



128 S Main St.
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City of Condon Regular Council Meeting Minutes Wednesday, April 3, 2019 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 Dawn Parm, Michael Cronk, Brian Barnett, Jan Stinchfield, Tom Fatland and Donald Jamieson. Staff: CA Kathryn Greiner, PW Gibb Wilkins and Gilliam County Sheriff Gary Bettencourt

3. ADDITIONS TO AGENDA

None

4. PUBLIC COMMENT

- 4.1. The council will hear unannounced matters from the floor and comments on the agenda items. Comments are limited to five (5) minutes.**

None

5. CONSENT AGENDA

- 5.1. Approve the March 6, 2019 Regular Condon City Council minutes**

Motion by Councilor Stinchfield to approve the March 6, 2019 regular City Council meeting minutes. The motion was seconded by Councilor Cronk and approved unanimously.

- 5.2. Review Accounts Payable for March 2019**

Councilor Jamieson asked about a \$10,000 and \$200 check for golf and was told by PW Wilkins that it was for repairs the golf course mowers and smaller check for flags and tee markers. He added that it was backlog maintenance and he does not anticipate next year having such a large cost.

- 5.3. Review VISA Statements**

No questions on the VISA statements.

6. OLD BUSINESS

- 6.1. CBEC Agreement & Fiber Committee Update**

CA Greiner noted that the minutes from the Fiber Committee had been attached to the agenda. Councilor Jamieson stated that the city is still in negotiations with Columbia Basin Electric Cooperative (CBEC). Councilor Stinchfield said that the city consultant Adam Haas was to meet with CBEC to discuss "iron out the final points." CA Greiner noted that they are scheduled to meet this Friday over the internet. Councilor Jamieson stated that if an agreement could not be reached with CBEC that another possibility is to partner with Gilliam County to build a shelter but added that it would not be efficient to have to huts in Condon. It was noted that the fiber project should be completed by July 1, 2019.



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6.2. Memorial Hall Acoustic Project Update

CA Greiner reported that all of the lights have been received and are waiting for the electrician to install. The project is anticipated to be completed by no later than June 1, 2019.

7. NEW BUSINESS

7.1. Ordinance 2019-03 - An Ordinance Amending the Transient Tax for Clarification of Intermediary Companies

CA Greiner stated that due to the recent conversation regarding the transient tax and third party intermediaries doing the bookings, she received information from League of Oregon Cities that required a modification to the transient tax ordinance. The draft amendment to the ordinance was written by city attorney Wyatt Baum and CA Greiner recommended that they council declare an emergency and have both readings this evening. The only changes were to add definitions to include intermediaries (such as Airbnb and VBRO) and make it 30 days instead of 45 days as the length of time before the transient tax was waived.

A motion was made by Councilor Fatland to have first reading of Ordinance 2019-03 by title only. The motion was seconded by Councilor Stinchfield. Roll call vote - Yes - Councilors Parm, Cronk, Barnett, Stinchfield, Fatland and Jamieson - motion passed.

CA Greiner reads City of Condon Ordinance number 2019-03 - An Ordinance of the City of Condon Amending Chapters 112 The Condon Municipal Code.

A motion was made by Councilor Fatland to approve the first reading of Ordinance 2019-03 by title only. The motion was seconded by Councilor Stinchfield. Roll call vote - Yes - Councilors Parm, Cronk, Barnett, Stinchfield, Fatland and Jamieson - motion passed.

A motion was made by Councilor Fatland to have second reading of Ordinance 2019-03 by title only. The motion was seconded by Councilor Stinchfield. Roll call vote - Yes - Councilors Parm, Cronk, Barnett, Stinchfield, Fatland and Jamieson - motion passed.

CA Greiner reads City of Condon Ordinance number 2019-03 - An Ordinance of the City of Condon Amending Chapters 112 The Condon Municipal Code.

A motion was made by Councilor Fatland to approve the second reading of Ordinance 2019-03 by title only. The motion was seconded by Councilor Jamieson. Roll call vote - Yes - Councilors Parm, Cronk, Barnett, Stinchfield, Fatland and Jamieson - motion passed.

Ordinance 2019-03 will take effect in 30 days.

7.2. Approve Response Letter to the Oregon Division of Audits

The council was presented with a letter that is now required by the Oregon State Division of Audits to address any deficiencies noted in the audit. City of Condon was noted to lack segregation of duties so a plan must be submitted how you will address the issue.

A motion was made by Councilor Stinchfield to approve the letter to Amy Dale, Oregon Secretary of State Audits Division. The motion was seconded by Councilor Parm and approved unanimously



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7.3. Discuss and Plan for Review & Revision of the Broadband Strategic Plan

CA Greiner stated that at the Fiber Committee meeting they discussed moving forward with the review of the city's strategic broadband plan and who is being asked to participate. The committee has asked and received confirmation to participate from NCESD Superintendent Penny Grotting for education, Rita Rattray of rural and business, Judge Elizabeth Farrar of Gilliam County, Lori Anderson for business and will continue with Councilors Stinchfield and Jamieson. CA Greiner will ask for representation from Condon Schools and South Gilliam County Health clinic to join the review committee. The first meeting will be scheduled in May after budget cycle for the local organizations.

8. STAFF REPORTS

8.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins reported that 2.2 million gallons of drinking water was pumped in March and with the snow melt some of the residents have noted some cloudiness to the water. Booster pump #2 had an electrical event that caused it to have mechanical failure so it is currently in the shop being diagnosed. The new Variable Frequency Drive (VFD) has been installed. The first draft of the new wastewater permit has been received which expired in 2016. The permit expands the testing requirements that will double during the month for BOD solids and during irrigation E.coli must be tested every week. PW Wilkins is going to ask what triggered the extra tests. Public comment will be open on this and it may be a time to explain the hardship of additional testing when the lab is a 2-hour drive from Condon. PW Wilkins is also looking to draft the reclaimed water plan as it does not need an engineer's stamp and may get assistance from DEQ personnel. Kerr Contractors were going to do the paving of the streets that were put out to bid in mid-summer but schedule change has them wanting to do the work near the end of April. Kerr is going to supply an estimate if they do the prep work and make this a change order since the crew does not have the time to get it prepared for paving. The excavator is in the shop to repair a broken seal and public works staff will complete their continuing education hours after this week. Staff hired for the park season is Rick Shaffer and golf course attendant is Chuck Ackerman who started this week. Councilor Cronk noticed that some streets were falling apart, especially on Second Street. PW Wilkins stated that he noticed some issues and was looking into purchasing a small roller so the crew could make minor street repairs.

8.2. Administration - City Administrator Kathryn Greiner

CA Greiner said that she has asked that PW Wilkins be appointed and attend the Lower John Day Area Commission on Transportation instead of her and pointed out that she will now be a board member of the Greater Eastern Oregon Development Corporation. She feels that it is important to have representation on these boards for funding and other connections. She said that she was shown a video by Lori Anderson regarding downtown revitalization and housing and hoped to have some of the council watch it as it was encouraging for small towns. She recently attended a public meeting regarding the city/county grant of Economic Opportunity Analysis that focuses on commercial and industrial land in and near Condon. The consultants for the grant have stated that there appears to be adequate land available and the potential employment opportunities could be in value added agriculture, value added waste (recycling), tourism and specialty construction (ie plumbing). CA Greiner said that Carrie Pipinich of Mid Columbia Economic Development Department has contacted her and several others about hosting a broadband forum that shows entities what broadband can do for their businesses. She said that it will be similar to what the city hosted last May and it coincides with the city's strategic broadband plan of education the use of broadband. Beginning stages, but is tentatively scheduled for the end of September.

8.3. Police - Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt stated that it had been a slow month with nothing unusual being reported and that with the growing season approaching his crew will begin looking at the lots that need to be mowed. Mayor Hassing asked if they had any success with apprehending the people that broke in to Country Flowers last month. Sheriff Bettencourt responded that they had some information of who may have done it but no evidence for an arrest.

9. COUNCIL INFORMATION



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9.1. DEQ Recycling Letter

9.2. Budget Committee Meeting April 22, 2019

9.3. Thank you letter from Cindy Osterlund for Children's Missoula Theatre Support

9.4. Letter of Support of Frontier Regional 911

9.5. Barbara Anderson Transient Tax Letter

10. NEXT REGULAR MEETING DATE

10.1. Next regular Condon City Council is Wednesday, May 1, 2019, 7 p.m. at Condon City Hall.

11. ADJOURN REGULAR MEETING

The meeting was adjourned at 7:35 p.m.

Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator