



# City Council Meeting Minutes

March 8, 2021

## *City of Adams*

The meeting was called to order by Mayor Pro Tem Jeff Rost at 6:31 p.m. Councilors Tim Johnson, Kristin Schmidtgall, Graham Alderson, and John Thompson were present. Also attending was Kelly Brady, Public Works, and Donna Grimes City Recorder.

### The Pledge of Allegiance was recited.

### The published agenda was read.

### E-Mail Action Items- Out-of-Session Council Action Items (Actions to be Read into the Record):

- E-mail Council Meeting Minutes for 2/8/2021 motion to approve – NO ACTION
- E-mail Council Motion to transport Road Grader to RDO for repair – UNANIMOUSLY APPROVED
- Electronic Motion to Authorize Gift Card for T. Campbell – UNANIMOUSLY APPROVED
- E-mail Motion of Letter to County Commissioners re: Code Enforcement – UNANIMOUSLY APPROVED
- Electronic approval for release of WMCP to local government for review - APPROVED Water Committee

**The Consent Agenda-**Councilor Alderson moved to approve 2/8/2021 meeting minutes, financial statements, and bills for payment. There was a second by Councilor Thompson and the motion passed with all voting in favor.

**Maintenance Report-**Kelly Brady reported the Little League is planning their opening day for April 17, 2021. Usually “dumpster days” is set for spring and Councilor Rost moved to schedule the dumpsters for April 24-25 at the 215 Wade street lot contingent on weather. Councilor Thompson seconded the motion and it passed unanimously.

### **Administrative Report- No Additions**

**Library Report-** Librarian Stephanie Partida requested permission to book the Border Collies International Show for this summer using funds from Community Outreach. The show would take place sometime in July.

## **COMMITTEE REPORTS**

**Safety Committee Meeting-** The Council meeting was suspended at 6:58 p.m. for a staff safety meeting. Staff present-Kelly Brady and Donna Grimes. The ADA compliant threshold is still a work in progress. The safety meeting was closed and council meeting resumed at 7:03 p.m.

**Administrative Committee-** Kelly Brady met with Employee Supervisor Jeff Rost for her employee evaluation. Evaluations forms for Donna Grimes, City Recorder have been sent out and are due back before April 1, 2021.

- Councilor Rost moved to set the summer help starting date for April 15, 2021. Administrative Chairman Jeff Rost said he would ask Ken Knight if he wished to return, with some stipulations. If he was not interested, then the position would be advertised. Councilor Alderson seconded the motion and it passed unanimously.
  - Councilor Johnson asked if the position could be subject to a monthly review. Councilor Johnson was assigned to assist with monitoring summer help.

**Park Committee-**No Report.

**Street Committee-** With the award of the Small City Grant in the amount of \$100,000.00, a discussion took place as to what the next step should be to get the project moving forward. Councilor Alderson asked if the City would need 'current' engineering submitted. The City will work with Anderson-Perry to get a bid-package put together for the project.

- Councilor Thompson reported that the road grader was in Pendleton at RDO Equipment. The problem may have been related to a brake issue. They will fix the hydraulic and oil leaks as well as the brake.
- Councilor Alderson moved to have Silver Creek Contracting Haul the Road Grader back to Adams when the repairs are complete. Councilor Thompson seconded the motion and all voted in favor.

**Water Committee-** The Water Management Conservation Plan has been sent to Umatilla County for review.

- Councilor Rost reported that meters with 2-inch connections will be tested at least every five-years and that 5-8 of the most aged residential meters will be replaced annually. He asked Kelly Brady to set up a testing and replacement schedule.
- Water Loan Refinance-Councilor Rost said he would welcome any help from fellow Councilors on financing alternatives.
- Councilor Rost moved to table the ALLPAID presentation until next month. Councilor Alderson seconded the motion, and all voted in favor. ALLPAID was a no show

**Planning Commission-**Councilor Johnson reported on the Planning Commission meeting held on March 4, 2021. The scheduled individual did not attend the meeting, so it was short.

- Non-Typical Storage Containers was discussed, and the Commission asked if rules governing these containers could be set using an ordinance as opposed to the Code Book.
  - The City Council agreed this could be done and would consider an ordinance at the next Council Meeting.

## **Budget-**

- Resolution #21-04 Debt Service Fund Closure- Councilor Alderson moved to approve the Resolution #21-04. Councilor Thompson seconded the motion, and all voted in favor.
- Resolution #21-05 Transfers-Councilor Alderson moved to accept Resolution #21-05 transferring \$471.34 from Operating Materials and Supplies to Equipment Maintenance in the Street Fund. Councilor Thompson seconded the motion and it passed unanimously.
- Resolution #21-06 Renewal of Water System Replacement Fund- Councilor Rost moved to accept Resolution #21-06 to renew the Water System Replacement Fund for another ten years-2031. Councilor Thompson seconded the motion and it passed unanimously.
- Resolution #21-07 Renewal for Water Loan Reserve Fund- Councilor Rost moved to table until the next meeting to check on proper wording. The motion was seconded by Councilor Alderson and all voted in favor.
- Budget Priorities-The Budget Committee will be meeting soon so Councilor Rost asked the Council for any areas they might like to see given attention.
  - Park Playground Equipment
  - More Crack sealing for streets
  - Replace grader
  - Replace Public Works vehicle

**NHMP-** The Natural Hazard Mitigation Plan is nearing completion and approval.

**Code Enforcement-** Patrols are still curtailed due to the COVID-19 restrictions. A letter was sent to the County Commissioners and Commission Chair George Murdoch replied.

- Councilor Rost informed the Council of an Ordinance Violation letter that could be sent from the City Council to deal with current violators.
  - Councilor Rost moved to send a letter to 230 Oro Street by 1<sup>st</sup> class mail with a copy sent to Gina Miller of Code Enforcement. Councilor Johnson seconded the motion and it passed unanimously.
  - A letter could also be sent to the Preston Street property near the bridge. Councilors Alderson and Johnson will do a 'walk-by' and compile a list the violations. Councilor Alderson moved and Councilor Johnson seconded the motion and it passed unanimously.
  - 325 Commercial Street has material piled up and some of it is not burnable material. Councilor Rost moved to send the owners a letter. Councilor Johnson seconded the motion and it passed unanimously.

## **UNFINISHED BUSINESS**

- Security Cameras at the Well House
  - Patrick Feller is shopping for cameras.
- Emergency Response Plan-Tabled
- Public Works Position Announcement/Summer Help-Discussed earlier in the meeting under Administrative.
- Mayor Vacancy-Councilor Rost presented two plans to the Council to resolve the issue since no letters of interest have been received.

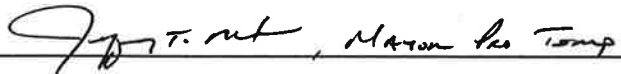
- Plan A-Councilor Rost would resign as Councilor and would agree to serve as Mayor or
- Plan B-With Council approval, Council Rost would continue to serve as Mayor Pro Temp and the Council would post the position of Mayor as 'open until filled'.
  - The Council agreed by consensus that Councilor Rost remain in his position and that the Council continue to operate as currently structured.
- Community Center Restart-Councilor Alderson moved to table.

**NEW BUSINESS**

- Councilor Rost addressed the Council concerning a 'Code of Conduct'.
  - Unless it is a real emergency, no calls after 8:00 p.m.
  - Councilors are not to conduct council business while intoxicated, emotionally impaired, or otherwise compromised in sound decision-making.
  - Councilor allegiance vs. Councilor representation.
- Proposal for Sensor Wire Removal by Wtechlink-They agreed to remove our old sensor wire for \$1500.00. If we would sign a 5-year contract with Wtechlink, they would remove the wire for free.
  - Councilor Alderson moved to decline the offer with Councilor Johnson seconding the motion. Councilors Thompson, Alderson, Johnson and Schmidtgall voted yes. Councilor Rost voted no.
- Request to Waive Late Fees-Jack Edmiston sent a letter to the Council to request that \$80.00 in late fees be waived on his water bill.
  - Councilor Alderson moved to waive the payment of \$80.00 in late fees if the balance forward was paid off within six months with no missed payments including the new charges each month, no new late charges to accrue on balance forward. Councilor Johnson seconded the motion.
    - Councilor Rost amended the motion to state 'payoff \$60.00 in late fees plus balance forward within six months.' Amendment seconded by Councilor Thompson. Councilors Rost, Johnson, Thompson, Schmidtgall voted yes on the motion as amended. Councilor Alderson voted no. Motion passed.
- Oregon Ethics Commission Filing
  - City Recorder, City Councilors and Planning Commission members will be receiving an email invitation to file with the Commission for 2021. The filing period opens on March 15, 2021 and closes on April 15, 2021.

A motion to adjourn was made by Councilor Alderson and seconded by Councilor Thompson. Motion passed and the meeting was adjourned at 9:13 p.m.

The next City Council meeting is set for April 12, 2021 at 6:30 p.m.

  
 \_\_\_\_\_ Mayor

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