



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, May 1, 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, Jan Stinchfield, Tom Fatland, Donald Jamieson; City Administrator Kathryn Greiner, Public Works Superintendent Gibb Wilkins and contractor Gilliam County Sheriff Gary Bettencourt

Absent: Councilor Brian Barnett

3. ADDITIONS TO AGENDA

- 3.1. **** 7.1 - Review & Approve Gilliam County SWCD Park Plan**
 **** 9.2 - Condon School District Final Report on 2018-19 Music & Art Grant**

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. **Review & Approve the April 3, 2019 City Council Regular Meeting Minutes**

A motion was made by Councilor Stinchfield to approve the April 3, 2019 regular council minutes. The motion was seconded by Councilor Tom Fatland and approved unanimously.

- 5.2. **Review April 10 Accounts Payable**

No comments on the review.

- 5.3. **Review VISA Statements**

Councilor Jamieson asked about the VISA charges to Amazon and it was determined that the VISA bills will be available for review at the meetings.



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5.4. Approve for Payment to Kerr Construction for Paving Project

PW Wilkins explained that the invoice from Kerr Contractors for paving increased by \$10,000 by a change order to do the prep work and grinding the streets, plus they used more asphalt than anticipated on the project. The total invoice was \$134,262.

A motion was made by Councilor Fatland to approve the Kerr Contracting invoice of \$134,262. The motion was seconded by Councilor Cronk and approved unanimously.

6. OLD BUSINESS

6.1. Update on Fiber Project - Adam Haas

Fiber consultant Adam Haas submitted a written project report on the fiber line constructed by Inland Development Corporation. Councilor Stinchfield asked if the costs of Haas will be completed with this project, and CA Greiner stated that is the council's decision if he is needed after that point.

6.2. Memorial Hall Acoustic Project Update

CA Greiner stated that the electricians are installing the light fixtures, and although there have been setbacks in the schedule, she anticipates a mid-May completion. She invited the council to walk through any time as the project has been successful in limiting the echoes and the next step is to have it wired for use of technology.

6.3. Update on Broadband Strategic Plan Group

CA Greiner is looking at dates to have the first meeting of the strategic broadband review committee in mid-May. She will email out the dates later this week. Current members that have committed to being on the review is Tasha Terland, Shannon Coppock, Penny Grotting, Nichole Schott, Heather Devine; Mayor Hassing, Councilors Stinchfield and Jamieson, Rita Rattray and Gilliam County Judge Elizabeth Farrar.

7. NEW BUSINESS

7.1. ** Addition - Review & Approve Gilliam County SWCD Park Plan

Norie Wright, Office Manager of the Gilliam County Soil and Water Conservation District (SWCD) presented a plan for a park on their property at 234 S. Main Street which included flower beds with native plants, paver area and grass lawn. Wright stated that they wanted a low maintenance plan for their community space which will also include education materials on plaques and kiosk. The area will be used as a gathering place and will include picnic tables and an anticipated July 4 completion date. Wright said that the project is being paid for by grants and their staff will maintain it. CA Greiner explained that without a planning commission at this time, this historical district review must be completed by the council.

A motion was made by Councilor Fatland to approve the submitted plan for park by the Gilliam County SWCD in front of their building on Main Street. The motion was seconded by Councilor Stinchfield and approved unanimously.

Councilor Jamieson asked about the current driveway apron on the sidewalk along Main Street that would enter into the park and if that is going to be repaired with a curb. Wright said that they will work to make that fix and may also install a sidewalk on the south side of the park in the future.



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7.2. Discuss CBEC Fiber Project Options

City received an email from CBEC CEO Tom Wolff proposing different terms and issues than the Memorandum of Understanding signed by both entities in November 2018, which would start the negotiations for fiber and shelter from scratch. Councilor Fatland asked for clarification of the original fiber agreement that the two entities were partner owning the same rights, but investment of the city does not give the same rights to CBEC. CA Greiner stated that the original discussion between the city and CBEC was that there would be a non-recurring cost (NRC) and a monthly recurring cost (MRC) for CBEC to obtain the fiber use. It was then discussed and agreed in the MOU that CBEC lease 8 pair dark fiber with an MRC of \$2,000 a month and in exchange for the NRC CBEC would build an open access/carrier neutral shelter which would allow the city to use at no cost. The email provided by Wolff detailed different terms than the MOU so it was necessary to rescind it.

A motion was made by Councilor Jamieson to rescind MOU with CBEC contingent on CBEC rescinding the MOU. The motion was seconded by Councilor Parm and approved unanimously. A short discussion if CBEC chooses not to rescind their MOU how to proceed, and Councilor Jamieson said that he is not concerned because if they do not rescind then it would indicate that means they will stay with the same conditions in the MOU.

CA Greiner distributed a list of tasks for the council to prioritize with moving forward with the fiber project. The list was prioritized as follows - 1 - work on intergovernmental agreement (IGA) with Gilliam County; 2 - meet with Q-Life for information gathering of operating the system/business; 3 - create a rate card for the dark fiber; 4 - draft customer lease agreements; 5 - start discussion with potential customers; 6 - shelter solution in Condon; 7 - Shelter solution in Arlington.

As the number one priority of an IGA the council directed this to be completed by city counsel Wyatt Baum. Gilliam County Judge Elizabeth Farrar was present and stated that she has been given permission to start negotiations on an IGA with the city and suggested that maybe there is one company that can manage the fiber business for both entities. CA Greiner stated that an information gathering meeting with Q-Life is scheduled for next week and possibly see if their agreement may have some pointers on what to put into the IGA. A list of items will be complied by Judge Farrar and CA Greiner and brought to the council.

The council received a rate summary for dark fiber complied by Haas that they will discuss at a later fiber committee meeting to start to set rates. A brief discussion was held regarding where the fiber would end without a shelter agreement in place and Councilor Jamieson suggested talking to a telecom engineer so get some solutions.

7.3. Rescind Memorandum of Understanding with Columbia Basin Electric Cooperative for Fiber Project

This motion was made in the prior discussion of the fiber project.

7.4. Appoint Cody Bettencourt to City of Condon Planning Commission

Mayor Hassing appointed Cody Bettencourt to the City of Condon Planning Commission.

7.5. Discuss and Approve Bike Racks from Condon Chamber of Commerce

Condon Chamber of Commerce submitted a plan for an artistic bike rack of a metal cowboy figure with a lasso that would be placed by Murray's Pharmacy on the existing cement pad. Judge Farrar is working on this project and stated that it is a dual purpose of bike rack - art installation. They anticipate asking to put another one near the library which will be a different design.

A motion was made by Councilor Fatland to approve the bike rack as presented by the Condon Chamber of Commerce on the condition that it fits on the existing concrete slab. The motion was seconded by Councilor Jamieson and approved unanimously.

7.6. Review & Approve Right of Way Application of Inland Development

A motion was made by Councilor Jamieson to approve the Inland Development right of way application in the City of Condon. The motion was seconded by Councilor Stinchfield and approved unanimously.



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8. STAFF REPORTS

8.1. Public Works - Gibb Wilkins, PW Superintendent

PW Wilkins reported that 2.2 million gallons of drinking water was pumped in April and they have switched to the summer wells as of May 1. The new pump has been installed at City Farm and they are waiting to have the company come and program it for the telemetry. PW Wilkins was contacted by school employee to work on a water conservation plan for the football field and that the excavator is finally getting the needed repair. The paving project has been completed and the council was asked what the priority was for the next years paving projects. CA Greiner stated that the current paying contract will be paid from the Water Improvement fund instead of Streets due to it was all over the area of pipe replacement, and other funds are available for future projects. PW Wilkins will schedule a Public Works Committee meeting to discuss street paving priorities.

8.2. Administration - Kathryn Greiner, City Administrator

CA Greiner stated that she needs to schedule several committee meetings in the next month and needs to set times. One is Public Safety Committee to review the police contract with the Gilliam County Sheriff and the other the Finance Committee to discuss employee compensation for the 2019-20 fiscal year. She noted that the community clean up day is Friday, May 10 and that there is an information gathering meeting with Q-Life and the Fiber Committee in The Dalles May 9. She attended a meeting with Columbia Gorge Community College two weeks ago to talk about workforce training and community education. The areas of this program are technology, construction trades, technology and manufacturing and they discussed available spaces for classes and class offerings. CA Greiner is scheduled to meet with the CGCC community classes next week.

8.3. Police - Gary Bettencourt, Gilliam County Sheriff

Sheriff Bettencourt said that this is the month of animals with a dog bite and a cow issue being handled by his department. He has taken inventory of city police weapons, transferred evidence to his office, or went through the process of forfeiting the evidence of prior years city cases. He suggested that at the Public Safety meeting the council decide if they wanted to do with the city property. Sheriff Bettencourt stated that he is working on the nuisance of the vehicles at 209 N. Potter and realized that five vehicles from that property was moved to Keith Shaw's property on Cottonwood. Shaw has been ticketed on a new case and the landowner of North Potter Street was also issued a ticket. Discussed potential changes to the dog and mobile home park for clarification and traffic enforcement. PW Wilkins will inquire at the new Area Transportation Commission meeting the possibility of another flashing speed sign.

9. COUNCIL INFORMATION

9.1. Draft Budget Committee Meeting Minutes - April 22, 2019

9.2. **Addition -- Condon School District Final Report on 2018-19 Music & Art Grant

10. NEXT REGULAR MEETING DATE

10.1. Next regular Condon City Council and Budget Hearing is June 5, 2019.

11. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 8:14 p.m.



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Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator