



128 S Main St.
PO Box 445
Condon, OR 97823
P: 541-384-2711
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City of Condon Regular Council Meeting Minutes Wednesday, July 11, 2018 7:00 PM

1. CALL REGULAR MEETING TO ORDER

Mayor Jim Hassing called the meeting to order at 7:01 p.m.

2. ROLL CALL

Present were Mayor Jim Hassing, Councilors Boyd Harris, Michael Cronk, Carol Harrison, Jan Stinchfield, Thomas Fatland and Donald Jamieson - a quorum. Staff present were Chief Dale Scobert, CA Kathryn Greiner and PW Superintendent Gibb Wilins

3. ADDITIONS TO AGENDA

No additions to the agenda

4. PUBLIC COMMENT

4.1. Letter from Kinzua Hills Golf Course

Kinzua Hills Golf Club board of directors submitted a letter apologizing for an email sent by their former director Dennis Wallis to the City of Condon regarding the Condon Golf course and tournaments run by community member Dallas Harsin.

5. CONSENT AGENDA

5.1. Approve the June 6 Budget Hearing & Regular Council Meeting Minutes

Motion made by Councilor Donald Jamieson to approve the budget hearing minutes of June 6, motion seconded by Councilor Tom Fatland. The motion was rescinded by Councilor Jamieson. Motion by Councilor Jamieson to approved the June 6, 2018 Budget Hearing and regular council meeting minutes. The motion was seconded by Councilor Tom Fatland and approved unanimously.

5.2. Review the Accounts Payable from June 11 and 29, 2018

Councilor Jamieson asked about the increase in the telephone bill for the swimming pool. CA Greiner stated that she rotates the monthly cost of the internet to the different departments and the swimming pool paid for it of approximately \$100.

5.3. Review the VISA Bill

No questions on the VISA bill.

5.4. Review the Financial Statements of June 30, 2018

The financial statements were for the fiscal year ending June 30, 2018 and Councilor Fatland stated that the swimming pool expenses were getting close to the \$50,000 a year limit set by Gilliam County. CA Greiner stated that the reimbursement for the pool will subtract pool revenue, and that the agreement with the county states that the annual costs will be reviewed annually. If over \$50,000 after revenue then city will discuss with the county to raise the amount reimbursed.

6. OLD BUSINESS



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6.1. Discuss ROW Fee

CA Greiner stated that Zayo is ready to begin construction and asked the council to make a decision on the Right-of-Way (ROW) fee so the company may begin construction. She explained that the fee for telecommunications/internet has been set based on gross revenues if selling service within the city, but if the company do not have customers in town then the fee must be based on lineal foot or a set rate. Councilor Jamieson suggested \$1.50 per lineal foot. It was discussed that a fee is important due to the work that must be done by the city crew if a utility is located in the city's ROW. **Motion: Councilor Jan Stinchfield moved that the city set \$1.50 per lineal foot for telecommunication or internet services in the City of Condon Right-of-Way. The motion was seconded by Councilor Jamieson and approved unanimously.**

6.2. Housing - Golf Course Development Discussion

The council was presented with five different options of a housing development on city property north of the golf course. Councilor Jamieson asked CA Greiner to get cost estimates for laying the infrastructure to the golf course and to lots. CA Greiner asked if the council wanted to sent this to a committee or discuss with the full council and it was the consensus to discuss with the full council. Mayor Hassing asked if the \$25,000 set aside for the golf course in the budget could be used to put in the sewer line on the golf course, which that is an option to use those funds in that manner. Briefly discussed water pressure near the golf course.

6.3. Police Contract - Gilliam County Sheriff's Office/City of Condon

Gilliam County Sheriff Gary Bettencourt told the council that there were four small changes to the agreement from what they approved at the June 6 council meeting. The hours changed to "an average of 40 hours a week" from 40 hours a week; took out the requirement of "five days a week;" changed the wording of "tickets" to "citations" for ordinance violations and added the sheriff's signature to the agreement. CA Greiner stated that the council had approved the agreement and the motion could be to approve the four changes to ratify the agreement. The total cost of the agreement is approximately \$21,000 a year which is similar to the City of Arlington agreement. Councilor Fatland asked if police were needed and the city had reached their 40 hours would the sheriff's office still respond. Sheriff Bettencourt stated that his office will be available. Sheriff Bettencourt said that all emergency south Gilliam County calls go to him and all north Gilliam County calls go to Sheriff's Deputy John Terland. Gilliam County Sheriff Deputy Tory Flory was also present as he will be assigned to the City of Condon when on duty. Deputy Flory stated that he has 18 years experience in Deschutes county and has experience with policing narcotics, schools and rural areas. Councilor Boyd Harris asked if Flory would have programs available for the school and Flory stated that he can "figure out classes" for what is needed. **Motion: Councilor Stinchfield moved to accept the four modifications to the contract for police services between the City of Condon and Gilliam County. The motion was seconded by Councilor Carol Harrison and approved unanimously.** Sheriff Bettencourt asked how the council would like to receive the monthly information and it was suggested that a verbal report when the Sheriff's office attends the monthly council meeting and written if not available to attend council. Sheriff Bettencourt added that he had given his first ordinance citation for a barking dog that day and is working on some properties for weed abatement. Councilor Stinchfield reminded the council that there will be a meeting to introduce the partnership between the City and County for police services Thursday, August 2, 6 p.m. at the South Gilliam County Emergency Service Building on North Main Street.

6.4. Personnel Discussion

Motion: Councilor Stinchfield moved to approve the recommendation of the Finance Committee for personnel for the 2018-19 fiscal year with 3% raises for employees, \$1 an hour raise up to \$15 per hour for part time employees and the insurance deductible from \$250 to \$500. The motion was seconded by Councilor Fatland and approved unanimously.

Discussion at the last council meeting to raise the pool manager to \$7,800 per season but no vote was taken. **Motion: Councilor Fatland moved to approve \$7,800 for Shellie Johnson as the swimming pool manager for the 2018 season. The motion was seconded by Councilor Harris and approved unanimously.** The lifeguard staff has a salary schedule that was approved for multiple years.

7. NEW BUSINESS



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7.1. Grant Updates - ODOT STIP, Special City Allotment & Safe Routes to Schools

CA Greiner updated the council on open and upcoming grants for the city. The city has two active grants with the Oregon Department of Transportation (ODOT) that will require approximately \$150,000 in match over the next two years. One grant is the Small City Allotment (SCA) for the sidewalk and street on Spring Street from Main to Oregon requiring a city match of \$50,000. The second grant is an ODOT STIP grant for sidewalks to link the South Gilliam County Health Center to the Condon Grade School. The grant documents have been signed contracts and will be a \$545,000 project with a city match of \$100,000. This grant is for the 2018-21 year and CA Greiner does not anticipate construction to be completed until 2020. Two new ODOT grants are available to submit in August with another SCA grant that will be applied to repave East Street from Gilliam to Summit which is front of Condon Grade School. The other ODOT grant is Safe Route to Schools (SRTS) and is in partnership with North Central Education Service District (NCESD), Condon School District, Gilliam County and the city to repair sidewalks on Gilliam street (north side) from Oregon to Main, then Main to Ward Street. Gilliam County and NCESD have been in discussion of sidewalk construction on Gilliam Street from Oregon to Ward Streets. The other sidewalks in the SRTS include Summit Street from Main to Ward (south side near Jamieson & Marshall), Main Street from Columbia Basin Electric Cooperative to Court Street, and Main Street from Spring to Court Street near the Drive-In. The rough estimate of this project will be approximately \$250,000 with a 20% match required. A letter of intent is due the end of August for this grant and full application is due mid-October. Another grant that has not been determined if it will be successful is from the Regional Infrastructure Fund from Business Oregon. This grant is \$100,000 for end point solutions on the fiber project from Arlington to Condon. Award for this grant are expected to be announced in September.

8. STAFF REPORTS

PW Wilkins reported that there were 8.7 million gallons pumped which is an average per previous years. The VFD pumps are having issues at the City Farm and PW Wilkins suggested that new VFDs are budgeted for in the next several years. The modified watering schedule with the pivot this year has extended the watering period and less maintenance on the tires and the pivot getting stuck with over 50" remaining of water to use for irrigation. The crew finished a water project on Church and Spring Streets and installed a flashing speed sign near the park. The crew is working on the water line installation on Spring Street by M&A and suggested that the councilors schedule a water-sewer tour in the Fall.

CA Greiner asked for direction from a request of selling the city-owned seven acres of land south of the old sewer plant. After a brief discussion the council are not interesting in selling this piece of property. She noted that CBEC has submitted a draft IRU and that consultant Adam Haas is comparing to see if the document is similar to the IRU signed with Inland Development. CA Greiner said that the fiber project is moving forward with Inland Development recently contacting her regarding some ROW issues and hopes to move forward with pricing and end point solutions in the next two months.

Chief Scobert stated that the month of June was dealing with tall grass and weeds and he is briefly the Gilliam County Sheriff's office of progress of these cases and the outstanding Reser and Shaw cases. He noted that July 4 went well with minimal to no problems. Chief Scobert worked last month on the police contract and noted that he "feels good about it" and that Sheriff Bettencourt will work hard to make this work. He also thanked the council for the last three years stating this was one of the "best councils" I have worked for and made the job fun. Chief Scobert is retiring this month and was thanked by the council for his time and effort.

9. COUNCIL INFORMATION

9.1. Election Information

9.1. Legal Notice - Election

9.2. Memorial Hall RFP Rough Draft of Documentation



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10. NEXT REGULAR MEETING DATE

Wednesday, August 1, 2018, 7 p.m. City Hall, Council Chambers

11. ADJOURN REGULAR MEETING

Meeting was adjourned at 8:12 p.m.

Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator