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, December 4, 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 and Donald Jamieson; Staff - Public Works Superintendent Gibb Wilkins and City Administrator Kathryn Greiner. **Absent:** None

3. ADDITIONS TO AGENDA

None

4. PUBLIC COMMENT

4.1. The Council will hear discussion on 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 November 6, 2019 Regular City Council Meeting Minutes

Councilor Stinchfield noted that there were two corrections to be made in the minutes that Columbia Basin Electric Cooperative franchise agreement was tabled, and in the Public Works report.

A motion was made by Councilor Tom Fatland to approve the November 6, 2019 minutes with corrections.. The motion was seconded by Councilor Jan Stinchfield and approved unanimously.

5.2. Review the Accounts Payable for November 13 & 21, 2019

Councilor Fatland asked about Simkek Controls and TMG Services and PW Wilkins stated that it was for the telemetry control systems and VFD pump at City Farm.

5.3. Review VISA Statements

Councilor Jamieson asked if there could be more detail of what is purchased on the VISA statement. CA Greiner stated that all the receipts are attached to the VISA which is on the council table for review but it was decided that on the statements she will put a note of what is purchased.

5.4. Approve PERS Payment of $181,371 of Transitional Liability and $50,000 Match Funds

CA Greiner explained that the council approved this last month and it was paid this week. Councilor Stinchfield stated that it was less than anticipated and CA Greiner stated that the amount was approximately $9,000 less than anticipated. The new rates go into effect with December's payroll.

6. OLD BUSINESS

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6.1. Discuss and Approve Columbia Basin Electric Cooperative Franchise Agreement 2019

CA Greiner had attached the Columbia Basin Electric Cooperative (CBEC) franchise agreement with changes by CBEC's legal counsel and the changes have been reviewed and approve by city attorney Wyatt Baum. CBEC General Manager Tom Wolff was present and stated the biggest change to the agreement was that the payments are based on the billing cycle not by calendar month as stated in the previous agreement, but there are still 12 billing cycles.

A motion was made by Councilor Tom Fatland to approve the Columbia Basin Electric Cooperative franchise agreement. The motion was seconded by Councilor Dawn Parm and approved unanimously.

6.2. PERS Incentive Fund Update

This was discussed at the November meeting and amount to be paid was approved by the council. The transfer was made to PERS that week.

6.3. Fiber Council Update

CA Greiner noted that the Fiber Council has not met since the November meeting, but three meetings are set for the next two days to discuss leasing the dark fiber. She noted a representative from Light Speed Network (LSN), Home Telephone Company and Link Oregon have appointments with her and Gilliam County Judge Elizabeth Farrar to discuss possible leasing options of the dark fiber.

7. NEW BUSINESS

7.1. Second Reading of Ordinance No. 2020-01 - A Proposed Ordinance Amending the City's Comprehensive Plan, Adopted January 2012, to Incorporate Updated Economic Development Material and Revise the Goal 9 Economic Development Opportunities (EOA) and the Executive Summary are Hereby Adopted as a Support Document

A motion was made by Councilor Dawn Parm to have the second reading of Ordinance 2020-01 by title only. The motion was seconded by Councilor Michael Cronk. Roll call Vote - Yes-Parm, Cronk, Barnett, Stinchfield, Fatland and Jamieson, No- None, Abstain- None
Motion carried.

CA Greiner read Ordinance 2020-01 - A Proposed Ordinance Amending the City's Comprehensive Plan, Adopted January 2012 to Incorporate Updated Economic Development Material and Review the Goal 9 Economic Development Opportunities (EOA) and the Executive Summary are Hereby Adopted as a Support Document.

A motion was made by Councilor Dawn Parm to approve the second reading of Ordinance 2020-01 by title only . The motion was seconded by Councilor Michael Cronk. Roll Call Vote - Yes- Parm, Cronk, Barnett, Stinchfield, Fatland and Jamieson, No- None, Abstain- None

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7.2. Park & Recreation Discussion - Community Swimming Pool & Golf Course

The Council received notes from a Park & Recreation committee meeting that noted repairs that needed to make to the swimming pool and discussion of the golf course clubhouse. Councilor Stinchfield noted that the repairs of the swimming pool seemed extensive. Councilor Fatland, on the P&R committee noted that it is estimated that $5,000-6,000 has been left in the pool fund that is allowed by Gilliam County funding so the committee prioritized the items that they could accomplish with those estimated funds. Councilor Barnett asked about the cost of the pool and CA Greiner said that last year the costs with some repairs was just over $54,000. On the list of items for the pool was also discussion of resurfacing the pool due to sharp edges. The pool was resurfaced in 2013 at the approximate cost of $40,000.

The council discussed how the repairs were going to be made and where would the funding we obtained. Councilor Parm asked if the school owned the pool, why was the city discussing the funds to make the repairs. Councilor Fatland stated that the city should not be responsible for maintenance costs above what is allowed in the county contract and Councilor Stinchfield noted that the city has never charged the pool operations for administrative or public works staff time. CA Greiner stated that there is a contract with Gilliam County that reimburses the city $50,000 a year for pool operations and maintenance, let the receipts of the pool. In the contract it is noted that if that amount goes up they can negotiate with Gilliam County. She has an appointment with Gilliam County Judge Elizabeth Farrar later this week to discuss the swimming pool issues.

Councilor Stinchfield asked about the issues of the golf course. Councilor Fatland said that the committee threw out some ideas of rebuilding a clubhouse or an outdoor area, but heard that the Condon Golf club may be interested in submitting a plan and have asked that the plan be submitted by the retreat in January. Discussed doing the project of the clubhouse in stages and starting with an outdoor area and tearing down the existing clubhouse. Councilor Parm asked if the clubhouse is a priority. Councilor Jamieson said that this year the course was in the best shape it has been so not course improvements may be needed at this time. No decisions were made at this time.

7.3. Housing Committee Meeting Notes - Discuss Recommendation

The Housing Committee of Mayor Hassing and Councilors Cronk and Barnett submitted three recommendations to the council - 1) Picked option one of the Fairway Housing and exclude the pond and walking paths; 2) Schedule a meeting with Pioneer Community Development Corporation (PCDC) to discuss partnering on housing issues; and 3) Move forward with putting in the sewer line to the fairway Housing development. The council discussed the need to level the Fairway Housing lots (north of the golf course), tearing down dilapidated buildings and people renting or buying houses that were not in good condition. Mac Stinchfield, PCDC board member said that PCDC meets again January 16, 2020 and CA Greiner will contact their staff to step up a meeting. The council decided that the Housing Committee would meet with PCDC prior to the council retreat in late January.

Consensus of the council was to approve recommendation 2 to meet with PCDC and table recommendations 1 and 3.

8. STAFF REPORTS

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8.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins reported that two million gallons of drinking water was pumped in November which is average for this time of year. He said that the city received notice from OSHA that a complaint was received about the city crew trenching in the summer of 2018 that did not have proper shoring and about flying metal of the grain elevator by the golf course. He sent a response to OSHA that the crew had taken a class in trenching but did not have what they consider "competent person" at the sight. PW Wilkins is investigating classes to get a certified "competent person" and is working with CIS. Court Street water project has three services that will need to be installed before paving next summer and that the reclaimed water permit is out for public comment. PW Wilkins noted that no one responded to the farming contract and CA Greiner added that since the city did not get any bids, they are allowed to approach a local farmer to do the planting. With the uncertainty of a new crop, PW Wilkins and CA Greiner discussed waiting to see if they needed to harvest it in the first year and possibly put it back out next summer or fall. PW Wilkins stated that the new city pickup has arrived, will surplus the old pickup and that the crew has been busy with snow plowing. Council Barnett asked about the priority of plowing the snow with PW Wilkins stating that the fire hall and Summit Springs are two areas that are priority.

8.2. Police - Gilliam County Sheriff Gary Bettencourt

Gilliam County Sheriff was not present but provided the November statistical report.

8.3. Administration - City Administrator Kathryn Greiner

CA Greiner said that the 2018-19 audit has been completed and will be presented at the January council meeting. This year they are not providing paper copies to the council and it will be attached to their January packet. She has recently met with a representative of the State of Oregon and heard that there is infrastructure funding available at under 3% interest and that the Planning Commission is meeting regularly to review and update the zoning ordinance. CA Greiner stated that she had attended a GEODC meeting and brought up the option of the City of Condon moving to The Dalles district. Also discussed was the date for the council retreat with Friday, January 31, 2020 being picked as the date starting at noon. She added that if any councilors would like a tour of the city's facilities before the retreat that could be arranged.

9. COUNCIL INFORMATION

9.1. City Holiday Appreciation Dinner - Thursday, December 19, 2019, 6 p.m.

9.2. Portland State University Population

9.3. Gilliam County Library Final Report of Art & Music Grant

10. NEXT REGULAR MEETING DATE

10.1. Next Regular Condon City Council is SECOND Wednesday of the month in January due to the holiday - Wednesday, January 8, 2020, 7 p.m.

11. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:56 p.m.

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_____Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator