



128 S Main St.
PO Box 445
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P: 541-384-2711
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City of Condon Regular Council Meeting Minutes Wednesday, June 5, 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 & Donald Jamieson; Staff: j - PW Superintendent Gibb Wilkins, City Administrator Kathryn Greiner and Gilliam County Sheriff Gary Bettencourt.

3. ADDITIONS TO AGENDA

Added to correspondence a letter from the Gilliam County Historical Society and Oregon Department of Transportation (ODOT).
Deleting 6.4 under Consent Agenda - Review & Approve Progress Payments to Inland Development.

4. PUBLIC COMMENT

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

None

5. PUBLIC HEARING - BUDGET & STATE REVENUE SHARING

5.1. Open Hearing

Mayor Hassing opened the hearing at 7:01 p.m.

5.2. Public Input on Budget & State Revenue Sharing

None

5.3. Close Hearing

Mayor Hassing closed the hearing at 7:02 p.m.

6. CONSENT AGENDA

6.1. Approve May 1, 2019 Regular City Council Meeting Minutes

A motion was made by Councilor Stinchfield to approve the May 1, 2019 regular City Council meeting minutes. The motion was seconded by Councilor Parm and approved unanimously.

6.2. Review May Accounts Payable

Councilor Jamieson asked about the \$4,300 payment to Anderson Perry & Associates. CA Greiner stated it was for the engineering of the Fairway Housing project that is expected to be presented to the council in July or August. He also asked if Kerr Contractors were paid in full which PW Wilkins said that they have been paid.



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6.3. Review VISA Statements

Councilor Fatland inquired about the Home Depot costs on the VISA with PW Wilkins stating that it was for an air compressor at the golf course, rubber mulch for the playground at the park and a pallet jack.

6.4. Review & Approve Progress Payments to Inland Development

This item was deleted from the agenda as the council has approved payment 2 and 3 once approved by project manager Adam Haas.

7. OLD BUSINESS

7.1. Fiber Project Update

A written update was given by Adam Haas. CA Greiner said that it is anticipated that the project will be completed by June 30 but the payments may not be until July with reports required to show completion. The Fiber Committee and several other industry personnel are scheduled to meet Thursday, June 13, 4 p.m. to begin to update the strategic plan and discuss the business plan.

7.2. Memorial Hall Update

CA Greiner reported that the Memorial Hall has final electrical to be completed but the acoustic work is substantially complete. She has been in contact with the electrician and they are to be here on Monday to finish the project as there is a meeting June 20-21, then the Gilliam County Library book sale through July 4. She invited the councilors to tour the facility after the meeting.

8. NEW BUSINESS

8.1. Discuss & Approve Waste Connections Prices for 2019-20 - Jim Winterbottom

Jim Winterbottom, District Manager of Waste Connections presented information regarding a request of a 3.3% increase in rates for 2019-20 year. He stated that he used the West Region Consumer Price Index (CPI) of 3.9% calculated at 85%. Waste Connections is the garbage collection service that holds a franchise in the City of Condon.

Motion was made by Councilor Fatland to approve Waste Connection 3.3% rate increase. The motion was seconded by Councilor Stinchfield and approved unanimously.

8.2. Discuss & Award 2019-20 Art & Music Grant

Council received proposals for the city's Art & Music grants requesting \$9,500 with only \$8,000 in the budget. The requests were from Condon School District for \$5,000; Condon Child Care \$1,500 and Gilliam County Library for \$3,000. The amounts awarded last year was Condon School District \$5,000; Gilliam County Library \$2,000 and Condon Child Care \$1,000. Councilor Jamieson suggested that with being \$1,500 over the \$8,000 budgeted that each entity take \$500 off their grant request.

A motion was made by Councilor Stinchfield to approve the Art and Music Grant to Condon School District for \$4,500, Condon Child Care \$1,000 and Gilliam County Library \$2,500. The motion was seconded by Councilor Jamieson and approved unanimously.

8.3. Adopt Resolution 2019-07 - A Resolution Adopting the 2019-20 Budget and Appropriations

A motion was made by Councilor Fatland to approve Resolution 2019-07 - A Resolution Adopting the Budget and Making Appropriations. The motion was seconded by Councilor Stinchfield and approved unanimously.

8.4. Adopting Resolution 2019-08 - A Resolution Declaring the City's Election to Receive State Revenues

A motion was made by Councilor Fatland to adopt Resolution 2019-08 - A Resolution Declaring the City's Election to Receive State Revenues. The motion was seconded by Councilor Stinchfield and approved unanimously.



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8.5. Discuss and Approve Finance Committee Recommendations of Employee Compensation

CA Greiner noted that the notes from the May Finance Committee was not attached to the agenda and since the raises on payroll would not go into effect until July payroll the vote could be done at the July 10 meeting. Mayor Hassing tabled the recommendations of the Finance Committee.

9. STAFF REPORTS

9.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins stated that 5 million gallons were produced in the month of May, roughly double the April amount indicating irrigation season has arrived. The VFD pump at City Farm and the excavator have both been repaired. The crew used the pavement grindings to work on the shoulder of the newly paved streets, repaired two sewer hook ups and fixed an issue with the pivot. PW Wilkins stated that they will begin mowing the city's rights-of-way and lots in the next week in preparation for the July 4 holiday. Councilor Barnett asked about the road repair near the city's reservoir and PW Wilkins stated that they have the repair planned and hope to complete in the near future.

9.2. Police - Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt stated that he has identified approximately 40 lots that will need mowed due to high weeds and grass, and a large quantity of them are absentee landowners. He asked for direction of how the city abated the weeds. Councilor Jamieson noted that in the past the police department had a list of individuals that would be available to mow. CA Greiner stated that the city abating the property required a lien that was not payable until the property sold and ticketing the owners that did not comply was the most efficient option. Sheriff Bettencourt noted that two properties on North Potter have been cleaned and landowner on Cottonwood missed his June 1 deadline due to health issues and will now be contacted for another court date. He noted that he had a conflicting meeting July 10 and could provide a written report.

9.3. Administration - City Administrator Kathryn Greiner

CA Greiner said that she had attended her first meeting as a Greater Eastern Oregon Development Corporation (GEODC) member and is trying to get up to speed on their projects and operation. She has concerns that they have not had a presence in Condon or Gilliam County even though we are in their territory and is working to get them to participate in our region. She said that she had applied for a grant through the Gilliam County Special Projects Fund and has tentatively been awarded \$2,500 of the \$5,000 requested. The project total is \$7,100. She noted that although it was not on the agenda, Gilliam County Special Transportation has requested to lease the Ward Street Shop and a tentative lease was drawn up by city attorney Wyatt Baum. She stated that Gilliam County had some questions on the lease and will take it to their attorney's to review the language and bring it back July 10. The lease was drawn up for \$500 a month that will be credited against the cost of improvements which has been estimated at just over \$30,000, and utilities would be the county's responsibility. A discussion was held if that was enough monthly rent and CA Greiner said that she was having trouble finding comparisons, but could be negotiated. The improvements would be significant with a concrete floor on the north end of the building and put in an office.

CA Greiner said that resident Sarah Conaway has come in and wanted to know if the city-owned lot behind their home on North Oregon Street could be sold to them. PW Wilkins stated that the city had a sewer main going along the edge of the property but otherwise is not used. Councilor Jamieson said that it would be good to have the property back on the tax rolls. CA Greiner will gather information on the lot and bring back to the council at their July 10 meeting. It was noted that easements and survey would be the responsibility of the purchaser.

CA Greiner noted that the swimming pool will open Wednesday, June 12 for regular hours of 1-7 p.m. She will put an advertisement in *The Times-Journal* next week with the pool hours, cost and swim lesson schedule.

The correspondence in regards to ODOT sidewalks grant was clarified that the total grant was applied for in 2015 and costs have gone up considerable on the \$550,000 project. CA Greiner stated that ODOT awarded Anderson, Perry & Associates the contract to engineer and design the project and due to the high costs and cutting the scope by more than half, ODOT is going to do the design and engineering in-house to allow more of the grant funds to construction.



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10. COUNCIL INFORMATION

10.1. Fiber Committee Meeting - Strategic Plan Update Thursday, June 13, 2019, 4 p.m., City Hall

10.2. ** Addition ** Gilliam County Historical Society Correspondence

10.3. ** Addition ** ODOT STIP Sidewalk Grant Information

11. NEXT REGULAR MEETING DATE

11.1. Wednesday, July 10, 2019, 7 p.m. at Condon City Hall

12. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:46 p.m.

Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator