and the Budget appropriations are then made and approved there no need for a vote each time.
- The budget workshop gave councilors, staff and members of the Budget Committee the opportunity to do some strategic planning for possible future projects and set some budget priorities.
  - The consensus of the group was that wages needed to be addressed since the last wage scale was from 2016. In order to stay competitive with other cities and hire and retain good employees, wages need to be competitive. The next question of the group was how to pay for higher wages.

- Options were to raise the permanent tax rate which would require the City to put a ballot measure before the people dissolving the City and reforming under a new tax rate.
- Another option was a voter approved option levy which would have to be renewed every five years.
- Raising water rates could only be used to support water fund salaries.
- **Resolution #23-04-Transfer**
  - Motion to approve the transfer of \$97.07 from Lawyer/Court line item to Office expenses was made by Councilor Rost and seconded by Councilor Partida. Motion failed and will be readdressed at the end of the fiscal year.

**Code Enforcement**-There are no outstanding violations currently. Draft Ordinance #265 is still waiting approval by Doug Olsen, Umatilla County Attorney.

**UNFINISHED BUSINESS**

- **Ordinance Amending #265**- Motion to table by Councilor Rost and seconded by Councilor Vorhauer. Motion carried.
- **Ordinance #269 ATV**- A motion to table was made by Councilor Partida and seconded by Councilor Rost. The motion passed.

**NEW BUSINESS**


**Action Items-**

- Contact Walla Walla Electric again about security cameras.
- Follow up with the County about Livestock Ordinance.

A motion to adjourn was made by Councilor Rost and seconded by Councilor Thompson. The motion passed and the meeting was adjourned at 9:00 p.m.

The next City Council meeting is set for April 10, 2023, at 6:30 p.m.

  
 \_\_\_\_\_ Mayor

  
 \_\_\_\_\_ Recorder