



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, November 3, 2021 7:00 PM

1. ZOOM LINK & LOCATION OF MEETING

- 1.1. Join Zoom Meeting
<https://us02web.zoom.us/j/83118949114?pwd=Z2c5M3BsUHR4dmxJNTMyeEE3WCtPUT09>

Meeting ID: 831 1894 9114
Passcode: 397491
One tap mobile
+16699006833,,83118949114#,,,*,397491# US (San Jose)
+12532158782,,83118949114#,,,*,397491# US (Tacoma)

2. CALL REGULAR MEETING TO ORDER

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

3. ROLL CALL

Present: Mayor Jim Hassing; Councilors Dawn Parm, Mike Cronk, Jan Stinchfield, Tom Fatland, Jeremy Kirby and Donald Jamieson; Staff - Public Works Superintendent Gibb Wilkins; City Administrator Kathryn Greiner and Gilliam County Sheriff Gary Bettencourt.

Absent: None

4. ADDITIONS TO AGENDA

None

5. PUBLIC COMMENT

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

None

6. CONSENT AGENDA

6.1. Review & Approve October 6, 2021 Regular Council Meeting Minutes

A motion was made by Councilor Fatland to approve the October 6, 2021 regular Condon City Council meeting minutes. The motion was seconded by Councilor Parm and approved unanimously.

6.2. Review Accounts Payable & VISA Statements

Councilors Fatland and Jamieson asked about the \$5,500 to Gary Bettencourt for Public Works supplies. PW Wilkins stated that it was for a utility trailer, and the plan is to surplus the current trailer. Councilor Fatland asked what the check was to The



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Automation Group and PW Wilkins stated that it was to the company that is the city's Integrator of Record that is designing the telemetry system. No questions on the VISA statements.

6.3. Review & Approve Payment to Crestline Construction

Crestline Construction submitted payment application number 2 in the amount of \$328,222.62. PW Wilkins stated that they are substantially complete with the Baseball Field project and are approximately one month ahead of schedule.

A motion was made by Councilor Fatland to approve the payment to Crestline Construction for \$328,222.62. . The motion was seconded by Councilor Cronk and approved unanimously.

7. OLD BUSINESS

7.1. Swimming Pool & Golf Course Update

CA Greiner stated that the city was successful in getting the Gilliam County Capital Investment grant for new boiler and pump repairs at the Condon Community Pool. She stated that due to the amount, the city should go out for three requests for bids, and that Councilor Jamieson stated that he would like to bid on it. A short discussion was how to get specifications for the boiler to put in an RFP. CA Greiner stated that she will reach out to Condon School District regarding the boiler system that was installed in the early 2000s and work with PW staff to obtain other information.

PW Wilkins reported that the golf course has used 115,000 gallons of water from the city system in a three-month period, which increased watering fairway stations from 5 to 20 minutes a day. He noted that the Senior Blues club will not be holding their tournament in Condon next June due to course condition and that staff is looking at holding townhalls this winter to determine the direction of the course.

7.2. Fairway Housing Update

Councilor Kirby updated the council on a meeting held earlier in the day with Gilliam County court, Pioneer Community Development Corporation, city and interested community members to discuss housing in Condon and approach to Fairway housing project. He noted that several of the participants have no issue with 20 units being built for affordable workforce housing and relayed that the Condon Chamber of Commerce receives 14 calls a month for housing. Councilor Kirby added that Gilliam County Court is asking for some project costs by April to possibly be included in their budget and that K'Lynn Lane of the Condon Chamber of Commerce is convening a meeting of local employers to get information on what employee housing needs may be. PCDC is looking at issuing an RFP for developer and the first draft will be done by Nate Stice of the Governor's office and CA Greiner.

8. NEW BUSINESS

8.1. Condon Chamber of Commerce Update & Transient Tax Distribution

K'Lynn Lane, Condon Chamber of Commerce Executive Director, introduced Brad Attig of Foundry Collective who is providing professional development to the local chamber for economic development. Lane presented to the Council a PowerPoint presentation of the chamber's operations. Lane stated that the Condon Chamber is working on rebranding and making it a three-county chamber with Sherman, Gilliam and Wheeler counties. Lane has been successful in getting a Business Oregon ROI grant to map the local ecosystem in the three counties. Condon Chamber of Commerce is also a participant in Oregon Main Street, which has become a national pilot program based on the local chamber's regional approach.

Lane discussed the media materials that include the Chamber such as the Eastern Oregon Visitors Association and agritourism brochures. She stated that they have chamber software that assists with the website and database for members, plus updated the Council on chamber events held throughout the year and future events. Lane summarized other funding sources from Gilliam County, Wheeler and Sherman Counties, plus other non-profit organizations to assist with the three-county rebranding and regional events. LShe anticipates more funds will be received from the other counties as the rebranding



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continues. She submitted a budget sheet showing the City of Condon funds distributed on events.

Councilor Stinchfield asked for assurance that the city's transient tax turnover was to Condon events not spread to the other counties. Lane assured her that it was spent in Condon. Councilor Parm commended her on the work that she does for Condon. Councilor Jamieson asked if the other local governments were going to participate with funds, and Lane said that only Condon has transient tax but she anticipates more county funds from others to support their activities. She added that Gilliam County has given her a three-year commitment to administer a small business grant program at \$65,000 a year.

8.2. Second Reading of Ordinance 2022-01 - An Ordinance to Form Gilliam County Fire Services ORS 190

A motion was made by Councilor Parm to approve the second reading of Ordinance 2022-01 - An Ordinance of the City of Condon Ratifying Creation of the Gilliam County Fire Services Agency in Accordance with ORS 190.085 by title only. The motion was seconded by Councilor Donald Jamieson - roll call - yes - Fatland, Jamieson, Kirby, Cronk, Stinchfield and Parm. No - None - Motion approved.

CA Greiner read the ordinance by title only.

A motion was made by Councilor Parm to approve the second reading of Ordinance 2022-01 - An Ordinance of the City of Condon Ratifying Creation of the Gilliam County Fire Services Agency in Accordance with ORS 190.085. The motion was seconded by Councilor Donald Jamieson - roll call - yes - Fatland, Jamieson, Kirby, Cronk, Stinchfield and Parm. No - None - Motion approved.

CA Greiner stated that the ordinance would go into effect in 30 days.

8.3. Review & Approve Gilliam County Fire Services Intergovernmental Agreement

A motion was made by Councilor Fatland to approve the Intergovernmental Agreement with Gilliam County Fire Services. The motion was seconded by Councilor Dawn Parm and approved unanimously.

8.4. Review & Approve Tentative Plat for Baseball Field Housing Project

A motion was made by Councilor Jamieson to to approve the tentative plat of the Condon Baseball Field project. The motion was seconded by Councilor Fatland and approved unanimously.

8.5. Review & Approve Hazardous Building Materials Survey and Structural Review of Condon Grade School by Maul Foster Alongi and Contract

CA Greiner explained that the RFP was broken out in the hazardous building materials survey for \$42,317, structural review for \$12,200 and an option for preliminary design and building code review of \$14,800. She explained that it was not prudent to approve the option if the structural survey came back that the building was not sound, but instead needed to be torn down.

A motion was made by Councilor Fatland to approve the contract with Maul Foster Alongi for the hazardous building materials survey and structural review of the Condon Grade School building in the amount of \$54,517. The motion was seconded by Councilor Parm and approved unanimously.

8.6. Review & Approve Resolution 2022-04 - General Fee Resolution

CA Greiner explained that she added the rental of the back office and conference room in City Hall, plus the table and chair rental.

A motion was made by Councilor Stinchfield to approve Resolution 2022-04 - General Fee Resolution. The motion was seconded by Councilor Jamieson and approved unanimously.

9. STAFF REPORTS

9.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins said that 2.8 million gallons of water was pumped at City Farm in October, which is 300,000 gallons below average. He measured the well depth in October and compared it to April's measurements and they all have gone up (more water). He surmised that it may be from less mowing and no cattle on the property. The Small City Allotment grant from ODOT was awarded for \$100,000 to pave Pennoyer and Trimble trees, plus place a sidewalk on the east side of Washington Street. This should be completed in Fall of 2022. PW Wilkins said that the Lower John Day Area Commission on



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Transportation met and estimated that if the federal infrastructure bill passes, that ODOT will have 40% additional funding. He is suggesting that it be used on sidewalks in Condon, specifically working with the Safe Routes to School priorities. He noted that the park and golf course has been winterized, that clean up is occurring on the Baseball Field project and paving of McKinley and Spring streets will be paved in that area next spring. Councilor Fatland inquired of Amy Coy's timeline. CA Greiner stated that the property will be deeded to her with payment December 1, 2021 and the clock will start on that day for development.

9.2. Police & Fire - Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt stated that the council should have received the October statistics in their packets and his staff has cited several golfers for non-payment. He noted that his office is working through the abatement process for property near the grade school with CA Greiner and city attorney Wyatt Baum. Sherrif Bettencourt stated that he would like to update the code regarding abandoned vehicles and CA Greiner suggested that his staff go through the ordinances and see if there are any other ones that may need updated, so they can do them at one time.

9.3. Administration - City Administrator Kathryn Greiner

CA Greiner said that her and PW Wilkins are having a virtual meeting with ODOT regarding the sidewalk project on North Main Street on Monday. She is waiting to hear if she is successful on a DLCD grant for technical assistance with code updates for \$30,000.

10. COUNCIL INFORMATION

10.1. ODOT SCA Grant Award Letter

11. NEXT REGULAR MEETING DATE

11.1. The next regular Condon City Council meeting will be held Wednesday, December 1, 2021, 7 p.m. at City Hall and with Zoom link available.

12. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 8:04 p.m.

Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator