



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, January 8, 2020 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 Brian Barnett, Donald Jamieson, Jan Stinchfield & Tom Fatland (by Skype); Public Works Superintendent Gibb Wilkins, City Administrator Kathryn Greiner; Gilliam County Sheriff Gary Bettencourt

Absent: Councilors Michale Cronk and Dawn Parm

3. ADDITIONS TO AGENDA

Mayor Hassing did not have any additions but did move the audit presentation to 7:30 p.m.

4. PUBLIC COMMENT

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

None

5. CONSENT AGENDA

5.1. Approve December 4, 2019 Regular Council Meeting Minutes

A motion was made by Councilor Jamieson to approve the Condon December 4, 2019 regular council meeting minutes with corrections and typo. The motion was seconded by Councilor Stinchfield and approved unanimously.

5.2. Review Accounts Payable - December 10, 2019

Councilor Barnett asked what the check for Grover Beach Homes was for with CA Greiner stating that it was a refund of a utility deposit.

5.3. Review VISA Statements

Councilor Jamieson asked about the purchase of a solar panel for \$700 and PW Wilkins said there were two of them.

5.4. Review Financial Statements for Period Ending December 31, 2019

CA Greiner said that the financial statements show that the city is within budget appropriations, but the council may see where some line items are over budget due to the PERS payment in December.

5.5. Review USDA Loan Payments and PERS Distribution

CA Greiner noted that these were electronic payments that either were approved or less than the threshold amount that needed council approval.



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6. OLD BUSINESS

6.1. Fiber Council Update

CA Greiner noted that a draft dark fiber lease agreement has been returned from Gilliam County and she is going to schedule a Fiber Council meeting to review and approve. Once that is done, they will be ready to lease the dark fiber lines.

7. NEW BUSINESS

7.1. 2018-19 Audit Presentation - Kori Sarrett, CPA Accuity CPAs

This was moved to 7:30 p.m. but the auditor was not available so this was tabled until the February meeting.

7.2. Resolution 2020-03 - Resolution Declaring 2000 Chevrolet Pickup as Surplus

A motion was made by to Councilor Fatland to approve Resolution 2020-04 - A Resolution of the City of Condon Declaring Certain Fixed Assets As Surplus Property. The motion was seconded by Councilor Jamieson and approved unanimously. This was for the 2000 Chevrolet Pickup.

7.3. Appoint Council Committees

Mayor Hassing left the committee assignments the same as the previous year. Public Safety - Hassing, Barnett and Fatland; Housing - Hassing, Cronk & Barnett; Park & Recreation - Hassing, Parm and Fatland; Public Works - Hassing, Cronk & Jamieson; Finance - Hassing, Stinchfield and Parm; Fiber - Hassing Stinchfield, Jamieson.

7.4. Appoint Budget Officer - Kathryn Greiner

Mayor Hassing appointed CA Greiner as budget officer.

7.5. Appoint Budget Committee Members - Dennis Bruneau, Jay LaRue, John Barnett

Mayor Hassing appointed Dennis Bruneau, Jay LaRue and John Barnett to the City of Condon Budget committee.

7.6. Designate Newspaper of Record - The Times-Journal

Mayor Hassing Designated The Times-Journal as the newspaper of record.

7.7. Designate City of Condon Depositories - Bank of Eastern Oregon & Oregon State Local Government Investment Fund

Mayor Hassing designated the Bank of Eastern Oregon and the Oregon State Local Government Investment Fund as the City of Condon's depositories.

7.8. Designate Consulting Engineer of Record - David Wildman, PE of Anderson, Perry & Associates

Mayor Hassing designated David Wildman, PE of Anderson, Perry & Associates as the City of Condon's Engineer of Record.

7.9. Review & Approve City and Budget Calendar for 2020

A motion was made by Councilor Jamieson to approve the 2020 City Calendar and the 2020-21 City of Condon Budget Calendar. The motion was seconded by Councilor Stinchfield and approved unanimously.

7.10. Mayor Jim Hassing Annual Report

Mayor Hassing submitted his annual report.

8. STAFF REPORTS



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8.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins stated that 2.2 million gallons of water were pumped in December which is average for this time of year. The crew pulled booster pump number 1 for its annual five year maintenance and will run on one pump for approximately one month. He has ordered street signs for the historic district and the golf equipment is going in for yearly maintenance this week. PW Wilkins said that he has approached several farmers to get the cost of tilling the pivot to plant seed and that the estimated cost of the seed is \$3,000. The seed can be broadcasted and orchard grass will be planted in the pivot and a dryland grass for the 10 acres outside of the pivot water path. Once it is established he will find a customer harvester and sell the hay, then the next year the city will put out for a customer harvester. He also reported that there was an active sewer backup case that was being reviewed by CIS for a possible insurance claim and that included in the packet was the response from OSHA regarding the complaint they received. Councilor Fatland asked if PW Wilkins about the pool surface and he has not had time to look into at this time.

8.2. Police - Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt stated that in December 2019 his office had 29 criminal cases and for 2019 the total was 291 compared to 255 in 2018. He gave the council a breakdown of criminal cases, citations and "contacts" for 2019. Two of his new deputies are currently at the academy for certification and overtime was down from previous month. Councilor Barnett stated that the recent police pursuit up Main Street was handled appropriately by the police. Sheriff Bettencourt stated that their policy is not to pursue going through the city.

8.3. Administration - City Administrator Kathryn Greiner

CA Greiner stated that she had received a Condon Chamber of Commerce request for funding that came in late for this meeting and asked the council to review and act on it at the February meeting. She will have an update of the transient tax funds at that time to know what will be available for distribution of projects. She stated that she was scheduled to meet with the school and county to discuss the pool and that the message she got from the council at the last meeting was to offer the administration but not financial support. CA Greiner noted that the year end payroll tasks have been completed and the Gilliam County final special project grant report for the portable stage was completed and submitted. She said that the retreat tasks are being created and will pass out a list for the councilors to add.

9. COUNCIL INFORMATION

9.1. Council Retreat & Goal Session - Friday, January 31, 2019

9.2. Housing Meeting with PCDC January 16, 2020, 5:30 p.m.

10. NEXT REGULAR MEETING DATE

10.1. Next Regular Condon City Council, Wednesday, February 5, 2019, 7 p.m. at Condon City Hall.

11. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:40 p.m.

Jim Hassing, Mayor

Date



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ATTEST: _____ Date _____
Kathryn Greiner City Administrator