



128 S Main St.
PO Box 445
Condon, OR 97823
P: 541-384-2711
F: 541-384-2700

City of Condon Regular Council Meeting Minutes Wednesday, March 3, 2021 7:00 PM

1. ZOOM LINK & LOCATION

1.1. Join Zoom Meeting

<https://us02web.zoom.us/j/83125915881?pwd=V3dma3dxc09HMnhZbFN0WHhLMU1Rdz09>

Meeting ID: 831 2591 5881

Passcode: 312531

One tap mobile

+12532158782,,83125915881#,,,,*312531# US (Tacoma)

+13462487799,,83125915881#,,,,*312531# US (Houston)

2. CALL REGULAR MEETING TO ORDER

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

3. ROLL CALL

Present: Mayor Jim Hassing; Councilors Jeremy Kirby, Donald Jamieson, Dawn Parm, Michael Cronk and Tom Fatland (zoom); Staff: PW Superintendent Gibb Wilkins, City Administrator Kathryn Greiner and Gilliam County Sherriff Gary Bettencourt and Sergeant Tory Flory.

Absent: Councilor Jan Stinchfield

4. ADDITIONS TO AGENDA

None.

5. PUBLIC COMMENT

5.1. 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

6. CONSENT AGENDA

6.1. Review & Approve the February 3, 2021 Regular City Council Meeting Minutes

A motion was made by Councilor Jamieson to approve the February 3, 2021 regular Condon City Council meeting minutes. The motion was seconded by Councilor Dawn Parm and approved unanimously.



128 S Main St.
PO Box 445
Condon, OR 97823
P: 541-384-2711
F: 541-384-2700

6.2. Review the February Accounts Payable

Councilor Jamieson asked what was paid to Peterson and PW Wilkins stated that it was to Peterson CAT for some filters for the backhoe.

6.3. Review the VISA Statements

No comment.

7. OLD BUSINESS

7.1. COVID19 Update

CA Greiner stated that the accounts for utilities remains about the same and that there are funds still available for people needing assistance. She asked that it remain the same with no late fees or shut offs and to have it reviewed next month.

7.2. Discuss Fiber RFP Response from Home Telephone Company

CA Greiner stated that the Request for Proposal (RFP) from Home Telephone Company was tabled, and the Fiber Council agreed that they may be able to negotiate with HTC to get city fiber network between City facilities. PW Wilkins asked that if a City fiber network was formed that it go past the golf course and park to use for system on the wells for irrigation. Councilor Jamieson stated that City fiber should not be strung until a design was made on how to use it. HTC said in their proposal that they did not have a redundant path in and out of Condon and Fiber Council members suggested working with HTC to get them connection. Councilor Jamieson suggested that the staff pull together a proposal of what is needed. CA Greiner stated that she was unsure of what is needed. The RFP was tabled.

7.3. Gilliam County Fire Services Agreement Revision

Councilor Jamieson, member of the Gilliam County Fire Services board said that they had met that day and they are working on forming an ORS 190 entity to form a stand alone administrative function. He said that South Gilliam Rural Fire had issues language added by the City that was for termination of the group and what would happen to the assets. CA Greiner said that Gilliam County Fire Services Coordinator Laci Olsen will be attending April's Council meeting to give an update of that organization.

7.4. Tiered Water Rate Discussion

CA Greiner stated that the tiered water rates would be in The Times-Journal this week and that if there was a consensus of the Council to move forward with what was proposed, it would be in the City's General Fee resolution that would come before the Council in April with rates going into effect June 1. Councilor Jamieson said that he would like to give the citizens one more month to ask questions and voice their concern.

Mayor Hassing asked if the attorney had commented on Haldorson's charging people for taking water at their location with CA Greiner stating that she did not have an answer. PW Wilkins said that he is meeting with a vendor to ask about a cardlock system for water, and that has talked to Haldorson about placing it on his property.

8. NEW BUSINESS



128 S Main St.
PO Box 445
Condon, OR 97823
P: 541-384-2711
F: 541-384-2700

8.1. Review & Approve Baseball Field Housing RFP

The City received one response for the housing development on the baseball field from Coy Real Estate LLC. Amy Coy stated that she felt that her proposal met the objective of the City which is to get homes built. She said that her proposal has purchasing the lots for \$10,000 for six lots for a total of \$60,000, which is comparable to lot prices in Condon at this time. She noted that the responsibilities of her company and the City are noted in the proposal which would have the City remove the fencing and dugouts, replat the block for 6- 100'x100' lots, install underground utilities that includes water, sewer, storm drain extensions, electric and internet. Coy requested that these items be completed within 90 days of sale of property. Coy's responsibilities would be to install sidewalks on Jefferson and McKinley Streets, list the lots for sale and have a penalty for the landowner if a house is not built within 24 month time period, and provide the buyers with a packet of information for building their home. Coy stated that in Phase I the lots that have not been sold her company would begin building homes for rentals or resale. Coy noted that this proposal was based on narrow profit margins on selling and building the homes.

Coy noted that the timelines proposed in her RFP would be contingent on the infrastructure being in place from time of sale and asked the City for a reasonable process of extensions if the homes cannot be built within 24 months. It was discussed that the McKinley Street would not be built until Phase II of the project. Coy noted that she has had a rental and housing presence in Condon for 15 years, and is currently building a duplex in Grass Valley. She stated that there is a list of 3-5 lots being sold immediately.

Councilor Jamieson asked if the utilities would go the lot line with CA Greiner stating that was what is in the plans with the engineers. She added that the water and sewer lines are all coming off McKinley Street by an easement to the properties on Jefferson Street. Mayor Hassing asked if the utilities would be underground, and CA Greiner noted that they would as a requirement in the RFP. Councilor Fatland asked if the re-selling of the 3-5 lots Coy has estimated is going to solve the City's housing problem. Coy responded that local realtor Linda Smith has a list of interest buyers, and she has also gotten names from CA Greiner that has contacted the city. Councilor Jamieson asked if a covenant was in place to not allow Air B and Bs. City Planner Kirk Fatland stated that the Planning Commission is looking at tighter restrictions of Air B and Bs at their April meeting.

It was discussed that the agreement drafted by the City attorney would include timelines, extensions and building requirements, plus the penalty or cost of not building within a certain time frame. Coy stressed that it is essential that the City can allow an extension for factors of lack of building supplies or other issues that may slow the ability to build a home in 24 months. Coy noted that lumber prices have gone up considerably in the last few months. PW Wilkins stated that recent correspondence from pipe suppliers that PVC pipe is also limited at this time. Councilor Kirby asked of the City's kickbacks or credits if the building was not done and what Coy considered "narrow profit margins" in her project. Coy responded that the re-selling of lots may be \$3,000 to \$5,000 per lot and building the homes herself would be \$20,000 or higher. She did note that this was a risk to build, but thinks that it can be accomplished.

Councilor Fatland asked Planner Fatland if this is going to be unattainable and if Pioneer Community Development Corporation (PCDC) would take this project on. Planner Fatland stated that Coy is wanting to take on this project that the City does not want to manage and that her estimates seem reasonable. He has also spoken with Rob Turrie of PCDC and though they do have funds, they are not interested in being the developer. Coy said that she has also visited with Turrie and discussed PCDC loans and financing for these such projects.

Steve Allen, editor of The Times-Journal asked if the City had considered selling the lots instead of turning over to a developer. Councilor Jamieson stated that the City did not want to be in the real estate business and allow someone with this expertise to get this developed. Councilor Kirby said that the price of \$60,000 seemed lot for six lots. Coy stated that talking with Smith, that this is a market rate of a vacant lot. CA Greiner added that the original price discussed was higher and if developed the buyer/builder would get a rebate back for the build and sidewalks installed making it approximately \$10,000-\$15,000 per lot. The prices were never set by the Council and if the Council accepted Coy's offer, then the agreement would have a clause to charge more for the lot if not built within a certain time frame. CA Greiner added that when this has been discussed the goal was to get houses then the property taxes over time would repay the cost of the development.

Infrastructure is anticipated to go out to bid at the end of March and an estimated timeline for completion would be September. Timelines for construction completion would need to be negotiated but not start until the infrastructure is in



128 S Main St.
PO Box 445
Condon, OR 97823
P: 541-384-2711
F: 541-384-2700

8.2. Review & Approve Solid Waste Agreement with Waste Connections, Inc. - Jim Winterbottom

Jim Winterbottom, District manager of Waste Connections stated that he was tasked to get contracts in place for franchise agreements by his company and noted that City of Condon's was out of date. He stated that it was signed in 2006, and although there was a draft with changes in 2015 it was not signed. He said that it was left the same as the draft copy and presented it back to the City. CA Greiner said that one change was noted that stated collection of all waste and recyclables and asked for clarification of the contract with metal and e-cycle recycle contracts. Winterbottom stated that it did not include the source separated contracts which is the above mentioned.

A motion was made by Councilor Fatland to approve the solid waste contract with Waste Connections. The motion was seconded by Councilor Parm and approved unanimously.

8.3. Discuss Condon Community Pool Operation & Golf Course Maintenance & Repairs

PW Wilkins stated that the City is advertising for a golf attendant for the 2021 season and that controls for the irrigation system has been streamlined from two boxes to one which should save water. The engineering for the golf course connection of City water to the golf course irrigation is expected to be completed by the end of the month with an estimated cost of \$100,000. The cost has the City crew laying the pipe from the 12-inch line to the pump house to alleviate the cost of the project. The City has enough 6" line for the connection in their stock pile for this project. Councilor Jamieson asked why it is costing so much. PW Wilkins stated that \$25,000 is for a building for the equipment and that may go down if they can use a pre-fabricated building. He added that a sensor for the irrigation to shut it off if raining has also been purchased for the cost of \$75.

Councilor Fatland said that he, CA Greiner, and John Achtel of The Pool and Spa House, with Councilor Jamieson joining for a portion of the conversation was held earlier in the day regarding the pool maintenance and repairs needed. Achtel is going to get an expert of solar systems in pools to come to Condon to evaluate the system, plus work with the other systems and ask Jamieson and Marshall to join them to evaluate the boiler system. Councilor Jamieson stated that he has a conflict of interest but has worked on boilers and solar systems for 40 years and thinks one person can do the job. He requested that the pool repairs go out to bid with an RFP. CA Greiner asked what would go in the RFP without having the problem diagnosed. Councilor Fatland said that the filtration system was discussed and although it is older, Achtel did not think that was the issue. Councilor Parm stated that it needs to be done as soon as possible to get the pool operating in time for the summer season. Discussion ensued of what would go in an RFP and if the Council wanted to have the solar expert come up prior to one issued. Councilor Cronk asked if it would cost to have the solar person come up with CA Greiner stating that there would be a cost. It was the consensus of the Council to have the solar person come up to do an evaluation to determine what would go in an RFP for the repairs.

8.4. Gilliam County Library Request to Modify Art & Music Grant

Gilliam County Library made a request to modify the Arts & Music grant that they received from the City from Missoula Children's Theatre to Border Collie International program in June, plus other library activities. It was the consensus of the Council to allow the modification as requested.

8.5. Discuss Condon Chamber of Commerce Concert Fund Request from 2020

Condon Chamber of Commerce asked to expend the 2020-21 funds that were awarded to them for concerts in the park in summer of 2020 to use for this summer's concerts. CA Greiner said that this money was budgeted in the current 2020-21 budget but would now be paid in June 2021. It was the consensus of the Council to approve the Chamber's request and have it paid in June of 2021.

8.6. Resolution 2021-04 - Declare Surplus of 1995 Chevrolet Pickup

A motion was made by Councilor Parm to approve Resolution 2021-04 - Declare Surplus of 1995 Chevrolet pickup. The motion was seconded by Councilor Cronk and approved unanimously.

9. STAFF REPORTS



128 S Main St.
PO Box 445
Condon, OR 97823
P: 541-384-2711
F: 541-384-2700

9.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins reported that 2.1 million gallons of water was pumped in February that is average for this time of year. He is attending short school remotely this week and that snow removal went smoothly. He reported that he is working with ODOT on the ADA ramp project in town and that the crew has been performing winter maintenance.

9.2. Police - Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt reported that 8 vehicles have been removed due to code violations, and that Deputy Lake has done an inventory of streetlights not working. The streetlight inventory was given to CBEC and they have done the needed repairs. Sheriff Bettencourt and Sergeant Flory presented to the Council that they are offering a citizen's academy in Arlington in April and Condon in August. They explained that it was to educate the residents of Gilliam County of the what the Sheriff's office does and to allow transparency of their office. Flyers were distributed to Councilors. Councilor Jamieson stated that the statistics show less traffic stops in Condon in February and Sheriff Bettencourt said it was due to other projects with less patrolling of the City.

9.3. Administration - City Administration Kathryn Greiner

CA Greiner reported that she has a contract for a company to do the Phase I environmental assessment of the Condon Grade School property from Maul Foster Alongi for the cost of \$4,500 for Phase 1 and \$1,500 for cost estimates of abatement. She said that this information is needed to apply for a grant from Oregon Brownfields that will be up to \$60,000 for abatement and estimates of the structure of the building. She reported that earlier in the day Columbia Gorge Community College presented to Gilliam County Court a program that would build tiny homes and asked about placing some in Condon. CA Greiner has a draft of survey questions for the community swimming pool and broadband for all residents of Gilliam County and will send them out to Councilors for changes. She noted that Planning Commission is busy with three hearings at their March 16 hearing - ODOT ADA sidewalk ramps, rezoning of the Baseball Field Housing from Open Spaces/Public to Residential and the comprehensive map change north of Cottonwood Lane with Gilliam County taking the lead on that project.

10. COUNCIL INFORMATION

None

11. NEXT REGULAR MEETING DATE

11.1. Next Regular City Council Meeting is Wednesday, April 7, 2021, 7 p.m.

12. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 8:46 p.m.

Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator