



128 S Main St.
PO Box 445
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City of Condon Regular Council Meeting Minutes Wednesday, July 10, 2019 7:00 PM

1. CALL REGULAR MEETING TO ORDER

Mayor Jim Hassing called the meeting to order at 7:01 p.m.

2. ROLL CALL

Present: Mayor Jim Hassing, Councilors Dawn Parm, Michael Cronk, Brian Barnett, Jan Stinchfield, Tom Fatland and Donald Jamieson; Staff Public Works Superintendent Gibb Wilkins and City Administrator Kathryn Greiner

3. ADDITIONS TO AGENDA

None

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. CONSENT AGENDA

5.1. Approve June 5, 2019 Regular Council Meeting and Budget Hearing

Motion was made by Councilor Fatland to approve the June 5, 2019 regular meeting and budget hearing minutes. The motion was seconded and approved unanimously.

5.2. Accounts Payable June 10, 2019

Councilor Fatland asked about the check to Rod Mac Connell regarding bench repair. CA Greiner said that Mac Connell fixed the portion of the Main Street benches where the plaques were located and used transient tax funds for this expense.

5.3. Accounts Payable June 28, 2019

5.4. VISA Statements



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5.5. Review & Approve Inland Development Payments on Fiber Project

CA Greiner said that the final bill from Inland Development included four of the five payments scheduled payments of the contract. The council previously approved two of the payments of the four payments and due to the amount being over \$50,000, the council needed to approve the final two payments. She said that the final report is due any day by project manager Adam Haas and once he signs off on the payments it can be mailed to Inland Development.

A motion was made by Councilor Fatland to approve the final two payments to Inland Development Corporation in the amount of \$228,321.75 upon Adam Haas approval. The motion was seconded by Councilor Stinchfield and approved unanimously.

6. OLD BUSINESS

6.1. Fiber Project Update & Strategic Plan Discussion

CA Greiner stated that the council needs to prioritize how to proceed with the fiber optic line now that it has been completed. She suggested that the city prioritize tasks and suggested that the city get an Intergovernmental Agreement (IGA) with Gilliam County, set rates for customers, determine how to handle the connection for customers and meet with interested customers of the fiber. Councilor Fatland asked if the Memorandum of Understanding (MOU) was rescinded by Columbia Basin Electric Cooperative, and CA Greiner stated that she did not have any information that their board rescinded it. Councilor Stinchfield suggested that the city and county meet to determine a draft IGA of who is going to do the billing, manage the fibers and set rates. Gilliam County Judge Elizabeth Farrar was present and said that they have an agreement with Frontier Telenet to pay for some of the monthly fiber cost to connect the local 911 call center. Councilor Jamieson stated that he would like to know what the goal of monthly revenue is needed to cover the city and county's costs and work back to a rate. CA Greiner said that a previous rate sheet showed comparable fees and the lowest was approximately \$600 a month for a fiber pair or \$300 each. Discussed a rate of \$500 a month for a pair would generate \$6,000 a month for each entity. It was the consensus of the council for CA Greiner and Judge Farrar to meet and work together on an IGA that would include proposed rates, who would manage the finances of the leasing of the fiber lines and come back with a proposal.

CA Greiner asked how the council wanted to move forward with the broadband strategic plan update, and it was determined that the current plan was sufficient until the IGA and other details of the fiber be determined.

6.2. Memorial Hall Acoustic Project Update

CA Greiner said that the project is waiting on the installation of the track lighting and dimmer switches to be complete. Councilors Parm and Stinchfield suggested that the track lighting be put on hold until we determine if it is needed. The lights have been purchased and will be stored until a later date for installation.

6.3. Fariway Housing Project Update

CA Greiner stated that the engineers are expected to deliver their preliminary drawings to Public Works staff in the next two weeks and bring the documents to the council in August. The engineering is to get the water and sewer lines engineered to the proposed subdivision north of the golf course.

7. NEW BUSINESS



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7.1. Finance Committee & Personnel Recommendations

Councilor Jamieson asked if the state's Cost of Living Adjustment was 3%. CA Greiner stated that the COLA or Consumer Price Index (CPI) information collected was from local organizations and ranged from 2.6-3.7%. Councilor Jamieson said that it may be time to put a cap on employees insurance or have them contribute to the cost and asked what the current rates were for insurance. CA Greiner said that for the employee only it is approximately \$700; employee plus child or spouse \$1,300 and employee and family \$2,000 a month. Councilor Jamieson asked that a cap be considered during the next budget cycle.

A motion was made by Councilor Jamieson to approve the Finance Committee's recommendations for personnel. The motion was seconded by Councilor Fatland and approved unanimously.

Discussion was held regarding the fee schedule and suggested changes to it. Councilor Stinchfield suggested that it be reviewed all at one time by the council. It was the consensus of the council that PW Wilkins and CA Greiner will go through it and propose the fees and bring back for a review.

7.2. Discuss Gilliam County Sheriff's Office Contract for Police Services

Council received minutes from the Public Safety Committee where the police contract with Gilliam County Sheriff's office was discussed. Committee member Councilor Fatland said that he hasn't heard any complaints but wanted to check in on the 40 hours a week that was in the contract. Councilor Stinchfield noted that the cost was not increased, and Councilor Jamieson said that he thinks "we are getting our money's worth." Committee member Councilor Barnett asked if CA Greiner had heard if the insurance is adequate and she had not done that task but will follow up.

7.3. Resolution 2020-01 - A Workers' Compensation Volunteer Coverage

The annual resolution regarding workers' compensation for volunteers was reviewed by councilors. A short discussion regarding volunteer rosters and who is covered was held.

A motion was made by Councilor Fatland to approve Resolution 2020-01 - A Workers' Compensation Volunteer Coverage resolution. The motion was seconded by Councilor Stinchfield and approved unanimously.

8. STAFF REPORTS

8.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins noted that 8.9 million gallons of water was pumped slightly over the average of 8.7 million gallons at the same time last year. The crew is prepping for the summer water project on Spring Street from Main To Jefferson Streets, noted that the mowing is done on the city's rights-of-way and at City Farm and new crosswalks have been installed by the Condon Grade School. PW Wilkins said that the current farming contract with John Johnson would need to be amended or decide if the city wants to be responsible for the crop. The options are to rewrite the contract or put it out to public bid and will be put on the council's agenda in August. PW Wilkins said that the estimated cost of the seed is between \$1,000-3,000 and you may get two cuttings with a much higher price for the hay. Councilor Jamieson asked about the remaining water and PW Wilkins said that they have 76" remaining and on average the start of the year is 80". The farming discussion will go on the August 7 council agenda.

8.2. Police - Gilliam County Sheriff Gary Bettencourt

Written statistical report was submitted by Gilliam County Sheriff's office in Sheriff Bettencourt's absence.



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8.3. Administration - City Administrator Kathryn Greiner

CA Greiner reported that she had attended two Greater Eastern Oregon Development Corporation (GEODC) meetings since the June meeting and continues to learn more about the organization. Her goal is to get GEODC programs in Gilliam County, especially Condon. She attended a lunch in Arlington with Metro and Waste Management personnel in hopes to gain some insight into recycling opportunities in Condon but did not get any solid information to move forward. CA Greiner reported that there is a "rural revitalization" committee that is working together locally and invited councilors to view a video by Lori Anderson and to contact her if she wanted to set this up at a council meeting. She reported that Oregon Department of Transportation (ODOT) was in Condon this week for a walking tour of the proposed sidewalk project on North Main Street and the Oregon Department of Land Conservation and Development will be in Condon July 25-26 for their board meeting.

9. COUNCIL INFORMATION

9.1. Art & Music Grant Award Letters

9.2. Finished 2019-20 Budget

10. NEXT REGULAR MEETING DATE

10.1. Next regular Condon City Council is Wednesday, August 7, 2019, 7 p.m.

11. ADJOURN REGULAR MEETING

Meeting was adjourned at 8:02 p.m.

Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator