128 S Main St.
PO Box 445
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City of Condon
Regular Council Meeting Minutes
Wednesday, January 9, 2019
7:00 PM

1. CALL REGULAR MEETING TO ORDER

The meeting was called to order by Mayor Jim Hassing at 7:01 p.m.

2. OATH OF OFFICE - MAYOR JIM HASSING, COUNCILOR DAWN PARM & COUNCILOR BRIAN BARNETT

The oath of office to Mayor Hassing was administered by Council President Donald Jamieson. The oath of office to Councilors Brian Barnett, Michael Cronk and Dawn Parm was administered by Mayor Hassing.

3. ROLL CALL

Roll call was completed and a quorum was noted.

4. ADDITIONS TO AGENDA

One addition to the agenda was 8.11 - Mayor's Annual Report.

5. PUBLIC COMMENT

5.1. The Council may hear discussion of unannounced items from the floor and the comments on the agenda items. Comments are limited to five (5) minutes.

No public comment

6. CONSENT AGENDA

6.1. Approve the December 5, 2018 Regular Council Meeting Minutes

Motion was made by Councilor Jan Stinchfield to approve the December 5, 2018 regular council meeting minutes. The motion was seconded by Councilor Jamieson and approved unanimously.

6.2. Review Accounts Payable December 11 & 13, 2018

No questions on the accounts payable.

6.3. Review VISA Statements

No questions on the VISA statements.

6.4. Financial Statements Ending December 31, 2018

No questions on the December 31, 2018 financial statements.

7. OLD BUSINESS

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7.1. Columbia Basin Electric Cooperative Fiber Agreement - Tom Wolff, CEO; City of Condon Consultant Adam Haas & Telecom Attorney Alan Galloway

Councilor Jamieson stated that he, Councilor Stinchfield, CA Greiner and fiber consultant Adam Haas met with Columbia Basin Electric Cooperative (CBEC) fiber committee members earlier in the day to discuss items still needed to execute the fiber agreement. City telecom Attorney Alan Galloway has asked for additional items to be added to the agreement. Councilor Jamieson added that they hope to finish the agreement by February 1 and they do not anticipate any stumbling blocks. Councilor Stinchfield stated that it was a smart move to meet with CBEC to discuss details of the agreement. Councilor Jamieson also stated that CBEC is working with the City of Fossil to provide fiber optics to their city. The agreement was tabled.

8. NEW BUSINESS

8.1. 2017-18 Audit Presentation - Kori Sarrett, CPA of Accuity CPA

Kori Sarrett, CPA of Accuity, CPAs teleconferenced the 2017-18 audit review and stated that she only had "good news." She stated that the records were all in order which included budget and public contracting. She said that there were two audit adjustments which were to property taxes and the Gilliam County infrastructure grant which CA Greiner does not have that information to make herself. Sarrett said that the city will continue to have the audit finding that it lacks internal controls, but that the council is receiving the reports to maintain their oversight. She said that the audit concluded that there were no concerns.

8.2. Second Reading Ordinance 2019-02 - An Ordinance Amending Chapter 32.06 - Streets, Sewer and Water Improvement and Services

A motion by Councilor Stinchfield to have the second reading of Ordinance 2019-02 by title only. The motion was seconded by Councilor Jamieson and roll call of yes by Councilors Brian Barnett, Michael Cronk, Dawn Parm, Stinchfield and Jamieson. Councilor Tom Fatland was absent. Motion passed.

CA Greiner read "Ordinance 2019-02 - An Ordinance Amending Chapter 32.06 - Streets, Sewer and Water Improvements and Services, Repealing Ordinance 2010-01 - Streets, Sewer and Water Improvements. Liens."

A motion was made by Councilor Stinchfield to approve the second reading of Ordinance 2019-01 by title only. The motion was seconded by Councilor Parm, and roll call of yes by Councilors Brian Barnett, Michael Cronk, Dawn Parm, Stinchfield and Jamieson. Councilor Tom Fatland was absent. Motion passed.

8.3. Discuss City of Condon & Gilliam County Municipal/Justice Court Intergovernmental Agreement

The agreement has not been brought to the Gilliam County court so it was tabled.

8.4. Appoint Council to Committees for 2019

Mayor Hassing, who sits on all committees appointed the councilors to the following committees: Public Safety - Councilors Fatland and Barnett; Personnel - Councilor Cronk & Barnett; Park & Recreation - Councilors Parm and Fatland; Public Works - Councilors Cronk & Jamieson; Finance - Councilors Parm & Stinchfield; Fiber - Councilors Stinchfield and Jamieson; Gilliam County Judge Elizabeth Farrar, Rita Rattray and Dale Scobert.

8.5. Appoint Budget Officer - Kathryn Greiner

Mayor Appointed CA Kathryn Greiner as the City's budget officer.

8.6. Appoint Budget Committee Members - Dan Schott, Garnett Bettencourt, Stephanie Carter & Cheryl Baker

Mayor Hassing appointed Dan Schott, Garnett Bettnecourt, Stephanie Carter and Cheryl Baker to the City of Condon's budget committee for a 2 year term.

8.7. Designate Newspaper of Record - The Times-Journal

Mayor Hassing designated The Times-Journal as the City of Condon's Newspaper of Record.

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8.8. Designate City of Condon Depositories - Bank of Eastern Oregon & Oregon State Local Government Investment Pool

Mayor Hassing designated the Bank of Eastern Oregon and the Oregon STate Local Government Investment Pool as the City of Condon's depositories.

8.9. Designate Consulting Engineer of Record - David Wildman PE, Anderson, Perry & Associates

Mayor Hassing designated David Wildman PE, Anderson, Perry & Associates as the City of Condon's engineer of record.

8.10. Review & Approve City & Budget Calendar

A motion was made by Councilor Jamieson to approve the City's of Condon's 2019-20 budget calendar and the 2019 City calendar. The motion was seconded by Councilor Parm and approved unanimously.

8.11. ** Addition ** Mayor Jim Hassings Annual Report

Mayor Hassing read through his annual report thanking staff and noting accomplishments.

9. STAFF REPORTS

9.1. Public Works - Superintendent Gibb Wilkins

PW Wilkins stated that 2 million gallons were pumped in December which is about the average for that month. The PW staff has finished the vehicle maintenance and the golf course reels have been taken to Portland for maintenance. Councilor Cronk asked about the gopher holes on the course and that it may damage the mowers. PW Wilkins stated that they have fixed a drainage problem on the east side of the Memorial Hall and that Anderson, Perry & Associates have started the surveying for the water/sewer project at the Fairway Housing project. The lot leased by Home Telephone by the city shop has been cleaned up and the county road department has been asked to move any equipment over by the cell tower to clean the area clean.

9.2. Administration - City Administrator Kathryn Greiner

CA Greiner reported that the council retreat is scheduled to be February 1 and a water tour will be at 11 a.m., then noon lunch and retreat. The Memorial Hall project has been put on hold due to issues at the building code level. The grid system for lowering the ceiling in a commercial building is requiring a site plan review that has to be done in Salem and will take 6-8 weeks. The project was stopped on December 20. Rep. Greg Smith was in Condon today and had a private meeting. to discuss housing and broadband funding and issues.

9.3. Police - Gilliam County Sheriff Gary Bettencourt

Gilliam County Sheriff Gary Bettencourt reported the 2018 statistics that showed increases in DUI arrests, forgery and fraud, probation violations harassment and menacing, stolen vehicles and city ordinance violations. Decreases in 2018 were theft, traffic, sex abuse and zero rape cases. He added that he had stopped several people running the stop sign by the Condon Day Care. PW Wilkins stated that he had not downloaded the data from the flashing speed sign, but Sheriff Bettencourt said that speeds had decreased from his observation in that area.

10. COUNCIL INFORMATION

10.1. City Council Retreat & Goal Session - Friday, February 1, 2018 -- 11 a.m. Water/Sewer Tour & Meeting 12 Noon

10.2. *East Oregonian* Article on Rural Funding

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11. NEXT REGULAR MEETING DATE

11.1. Next Regular meeting is Wednesday, February 6, 2018, 7 p.m. at Condon City Hall.

12. ADJOURN REGULAR MEETING

Meeting was adjourned at 7:50 p.m.

_____Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator