



128 S Main St.
PO Box 445
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City of Condon Regular Council Meeting Minutes Wednesday, August 1, 2018 7:00 PM

1. CALL REGULAR MEETING TO ORDER

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

2. ROLL CALL

Present: Mayor Jim Hassing, Councilors Boyd Harris, Michael Cronk, Carol Harrison, Jan Stinchfield, Tom Fatland and Donald Jamieson; Staff: Kathryn Greiner, City Administrator; Gibb Wilkins, Public Works Superintendent

3. ADDITIONS TO AGENDA

Additions to the agenda was in Consent Agenda was the un-reconciled July 31, 2018 Financial Statements and in Old Business a Housing update.

4. PUBLIC COMMENT

None

5. CONSENT AGENDA

5.1. Minutes of the July 11, 2018 Regular Council Meeting

Councilor Fatland noted that in the motion of the right-of-way fee is needed "annually" to the \$1.50 per lineal foot and that in PW Wilkins staff report he said that Well #1 at City Farm was dry. **Motion: Councilor Jan Stinchfield moved to approve the July 11, 2018 minutes as amended. The motion was seconded by Councilor Boyd Harris and approved unanimously.**

5.2. AP of July 17, 2018 - Water Improvement Project from 2017-18

Councilor Fatland asked if the charges were for materials only in the check to Ferguson and PW Wilkins said that was correct.

5.3. Accounts Payable July 2018

Councilor Carol Harrison asked what was purchased at WinSupply for the golf course and was told it was for sprinkler system parts.

5.4. Addition - Un-reconciled Financial Statements of July 31, 2018

CA Greiner explained that the financial statements are not final until the bank accounts have been reconciled. She will send out un-reconciled financial statements then post the reconciled statements when the bank statements have been completed.

6. OLD BUSINESS



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6.1. Fiber Project Update

CA Greiner said that James, Crooker of Zayo had an issue with the price set at lineal foot (LF) for use of the ROW and asked the council to revisit their decision. Crooker's email stated Zayo's concerns were an annual fee and their goal was to have a one time fee like they pay in other markets. Crooker cited Wasco, Boardman and Umatilla where this was used. CA Greiner sent back an email stating that through the city's research with the League of Oregon Cities and through the city managers listserve, that LF is used by several cities including Maupin, Jefferson and Myrtle Point. The options that CA Greiner wrote back to Crooker included a different annual LF rate, to have set years for the one time fee and not indefinite, agreement to cover the extra fees if necessary for work in the ROW with their fiber line, set aside broadband for the City of Condon's use in emergencies as a redundant path, and noting that if they begin to sell services within city limits that it would switch to a percentage of gross revenues.

Councilor Jamieson stated that he was not in favor of a one time fee and negotiate an annual rate. Councilors Stinchfield and Fatland indicated that the redundancy would be an asset to our line that is going in. Consensus of the council was to email Crooker back and relay the options that were sent by CA Greiner and to stress the need for redundant system.

CA Greiner reported that she had a conversation with consultant Adam Haas regarding the city's fiber project from Arlington to Condon and Inland Development would like to have the line completed by January 1, 2019. Haas has also been in conversation with Arlington TV Cooperative about location of the north end Point of Presence (POP) in a carrier neutral facility. CA Greiner will attend the Arlington TV cooperative meeting with Haas next Tuesday. The facility at the south end is being discussed with Columbia Basin Electric Cooperative (CBEC) near the substation on the corner of Cottonwood and Main Street/Brown Lane. CBEC has submitted a draft IRU for dark fiber and that document is with Mark Tricherco, telecom attorney for review and expected back in the next two weeks.

6.2. Addition - Housing Update

CA Greiner presented the council with an email from Engineer of Record David Wildman that laid out rough estimates to get water and sewer to the proposed subdivision north of the golf course. Mayor Hassing stated that at the recent Oregon Mayor's Association conference, he spoke with a representative of Sen. Merkley's office that there may be some block grants for the housing project. CA Greiner has sent an email to the regional Business Oregon representative Courtney Crowell to inquire of the grant opportunities. Councilor Jamieson asked if the city's Public Works crew would be available to install the sewer line. PW Wilkins said that they may be able to do it if the weather cooperates and CA Greiner stated that new sewer lines in the past have been done by a contractor and must be engineered. The replacement of any lines has been done by the PW crew. Councilor Jamieson asked for price differences between the different options of the lots to see if it was more economical to do one plan over another.

7. NEW BUSINESS

7.1. Natural Hazard Mitigation Plan - Chris Fitzsimmons Gilliam County Sheriff Office

Chris Fitzsimmons of the Gilliam County Sheriff Office and Nicolie Mehrling, planning contractor and RARE student, presented the council with Gilliam County and City of Condon Natural Hazard Mitigation Plan. The plan must be reviewed and approved every five years in conjunction with FEMA and the Oregon Emergency Management Agency. Mehrling and Fitzsimmons met with PW Wilkins and CA Greiner to discuss potential hazards within Condon basing the score of each on how many people it would affect and property damage. The plan is necessary to apply and possibly receive grants from FEMA. The City has the highest score of damage due to a winter storm than any other. Fitzsimmons discussed the wildfire possibilities and it was noted that during the last large fire it was determined that for the most part Condon has appropriate defensible space surrounding the city. Councilor Harris inquired in the recent wildfires would adversely effect any funding available and Fitzsimmons replied that it is from different sources. Mehrling noted that hazards that rise to the top of the list are due to repetitive losses and Condon is fortunate to not have such losses. The plan is to set mitigation factors that will minimize natural events consequences. Fitzsimmons stated that the plan has been reviewed by Gilliam County, then will be reviewed by City of Arlington next week but has been submitted to FEMA for review. Once it has been approved by FEMA it will come back to the city to approve which could take 3-6 months.



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7.2. OLCC License Renewals - B&C Grocery, Condon Food Mart, Elks Lodge #1869 Condon, Murray's Condon Pharmacy, The Historic Hotel Condon, The Round-Up Bar & Kitchen and Two Boys Meat & Groceries

Mayor Hassing noted that B&C Grocery had contacted the city to state they would not need their license approved this year. **A motion was made by Councilor Jamieson to approved the OLCC licenses for Condon Food Mark, Elks Lodge #1869 Condon, Murray's Condon Pharmacy, The Historic Hotel Condon, The Round-Up Bar & Kitchen and Two Boys Meat & Groceries. The motion was seconded by Councilor Fatland and approved unanimously.**

7.3. Resolution 2019-01 - A Resolution to Apply for ODOT Special City Allotment Grant 2018

A motion was made by Councilor Fatland to approve Resolution 2019-01 - A Resolution to approved ODOT Special City Allotment Grant. The motion was seconded by Councilor Harris and approved unanimously. CA Greiner noted that the grant was submitted Tuesday, July 31 for East Street between Gilliam and Summit Streets for \$100,000.

8. STAFF REPORTS

8.1. Public Works

PW Wilkins said that 11.9 million gallons were pumped in July which is about average for this time of year. The crew is still having issues with the VFD at City Farm and may need to replace it at a cost of \$25,000. He asked for guidance in a water conservation conversation with the large users as several of them are seen to be watering in the middle of the day were evaporation is at its peak. The council is supportive of PW to talk to the biggest users to educate them and alert them to the fact that overuse may cause the city to shut their water off and asked to add this item to the retreat agenda. He said that lagoon number 2 had been drained and weeded and that the project on Spring Street is progressing slowly due to the rock.

8.2. Administration

CA Greiner reported that the person that asked to purchase the city property near the sewer plant asked to lease it and the consensus of the council is not to lease it at this time. She reported that a letter had been received from Waste Connections from DEQ that the recycle material market is still uncertain so they have extended the deadline to put recyclable in the landfill from August 1 to October 1. CA Greiner anticipates it will continue to be extended. She gave an update on the ODOT Safe Routes to School Grant and it appears that the requirements may not fit the city of Condon's project. She will still submit a letter of intent by the end of August as jurisdictions may have the same issues.

8.3. Police

Sheriff Gary Bettencourt asked the council about the city's police vehicles. CA Greiner reported that both vehicles had some years on them and they were worth minimal and if a need did arise their for another car, there are departments that have them available. Sheriff Bettencourt stated that the county purchased the speed sign and would trade that to the city for the Trailblazer but the council was not concerned about having to trade. **A motion was made by Councilor Jamieson to sign the two police vehicles over to the Gilliam County Sheriff's office. The motion was seconded by Councilor Stinchfield and approved unanimously.**

Sheriff Bettencourt added that he has issues three tickets regarding dogs and is working on two weed complaints. They briefly discussed reports from the Sheriff's office for council packets with Chris Fitzsimmons said that she would send them to CA Greiner when complete then they will be added to the council packet for the next month. A representative of the GCSO will attend meetings to give a verbal report unless there is a conflict with schedules.

8.4. Mayor/Council

Mayor Hassing stated that he had recently attended the Oregon Mayors Association conference and said that the City of Condon is in a lot better shape than other cities. He stated that others may not have financial reports, retreats or goals and that he felt his council was well informed. He mentioned that talking with a representative of Business Oregon that there may be block grants available and CA Greiner will look into their availability. Mayor Hassing felt like it was worth his time to attend the conference.



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9. COUNCIL INFORMATION

9.1. Gilliam County & City of Condon Community Gathering - Police

10. NEXT REGULAR MEETING DATE

Next meeting of the Condon City Council is scheduled for Wednesday, September 5, 2018, 7 p.m.

11. ADJOURN REGULAR MEETING

Meeting was adjourned at 8:19 p.m.

Jim Hassing, Mayor

Date _____

ATTEST: _____
Kathryn Greiner City Administrator

Date _____