



128 S Main St.
PO Box 445
Condon, OR 97823
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City of Condon Regular Council Meeting Minutes Wednesday, August 7, 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 - Council: Mayor Jim Hassing, Councilors Dawn Parm, Michael Cronk, Brian Barnett, Tom Fatland & Donald Jamieson.
Absent: Council Jan Stinchfield. Staff: PW Superintendent Gibb Wilkins, CA Kathryn Greiner and Gilliam County Sheriff Gary Bettencourt

3. ADDITIONS TO AGENDA

3.1. ** Amendment to ODOT Grant

3.2. ** Council Information - Condon Chamber of Commerce

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.

Sheriff Bettencourt gave his report at this point in the meeting due to a conflict in schedule. He reported that the weed abatement is under control. He issues notices to 43 properties with four non compliant that received nuisance violation tickets. Of the 4 violations all but Keith Shaw cleaned their lots prior to court appearance. Shaw did not show up to court of respond to the ticket. Sheriff Bettencourt said that he had a conversation with city attorney Wyatt Baum regarding the abatement process. CA Greiner said that she wondered if the City Council would like to make a cash offer on the property since it is in the middle of the proposed Fairway Housing project to avoid the abatement process. After a brief discussion it was the consensus of the council to have CA Greiner contact Baum to determine options on this issue. Councilor Fatland said that a citizen has approached him to complain about excessive speed on South Main Street by the football field. Sheriff Bettencourt responded that his officers have increased patrols in that area. It was also discussed that speeding was occurring on Walnut/Highway 19 from the west and suggested that another flashing speed sign may be helpful. PW Wilkins will inquire of availability of the speed signs at this next Lower John Day Area Commission on Transportation.

Larry McGunnigle was present to say that in his neighborhood there is a problem with feral cats. He stated that they had trapped 13 cats in July and resident Patty LaTrace had gotten the cats vet care and relocated. He asked for some financial assistance but did not have an amount for the request. McGunnigle also stated that the sign at Linus Pauling field is in poor condition and needs to be fixed. He stated that he sent a letter to Gilliam County six months ago with no response, and that CA Greiner received the information but said that it was not city property nor in the city's jurisdiction. Gilliam County Judge Elizabeth Farrar was present and said that the sign was a project of the county's community development department and it is being worked on. Lori Anderson, chamber member, added that the Condon Chamber of Commerce is working on this project with Gilliam County.



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5. CONSENT AGENDA

5.1. Review and Approve July 10, 2019 Regular Council Meeting Minutes

A motion was made by Councilor Fatland to approve the July 10, 2019 regular city council meeting minutes. The motion was seconded by Councilor Parm and approved unanimously.

5.2. Review Accounts Payable of July 10, 2019, July 11, 2019, July 29, 2019 and VISA Statements

Councilor Fatland asked about the City/County Insurance bill of \$40,000 with CA Greiner stating that it is for the 2019-20 insurance of the city which includes workers' compensation, auto, liability and property.

6. OLD BUSINESS

6.1. Fiber Project Update

Council received the final report of the fiber project from Adam Haas of Converge Communications. CA Greiner stated that it seemed thorough and asked the councilors to let her know if she had any other questions for Haas on the report. Councilor Fatland asked about the fiber line only being built from Cedar Springs Road and if the fiber is lit. He also asked if the fibers needed to go to a communication shelter. Judge Farrar stated that the shelter may not be needed now as the IRU with Inland Development has "drops" or connections in Condon and if they did need to be split at another location Columbia Basin Electric Cooperative is building a shelter and the companies can contract with them. Councilor Jamieson stated that the drops are at the courthouse, city hall, schools and North Central ESD.

CA Greiner also stated that the first draft of the Intergovernmental Agreement (IGA) between Gilliam County and City of Condon was drafted but had some questions and concerns of its intent. CA Greiner and Judge Farrar had gotten together and wanted to have the IGA similar to a partnership that would have just one place for customers to go to lease the line that would include the fiscal responsibility and the entities would not compete on prices. The IGA was not attached to the agenda so CA Greiner summarized that the questions are if the board created with the IGA would be five members that would include two members from each entity and once the four people were assigned, then they would pick the fifth person. The current agreement had them as a board with a stand alone board but the council wanted to see this board as advisory to the governing bodies. CA Greiner also stated that Gilliam County has offered to be the fiscal officer of the agreement and would collect revenues from leased lines and pay the monthly \$4,000 (\$2,000 for each entity) and other expenses. Anticipated fees would be legal for the leases. If the revenues exceeded the expenses, the overage would be split based on the initial investment - 1/3 to City and 2/3 to Gilliam County. At the Gilliam County Court meeting earlier that day, Gilliam County Commissioner Sherrie Wilkins asked that the termination clause be included that if they needed to be split it would be a process that would not be cumbersome. It was the consensus of the council to have CA Greiner type of the items discussed, send to Baum and also to the councilors so they can determine the changes needed.

6.2. Fairway Housing Project Update

CA Greiner received a quote of getting water and sewer to the property designated for the Fairway housing project of approximately \$450,000. She stated that a representative of Business Oregon has money to loan, and suggested that if the city borrow the funds from the state to finish the project, then they could immediately sell and receive property tax on the lots sold. She said that the city has set aside \$200,000 annually for these such projects and instead of doing the project in phases, the city could get a loan for the entire project to make the lots available for resale sooner. CA Greiner estimated the loan would be \$1.5-\$1.8 million and the loan could be paid off at \$200,000 a year in less than 10 years. She was told that the loan is 3% and there are no penalties for early payment. She did say that the important part of this project is to receive technical assistance to determine what the city wants the housing development to look like, how to sell the lots.

The consensus of the council was for CA Greiner to bring back more information on the loan, the planning documents of the proposed housing development and to try and locate similar projects or professionals to assist with this project.



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7. NEW BUSINESS

7.1. Review & Approve OLCC Renewals for Condon Food Mart, Elks Lodge #1869 Condon, Historic Hotel Condon/Lori's Place, Murray's Condon Pharmacy, The Condon Round-Up (on premise sales), The Condon Round-Up (off Premise sales) & Two Boys Meat & Groceries.

Requests were made for local establishments to obtain their liquor license renewals. Short discussion that off premises licenses were for selling liquor to go. **A motion was made by Councilor Fatland to approve OLCC renewals for Condon Food Mart, Elks Lodge #1869 Condon, Historic Hotel Condon/Lori's Place, Murray's Condon Pharmacy, The Condon Round-Up on premise sales, the Condon Round-Up off premise sales and Two Boys Meat & Groceries. The motion was seconded by Councilor Jamieson and approved unanimously.**

7.2. Appoint Haley Potter to Condon City Planning Commission

Mayor Hassing appointed Haley Potter to the Condon City Planning Commission.

7.3. Discuss Ward Street Shop Lease - Gilliam County Transportation

The council received a proposed lease agreement for Gilliam County to lease the city's shop on Ward Street for their special transportation department. Marla Davies, Gilliam County Transportation/Dispatch Coordinator stated that the estimated cost of the remodel is \$30,100 and what is in the lease does not adequately reflect the tasks that will be completed. Councilors Parm and Cronk declared a potential conflict of interest since they are member of the Davies transportation advisory board. Councilor Jamieson said that it appeared to be a standard lease and just needed to have the blanks filled in. Davies had questions on the ADA requirements. Judge Farrar stated that the remodel will need to go through Gilliam County's public contracting process. Davies will send to CA Greiner the changes to the building in the project proposal and other details where she had questions. CA Greiner will forward questions and the project list to Baum with hopes that it can be approved at the September 4 council meeting. Mayor Hassing tabled the lease which CA Greiner will bring back with blanks filled in and questions answered.

7.4. Discuss Golf Course Clubhouse

Councilor Jamieson asked the council how they wanted to move ahead on the proposed plan of the golf course clubhouse. Councilor Fatland said that the next step could be to look at costs and funding options. CA Greiner asked that the Park and Recreation Committee meet to discuss an operation plan if a new clubhouse is built. A meeting will be scheduled later this fall.

7.5. Review & Approve The Round-Up Off Premise-Catering Sales Request

CA Greiner explained that the owner of The Round-Up has requested an off premise - catering license request from OLCC. It was her understanding that the permit allowed the owner the ability to sell kegs of beer and accept the kegs here instead of the travel out of town.

A motion was made by Councilor Jamieson to approve the OLCC permit to The Round-Up for off premise catering sales. The motion was seconded by Councilor Parm and approved unanimously.

7.6. Review & Discuss Farm/Pivot Lease

PW Wilkins said that current leasee John Johnson had planned on attending but due to a lightning storm moving through was unable to be present. PW Wilkins said that due to the ability to have another crop that what is in the current lease the city has several options. These include renegotiating a new lease with the Johnson, hire a person to custom farm, or put the lease out to bid. He suggested that with a new crop in a new lease the city may be able to generate more income from the pivot field. PW Wilkins stated that he was approached by several people in regards to the pivot lease for hay or to growing hemp. PW Wilkins asked the council what they would like the city to do so we can move forward. It was stated that Johnson has asked the city to pay for the grass seed, which several councilors disapproved. The current lease would need to be terminated due to a different crop and timelines. It was the consensus of the council for PW Wilkins and CA Greiner to bring back a recommendation and plan to the September meeting to move forward with the pivot operations.



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7.7. Review Draft Economic Opportunity Analysis Grant Report

CA Greiner gave the council the draft Oregon Department of Land Conservation and Development (DLCD) Economic Opportunity Analysis grant report and said that the policies must be approved by the council by the October meeting. She said that the policies have been reviewed by herself and a DLCD representative, changes made and asked the council to review and give suggested changes at the September meeting.

7.8. ** Addition ** Discuss and Approve ODOT Grant Amendment Number 01 - Local Agency Agreement

Council received an amendment to the ODOT grant that is doing the sidewalk project on North Main Street in regards to ADA requirements.

A motion was made by Councilor Jamieso to approve ODOT grant amendment number 01 - Local Agency Agreement. The motion was seconded by Councilor Fatland and approved unanimously.

8. STAFF REPORTS

8.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins stated that 11.4 million gallons of water was pumped in July and that a fire at City Farm last month was started by a bird on the electric line. The systems all continued to work, uninterrupted after the fire with the exception of the telemetry operation at a phone pedestal that was burned. Public Works crew has installed water services, repaired sewer pipe and pivot issues. Councilor Jamieson asked how the water supply was holding up and if the crew was going to put pipe in on Spring Street. PW Wilkins stated that there have not been any issues of the wells at City Farm and he still anticipates putting in 1-2 blocks of water line on Spring Street this year. Councilor Barnett asked about the lights on the steps in front of City Hall where you can see wires. PW Wilkins stated that they are safe but it was agreed that they should be fixed.

8.2. Police - Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt gave his report during Public Comment.

8.3. Administration - City Administrator Kathryn Greiner

CA Greiner said that the League of Oregon Cities conference is at the end of September and if any councilors wish to attend to please let her know so she can get them signed up. She is planning on attending one day of the conference to take a human resource class. She also said that she was getting ready to sign up Councilors Stinchfield, Jamieson and herself for the telecommunication conference in Ashland in October and that there is a Chamber after hours to honor Stinchfield's Thursday, August 15, 5:30 p.m. at the Memorial Hall. A workshop entitled Webworks is scheduled for Thursday, October 3 to Memorial Hall to give an update on the internet projects in the region by CBEC, Inland Development, Home Telephone and the City/County project. This will also include a program for other internet and web-based businesses. More information will be given out at the September council meeting.

9. COUNCIL INFORMATION

9.1. ** Addition ** Correspondence from Condon Chamber of Commerce

CA Greiner stated that this letter was to ask the council to waive fees for the Chamber of Commerce for their events. She stated that with the newly remodeled hall that her policy in the past will apply that chamber events that collect funds will be charged the rental rates as stated and events that do not charge may have the fees waived. The council agreed that with the recent investment the policy seemed fair.

10. NEXT REGULAR MEETING DATE

10.1. Next regular Condon City Council is Wednesday, September 4, 2019, 7 p.m.



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11. ADJOURN REGULAR MEETING

The council meeting was adjourned at 8:21 p.m.

Jim Hassing, Mayor

Date

ATTEST: _____
Kathryn Greiner City Administrator

Date