



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, May 5, 2021 7:00 PM

1. ZOOM LINK & LOCATION

1.1. <https://us02web.zoom.us/j/86484906560?pwd=MDVjQmxCcFRDcFJiemJYYmVWbUYxdz09>

Meeting ID: 864 8490 6560

Passcode: 947438

One tap mobile

+13462487799,,86484906560# US (Houston)

+16699006833,,86484906560# US (San Jose)

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 Jan Stinchfield, Donald Jamieson, Michael Cronk, Dawn Parm and Tom Fatland; Staff - City Administrator Kathryn Greiner and Public Works Superintendent Gibb Wilkins; Gilliam County Sheriff Gary Bettencourt (arrived 7:15 p.m.)

Absent: Councilor Jeremy Kirby

4. ADDITIONS TO AGENDA

4.1. **** Addition ** Review & Approve OLCC License for Buckhorn Saloon**

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



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6.1. Review & Approve the April 7, 2021 Regular Condon City Council Meeting Minutes

Councilor Fatland noted a correction on the April 7 minutes under 7.1 that should have read "12 of the 16 lots" not "12 of the 16 blocks."

A motion was made by Councilor Jamieson to approve the April 7, 2021 regular city council meeting minutes with correction. The motion was seconded by Councilor Parm and approved unanimously.

6.2. Review the April Accounts Payable

Councilor Cronk asked about the price of supplies to Ferguson for over \$23,000. PW Wilkins said that it was for three blocks of water line supplies that included pipes, fittings and hydrants.

6.3. Review VISA Statements

No questions.

7. OLD BUSINESS

7.1. COVID Update

CA Greiner said that she is working on locating the paperwork to receive the approximately \$142,000 grant funds from the American Rescue Plan funds. She said that late notices and door hangers were reinstated late last months and all of the accounts responded and have been cleared up.

7.2. Swimming Pool Update & Fee Recommendation

CA Greiner included a fee recommendation for the daily pool pass of \$3 for this year to encourage users to pay for season pool passes. The General Fee Resolution will come before the council at the June meeting for approval. Consensus of the Council to move forward with the daily pass price. She is working with pool manager Shellie Johnson and administrative assistant Jessica Isley on the pool start up and indicated that they will have swimming lessons this year with it being much smaller and opening it up to Gilliam County residents first. Pool repairs are moving along with solar system and sand filter being looked at to repair.

7.3. Fire Services Contract Update

CA Greiner stated that Gary Bettencourt will give an update on this contract but at a meeting the previous day with Laci Olsen, Shannon Coppock, Bettencourt and county attorney, they are working on some changes to the language of the Intergovernmental Agreement (IGA). She noted that the Gilliam County Fire Services Board will become a stand alone entity under ORS 190 which will require all entities to pass an ordinance and approve the IGA.

Bettencourt arrived and said that Coppock has asked that the change take place January 1, 2022 which will give the five entities time to pass the required ordinances. He said that one entity rarely meets so him and Olsen will work on getting them together to get this completed. CA Greiner said that it made sense to change the finances in January due to 1099s and W-2s that would need to be issued.

8. NEW BUSINESS



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8.1. Columbia Gorge Community College Construction Program Presentation - Dan Spatz

Dan Spatz, Columbia Gorge Community College (CGCC) Director of Capital Projects and Outreach, said that they are starting a Construction Technologies workforce training program at the college and are in discussion with Gilliam and Sherman Counties to partner with them financially in providing spaces that they made build homes. Spatz stated that CGCC has three new programs - Construction Technology which has been approved and will begin this fall; Advanced Metals and Fabrication that has also been approved and starts this fall; and Aviation Technology which has not been approved at this time but hope to have it going by 2022.

Spatz said that he is working with Gilliam County Judge Elizabeth Farrar Campbell on funding, plus has had conversations with local Arlington contractor Charlie Burdick and Rob Turrie of Pioneer CDC on financing of homes, and is looking at the City for places to locate homes with specific assistance in zoning, logistics that include infrastructure. Spatz had given the Council a draft of this program that included bullet points that asked about location of homes (tiny homes up to 1,200 square feet, accessory dwelling units), construction financing, infrastructure financing and discussion of existing infrastructure.

Spatz said that there is a "tsunami" of federal funds coming out with the federal rescue plans and CGCC is working with Oregon's Senators Wyden and Merkley to put together a federal request due next week. CA Greiner said that the federal request was discussed at the Gilliam County Court meeting and she was encouraged to apply for one for the infrastructure for the future housing development north of the golf course. Spatz invited CA Greiner to discuss adding the City's request to CGCC for their housing program, making it a regional project. They will meet to discuss the request.

Spatz is meeting with the Sherman County budget committee next week to discuss contributing funds for the program. Gilliam County has also been asked, and when asked how much for both counties to participate, Spatz said it was \$125,472 for both counties. The cost includes equipment and guest faculty with trade skills then they will look for location to build where there is infrastructure available.

The Council thanks Spatz for his time.

8.2. First & Second Reading of Ordinance 2021-01 - An Ordinance Amending the City of Condon Comprehensive Plan/Zoning Map for Specific Property in the city and Declaring an Emergency. (Baseball Field)

Two ordinances were given to the Council that must be completed for April's decisions on land use of the baseball field housing project and the rezoning of the UGB north of Cottonwood Road.

A motion was made by Councilor Stinchfield to read Ordinance 2021-01 - An Ordinance Amending the City of Condon comprehensive Plan/Zoning Map for specific property and Ordinance 2021-02 - An Ordinance amending the City of Condon Comprehensive Plan/Zoning Map for Specific Properties within the Urban Growth Boundary, adopting an Addendum to Comprehensive Plan and declaring an emergency. . The motion was seconded by Councilor Jamieson.

Yes- Stinchfield, Jamieson, Parm, Cronk, Fatland, No- None, Abstain- None Absent - Kirby. Motion approved.

CA Greiner read Ordinance 2021-01 and Ordinance 2021-02 by title only.

A motion was made by Councilor Parm to approve the first and second reading of Ordinance 2021-01 - An Ordinance Amending the City of Condon Comprehensive Plan/Zoning Map for Specific Property in the city and Declaring an Emergency. . The motion was seconded by Councilor Cronk.

Yes- Stinchfield, Jamieson, Parm, Cronk, Fatland No- None, Abstain- None Absent - Kirby

Motion passed.



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8.3. First & Second Reading of Ordinance 2021-02 - An Ordinance Amending the City of Condon Comprehensive Plan/Zoning Map for Specific Properties within the UGB Adopting an Addendum to the City's Comprehensive Plan, and Declaring an Emergency

A motion was made by Councilor Parm to approve the first and second reading of Ordinance 2021-02 - An Ordinance Amending the City of Condon Comprehensive Plan/Zoning Map for Specific Properties within the Urban Growth Boundary, adopting an Addendum and declaring an emergency. . The motion was seconded by Councilor Stinchfield.

Yes- Stinchfield, Jamieson, Parm, Cronk and Fatland No- None, Abstain- None Absent - Kirby

Motion carried.

8.4. Discuss & Approve Personnel Compensation Recommendations from Finance Committee

Council received minutes from Finance Committee that met April 15 to discuss compensation for city personnel. The Committee recommended part time and seasonal employees raised to \$17 an hour, plus part time employees at transfer station, recycle depot and janitorial to \$20 an hour. effective May 1, 2021. Finance Committee also recommended a 3% raise to Public Works and City Administrator positions with \$775 subtracted from CA Greiner's raise for health insurance premium.

Councilor Stinchfield noted the Council should accept the pay raise to be able to keep good employees and that the rate seemed reasonable. Councilor Fatland and Cronk agreed with the recommendation. CA Greiner noted that all raises are in the budget.

A motion was made by Councilor Stinchfield to approve the Finance Committee recommendation of raising administrative and seasonal park and golf employees to \$17 an hour, plus the part time employees of transfer station, recycle depot and janitorial be raised to \$20 an hour, effective May 1, 2021 . The motion was seconded by Councilor Jamieson and approved unanimously.

A motion was made by Councilor Fatland to Finance Committee recommendation of a 3% raise for Public Works and City Administrator positions with \$775 to be subtracted from CA Greiner's raise for health Insurance. The motion was seconded by Councilor Parm and approved unanimously.

8.5. Golf Course Irrigation Project Selection/Timeline

CA Greiner asked if the Council wanted to give authority to Mayor Hassing to approve the golf course bid that was due May 13, or have a special meeting to award the pump house contract.

A motion was made by Councilor Jamieson to grant Mayor Hassing authority to approve the bid for the golf course pump house project. The motion was seconded by Councilor Stinchfield and approved unanimously.

8.6. ** Review & Approve OLCC License for Buckhorn Saloon

Council received a request from Jessica Van Voorhis DBA Buckhorn Saloon for a liquor license. CA Greiner said that Van Voorhis said they would be operating under Hotel Condon liquor license as managers until this is approved.

A motion was made by Councilor Fatland to approve the liquor license for the Buckhorn Saloon. The motion was seconded by Councilor Cronk and approved unanimously.

9. STAFF REPORTS



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9.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins stated that 4.3 million gallons of water were pumped in April and that he is getting good feedback from the large water users after the rate increases were approved. The crew has started the installation of the water line on the golf course and has taken it across fairway #1. This project will be on hold next week while an employee is on vacation. The knapweed has been sprayed at City Farm and near the lagoons, plus the fairways have been reseeded at the golf course. He said that the streetlight at the point of the City Park was hit and the replacement is an ornamental light similar to the ones on Main Street that is made of steel, plus will be placed behind the ODOT sign. PW Wilkins asked the Council about two street closure requests - First Street by golf course for a film crew in May and North Main Street for the Harvest Classic (softball) at the end of June. Consensus of the Council to have PW Wilkins approve the closures. He said that with the recent pay increase he will look for an employee at the park position.

9.2. Public Safety - Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt reported that he is working with Donna Yonce, who submitted a letter to the Council, and her neighbor regarding spraying chemicals in her neighborhood and there is nothing that can be done at this time. He dealt with a person that had an offensive flag near the park who agreed to take it down due to children in the vicinity. The Sheriff's office is working on weed abatement with a deadline of June 15 for letters to be mailed with the hopes that they would be completed by July 4. He asked if any of the Councilors would be interested in attending the Citizen Academy sponsored by the Sheriff's office when it is held in Condon in August. He said it was successful in Arlington and felt that they did not have enough time to cover all the subjects or answer the questions from the participants. Councilor Fatland asked how many days it is held, with Sheriff Bettencourt saying that it is 8 days (up from 6 days in Arlington) which is 3 hours for each session. Mayor Hassing asked if the Sheriff's office was going to have an active shooter drill at the Condon schools and Sheriff Bettencourt said that one is not scheduled at this time. He did note that they are adding a School Resource officer at Arlington schools and is anticipating Condon will also participate.

9.3. Administration - City Administrator Kathryn Greiner

CA Greiner said that the Phase I environmental study has been completed for the Condon Grade School building and she will send out the executive summary to the councilors. The completed plan is over 400 pages and includes previous studies obtained from the Condon School District. She explained that the Phase I is just a general study of what hazards are in the building and the next step is to get a grant to do a Phase 2 that will map out the hazards in each room/space of the building and discuss if the underground storage tanks will be removed. The estimated cost of Phase 2 is \$70,000 so she is working with Business Oregon to obtain a grant for this and to have a structural analysis completed. CA Greiner noted that the Community Clean-up Free Transfer Station Day is Wednesday, May 12, 2-6 p.m. and volunteers will be offered a meal at the Elks burger night.

10. COUNCIL INFORMATION

10.1. Donna Yonce - Ordinance Request Weed Spraying

11. NEXT REGULAR MEETING DATE

11.1. The Next Regular City Council Meeting & Budget Hearing is Scheduled for Wednesday, June 2, 2021, 7 p.m.

12. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:46 p.m.



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_____, Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator