



## **City Council Meeting Minutes**

May 9, 2022

### *City of Adams*

The meeting was called to order by Mayor Graham Alderson at 6:35 p.m. Councilors Kristin Schmidtgall, Jeff Rost, Stephanie Partida, Stephen Vorhauer, and John Thompson were present. Also attending was Donna Grimes, City Recorder, Richard Stoupa, Public Works and Amanda Hespel, Librarian. Don Hartley signed in as a guest to discuss his development permit to build a grain storage bin at 307 S. College Street.

#### **The Pledge of Allegiance was recited.**

#### **The published agenda was read.**

- Councilor Rost moved to accept the agenda and the motion was seconded by Councilor Thompson and passed unanimously.

**The Consent Agenda-** Councilor Rost moved to approve the Consent Agenda with Payroll Sick and Vacation Time corrected for the month of April 2022 from 5 hours accrued to .65 hours accrued for former Librarian Stephanie Partida. This 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**

- Rich Stoupa, Public Works director, expressed his desire to have Kelly Brady transition away from training so she could take on the summer help duties which would leave him time to install more water meters.

**Administrative Report-** No additions

**Library Report-** No Additions.

#### **COMMITTEE REPORTS**

**Safety Committee Meeting-** The Council Meeting was suspended at 7:33 p.m. for a safety meeting. Staff members Rich Stoupa, Amanda Hespel and Donna Grimes were present.

- Clearing off the stairs going to the upper-level storage room has been done

- As soon as weather permits, safety stripe will be put down along the Wade Street side of City Hall.

The meeting ended at 7:36 p.m.

#### **Administrative Committee-**

- Councilor/Employee Supervisor Rost reported that he is almost finished with Richard Stoupa: 90-day evaluation.
  - Councilor Rost moved to increase the pay rate for Richard Stoupa by \$100.00 a month starting May 1, 2022, since he has successfully obtained his Public Pesticide Applicator License with the Ornamental & Turf endorsement. Councilor Thompson seconded the motion and it passed unanimously.
- Payout of Accrued Vacation at Separation-
  - Former Librarian Stephanie Partida requested to be paid for her unused vacation which would amount to 41.93 hours.
    - Councilor Rost referred to the current Employee Handbook which states, "Earned vacation must be taken. Employees are not entitled to pay in lieu of taking time off for vacation, and will not be paid for accrued, but unused vacation at the time of termination (regardless of the reason)." Page 15, section III B.
      - The Council discussed all sides of the issue-past practices, the reason for the policy, and if it should be changed. The consensus was that the Council did not want to set precedent and go against the Employee handbook.
        - Councilor Rost moved to follow the policy as written in the adopted Handbook. Councilor Thompson seconded the motion. Motion carried 3-1 with Councilor Rost voting no, Stephanie Partida, abstaining, Councilor Schmidtgal-yes, Councilor Vorhauer-Yes, Councilor Thompson-yes.
    - There will be a Workshop set for October 24, 2022, at 6:30 p.m. to discuss the Employee Handbook

**Park Committee-** A picture frame with three pictures of the park structure with a card signed by the children of Adams and the Council will be presented to the Umatilla County Commissioners for their help in funding the park project.

#### **Street Committee-**

- Dust Control Update-Because of high petroleum prices and supply chain issues the cost to apply dust control will be too expensive. The city will look into putting down gravel and grading the streets, spending around \$3000.00.
- Small City Grants- City should apply for another grant and do some more paving/repairs where needed.

- Sidewalks-The Adams Community Church will be doing sidewalk repairs in front of the church and asked if the city could help.

#### **Water Committee-**

- Draft From Brad Baird on the Well #4 Project-The City will use the information contained to prepare a presentation for our State Senator and State Representative to take to Salem for requesting funds from the Legislature.
- Still waiting on the Certificate of Beneficial Use on Well #3.

#### **Planning Commission**

- Liaison Mayor 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. The Planning Commission voted to approve the Development permit for the house but denied the permit for the grain storage bin in a Residential Zone.
    - Don Hartley appealed the Commission denial to Council.
      - A motion to uphold the Planning Commission denial was made by Councilor Thompson and seconded by Councilor Partida. Motion passed with all voting in favor.
      - Mr. Hartley said there was another piece of property zoned Suburban-Residential where the bin could be placed. This would require a Conditional Use Permit. Mr. Hartley will submit a new permit.

#### **Budget-**

- Resolution #2022-08: Councilor Thompson moved to adopt Resolution #2022-08 which transfers-
  - Administrative-\$661.64 from Code Enforcement to Publishing
  - Street Fund- \$237.35 from Insurance to Equipment Maintenance
  - Water-\$693.03 from Water Quality Monitoring to Contractual Services and \$18,900.52 from Contingency to System Maintenance for pump repair.

The motion was seconded by Councilor Schmidt Gall and passed unanimously.

#### **Code Enforcement-**

- No Report

#### **UNFINISHED BUSINESS**

- **Emergency Response Plan-** A motion to table was made by Councilor Rost and seconded by Councilor Partida. Motion passed with all voting in favor.
- **Community Center Restart-** Councilor Rost moved to table and Councilor Schmidt Gall gave a second. Motion passed unanimously.

- **Eastern Oregon Telecom**- After contact by Mayor Alderson, the franchise payment has still not been received and the trenching on Riley Lane has not been completed.

**New Business**

**Action Items-**

- Finish preparing budget for budget hearing
- Prepare Budgetary transfer resolution
- Resolution to Receive State Revenue Sharing Funds

A motion to adjourn was made by Councilor Thompson and seconded by Councilor Alderson. Motion passed and the meeting was adjourned at 8:55 p.m.

The next City Council meeting is set for June 13, at 6:30 p.m.



Mayor



City Recorder