



## City Council Meeting Minutes

August 10, 2020

### *City of Adams*

Mayor Pro Tem Jeff Rost called the meeting to order at 6:32 pm. Councilors Graham Alderson and Kristin Schmidtgall participated remotely using Zoom to Meeting and Councilors Jeff Rost and Tim Johnson were at the City Hall. Councilor John Thompson was absent. City Recorder Donna Grimes and Kelly Brady from Maintenance were present. Guest Kyle Stangel and Jadon Herron were present representing Anderson Perry and Associates to give updates on the Wildhorse Creek Stabilization Project and the upcoming "1-Stop" meeting which will explore financing options for Well #4.

**The Pledge of Allegiance was recited.**

**The published agenda was read with no changes or additions.**

**Consent Agenda**-Councilor Rost moved to approve and accept the consent agenda with date corrections which includes the 7/13/2020 Council Minutes, financial statements, and bills. The motion was seconded by Councilor Johnson and passed unanimously. It was requested that all Council actions by e-mail be recorded at the beginning of the minutes

#### **E-Mail Action Items**

- Councilor Rost moved to submit the attached letter to the Oregon Water Resource Division immediately to re-notice our WMCP under the new alternate rules. This letter has been reviewed and approved by GSI. Councilor Alderson seconded the motion and voted yes. Councilors Johnson and Schmidtgall also voted yes. Motion passed.
- Councilor Alderson moved to re-open City Hall, Adams Public Library and Adams city parks effective August 21, 2020, according to the guidelines of Phase 1, and vote AYE. Councilor Johnson seconded the motion and voted yes with Councilors Rost and Schmidtgall. Motion passed.

**Maintenance Report**-The new sensor line has been installed by Simtek Controls. There has been a report of off smelling water, so a sample was taken, and it was negative for coliform bacteria and E-coli. Several hydrants in the vicinity have been flushed. The playground area is closed again as the Governor moved Umatilla County back to baseline because of Covid-19. Another round of right-of-way spraying was completed.

- Councilor Rost moved to approve the installation of a water line and self-closing hydrant near the skate park with authorization to spend up to \$800.00. Councilor Alderson seconded the vote and it passed unanimously.

**Administrative Report**-Work is ongoing to update the City's Flood Development Permit and Vacation forms. A resolution will be ready for the next Council Meeting to update fees for

Planning Permits and Services. The requested material has been forwarded to GSI for their work on the WMCP. The names of three additional contractors were forwarded to Anderson Perry so bid packets could be sent out prior to the submission deadline. A request was received for a Business Permit from Steven and Mayra Vorhauer to allow them to sell produce. After a review by ODOT, the processing of the Deed of Dedication for the parcel located at E. Center Street and Old Highway #11 owned by the Partida's is back with LOC Legal. They will complete the deed and forward it to the City.

**Library Report**-The Summer Reading Program is still going strong and story time in the park has continued. The community is continuing to utilize the library services especially with the added hours. Story walks and crafts packs are providing children with activities. The Library Policies were adopted on July 22, 2020 by unanimous vote.

## **COMMITTEE REPORTS**

- **Safety**-Staff is continuing to clean and observe Covid-19 protocols.
- **Administration**-The Library would like to set up browsing appointments as others are doing to allow patrons to use the library while keeping the numbers down. No decision was made, and the Council will wait for more information.
- **Park**-No Report.
- **Streets**-The grant request for the Preston Street Bridge has been submitted and it was deemed a worthy project which will be further investigated and may receive funding. Trenching is also underway by Eastern Oregon Telecom on Sammy Lane and At Preston Street and Main Street to enable installation of fiber optic cable.
- **Water**-Councilor Rost is drafting a letter which will enable the City to withdraw their last WMCP submitted and replace it with the report currently being compiled by GSI. Because of the City's size, we qualify for a different category. They are working on getting clarification on a Certificate of Beneficial Use for Well #3 which should have been issued around 2004. Because of an incident with Kelly Brady's car parked at the Well House, it was suggested that security cameras be investigated for the location.
- **Planning**-A letter of resignation was received from commission member Keith Larsen. Councilor Rost moved to accept the resignation and it was seconded by Councilor Johnson. The Council requested a notice be posted asking for interested candidates to file a letter of interest. All voted in favor.
- **Budget**- No Report
- **Code Enforcement**-Patrols are continuing but at a reduced level due to Covid-19.

## **UNFINISHED BUSINESS**

- **Anderson Perry & Associates**
  - **Wildhorse Creek Stabilization Project Bids**-Two bids were received by the 2:00 pm deadline on August 6, 2020. MiTrac Construction bid \$49,885.00 and Aquatic Contracting, LLC. Bid \$135,263.56.
    - Councilor Rost moved to move forward with the bid from MiTrac Construction of La Grande, Oregon. Councilor Schmidtgall seconded the motion. Councilor Alderson voted yes; Councilor Johnson-yes; Councilor Schmidtgall-yes and Councilor Rost-yes.

- **1-Stop Meeting**-First choice of dates for the meeting is September 18 followed by September 11, 2020. This conference/meeting will determine what financing is available for the City should it decide to add the second well.
- **Small City Allotment Grant**-Reported under Street Committee.
- **Job Descriptions for Mayor and City Councilors**-Councilor Rost moved to table until the next meeting with Councilor Alderson seconding the motion. All voted in favor.
- **City Planner Contract with Carla McLane**-The City received a signed contract from Carla McLane. Councilor Rost moved to accept the signed contract with Councilor Schmidtgal offering a second to the motion. All voted in favor.


**NEW BUSINESS**

- **Bid from Dynamic Computing for Library Computer and Security/Firewall**-Councilor Schmidtgal moved to accept the bid for the Library computer with monitors in the amount of \$1741.12 and the Firewall/Security package for \$320.00 for a total of \$2061.12. Councilor Rost seconded the motion and it passed unanimously.
- **Internet Connection and Phone Service**-Councilor Schmidtgal moved to continue existing service with Wtechlink for the time being and inquire if there are any enhanced services, they can offer in the meantime to increase capabilities at the Library and City Hall. Councilor Rost seconded the motion and all voted in favor.
- **Natural Hazards Mitigation Plan**-The group wanted a two-year IGA with each entity and there would be some cost to the City. Councilor Rost moved to enter an IGA (Intergovernmental Agreement) and Councilor Alderson seconded the motion. All voted in favor.

Councilor Alderson reminded members that employee evaluations are due by August 12, 2020.

The next Council meeting is scheduled for September 14, 2020 at 6:30 pm. The meeting was adjourned at 8:17 p.m.

  
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Mayor Pro Tem

  
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City Recorder