



City Council Meeting Minutes

August 9, 2021

City of Adams

The meeting was called to order by Mayor Pro Tem Jeff Rost at 6:30 p.m. Councilors Tim Johnson, Kristin Schmidtgall and Graham Alderson were present. Councilor John Thompson was excused. Also attending was Donna Grimes City Recorder and Kelly Brady with Public Works. There were no guests.

The Pledge of Allegiance was recited.

The published agenda was read. Councilor Johnson wants to re-visit the timeline for posting the Public Works job opening under Administration.

The Consent Agenda- Councilor Alderson moved to approve the July 12, 2021, minutes as corrected and the financial statements, bills for payment. There was a second by Councilor Johnson and the motion passed with all voting in favor.

Maintenance Report-

- The ½ ton city truck needs a new catalytic converter. Councilor Johns moved to have the truck repaired approving spending up to \$440.00.
- Councilor Johnson will have Kelly's cell phone while she is on vacation.
- Walla Walla Electric will be coming out again to work on the camera system.
- The street Elm tree located near the old Post Office needs be trimmed or possibly removed. Kelly Brady contacted Garton Trees Service and they charge \$250.00/hr. Councilor Rost moved to authorize the repair/trimming or removal of the Elm tree by Garton Tree Service with Kelly Brady present. Councilor Johnson seconded the motion and it passed with all voting in favor.

Administrative Report- Councilor Alderson moved to approve and accept the Intergovernmental Agreement with Umatilla County Code Enforcement. Councilor Johnson seconded the motion and it passed unanimously.

Library Report- Grants from the Oregon State Library for Teen Services and The Umatilla County Historical Society/Cultural Coalition for craft kits and art supplies have been received. A list of expenditures for the Teen Services grant was included for Council approval as these funds must be spent by August 31, 2021. Councilor Alderson moved to approve the Teen Services spending proposal as submitted. Councilor Johnson seconded the motion, and all voted in favor.

COMMITTEE REPORTS

Safety Committee Meeting- The Council meeting was suspended at 7:07 p.m. for a safety meeting. Staff present were Donna Grimes, City Recorder, Kelly Brady, Public Works. When Gordon's Electric comes out to install the ceiling fan, they will check circuit capacity in the library. With the purchase of new printers and other electronics, we need to make sure we are not overloading the circuits. The meeting was closed at 7:10 p.m.

Administrative Committee-

- Job Announcement for Public Works-At the last Council Meeting it was decided to post the job announcement on October 1st. Councilor Johnson felt this was too late and suggested September 1st would be better by allowing more time if the position is not filled on the first round to go out for a second round of applications. Motion by Councilor Johnson to post the job announcement from September 1 to November 1, 2021. Councilor Alderson seconded the motion and it passed unanimously.

Park Committee-

- Funds have been received from Umatilla County to purchase equipment for the park. A picture of the selected structure is included in the Council packet.
- An updated price quote is expected any day. City recorder will check with CIS Insurance to see if volunteers can be used to set up the play structure will save about \$16,000.00 dollars.

Street Committee- An email from Adam Schmidtgall of Anderson Perry stated they are waiting to hear from Council on how they want to proceed.

- Councilor Alderson moved to bid the entire project right away. Councilor Johnson seconded the motion. Councilors Alderson, Johnson and Schmidtgall voted yes with Councilor Rost abstaining. Motion passed.

Water Committee-

- The WMCP is back at the OWRD for final review.
- GSI was unable to complete the Beneficial Use process because it would have involved changing the settings on the pump. She took the original well test and hoped it would have the information needed.
- Loan refinance- Still Tabled.

Planning Commission-

- The Commission met with Mr. and Mrs. Robert Pratt and discussed their plans to use their property as a wedding venue. They have put in a parking lot at the bottom of the hill where attendees would be shuttled to the wedding site. Concerns about noise were discussed. Since the Pratts live on the property, they assured the Commission this would not be an issue.
- The committee to set up guideline for livestock stocking rates will meet in September.

Budget-

- Resolution #21-17 Grant Funds-Library:
 - Councilor Alderson moved to adopt the resolution accepting the funds from the Oregon State Library and the Umatilla County Historical Society totaling \$3000.00. Councilor Rost seconded the motion and it passed unanimously.
- Resolution #21-18 ARP Corona Virus Relief Funds from DAS
 - Since the funds have not arrived yet Councilor Rost moved to table the resolution until the next Council Meeting. Councilor Johnson seconded the motion. The vote was unanimous.
- Resolution #21-19 Umatilla County Community Investment Funds for Park Equipment
 - Councilor Johnson moved to accept the funds from Umatilla County. Councilor Alderson seconded the motion and it passed unanimously.
- Spending Approval for Library Ceiling Fan and Installation-Councilor Alderson moved to approve the expenditure of \$561.00 for the fan and installation. Councilor Johnson seconded the motion. All voted in favor.
- Spending approval for gravel-Councilor Alderson moved to authorize the expenditure of \$375.00 payable to Hatley Construction for the purchase and delivery of gravel. Councilor Johnson seconded the motion and it passed unanimously.

NHMP- Final plan adoption is waiting on one city to pass the resolution of adoption .

Code Enforcement-The IGA with Umatilla County expired at the end of June 2021. A new IGA has been received for approval. Code enforcement continues to patrol every Thursday. They will be submitting a column for our newsletter every month. The Council would like Code Enforcement to inform the city when violations are cited so when citizens contact city hall, staff has information to answer questions.

- IGA approved earlier in the meeting

UNFINISHED BUSINESS

- **Emergency Response Plan**- Still tabled.
- **Mayor Vacancy**-No letters of interest have been submitted. Still tabled.
- **Community Center Restart**-Still tabled.
- **East Umatilla Fire and Rescue**-Request for reimbursement for the purchase of air filtration units out of the City's ARP Funds still tabled .
- **Ordinance #262**-Adams Public Library
 - Councilor Alderson moved to suspend Council Rules and waive to reading of the entire ordinance. Councilor Schmidtgall seconded the motion and it passed unanimously.
 - Councilor Alderson moved to adopt Ordinance #262. Councilor Johnson seconded the motion. Councilor Rost-yes, Councilor Alderson-yes, Councilor Schmidtgall-yes, Councilor Johnson-yes. Motion passed

NEW BUSINESS

- **Online Payments through QuickBooks Software**
 - Council approved setting up online payments and accepting debit/credit cards through QuickBooks if it proves to be the best option.

Action Items-

- Finish Public Works Job Announcement
- Notify Anderson Perry of Councils decision to proceed with project bid.
- Follow up on Hemp Grow
- Follow up on Security with QuickBooks and online payments policy.

A motion to adjourn was made by Councilor Alderson and seconded by Councilor Schmidtgall. Motion passed and the meeting was adjourned at 7:56 p.m.

The next City Council meeting is set for September 20, 2021, at 6:30 p.m.



Mayor Pro Tem



City Recorder