



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 2, 2022 7:00 PM

1. ZOOM LINK & MEETING LOCATION

- 1.1. <https://us02web.zoom.us/j/87896603790?pwd=NHhIazd0TjhDS3lvVmErbC9TMVJtZz09>

Meeting ID: 878 9660 3790

Passcode: 786206

One tap mobile

+12532158782,,87896603790#,,,,*786206# US (Tacoma)

+13462487799,,87896603790#,,,,*786206# 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, Jan Stinchfield and Tom Fatland (zoom); Staff - Public Works Superintendent Gibb Wilkins, City Administrator Kathryn Greiner, Gilliam County Sheriff Gary Bettencourt, Planning Consultant Kirk Fatland.

Absent: None

4. ADDITIONS TO AGENDA

None

5. PUBLIC HEARING - A HEARING TO REVIEW & APPROVE A SUPPLEMENTAL BUDGET

5.1. Supplemental Budget Document

Mayor Hassing opened the supplemental budget hearing at 7 p.m. CA Greiner explained that it was to account for the water/pump project at the golf course that went over budget and three grants - two from Oregon Community Foundation for the Condon School District tennis court and swimming pool, plus a Gilliam County swimming pool grant. No questions were asked so Mayor Hassing closed the meeting at 7:01 p.m.

6. PUBLIC COMMENT

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

CA Greiner introduced Arlington City Recorder Kari Hayter and Public Works Superintendent Shanna Gronquist who were spending time with Condon staff to look at the operations of the Condon staff. The Condon staff will go to Arlington in the fall to attend their meeting and discuss possible joint projects.

7. CONSENT AGENDA



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7.1. Review & Approve the Regular February 2, 2022 Council Minutes

A motion was made by Councilor Parm to approve the February 2, 2022 regular city council meeting minutes. The motion was seconded by Councilor Cronk and approved unanimously.

7.2. Review the February Accounts Payable and VISA Statements

Councilor Jamieson asked about the expense for LED lights and PW Wilkins said that it was changing out the lights at the city shop.

8. OLD BUSINESS

8.1. Update Condon Grade School Analysis

CA Greiner stated that she had attached the draft structural report to the council packets that day from Livermore Architecture and Engineering, Inc. of the Condon Grade School Building and a quote from Maul Foster Alongi for additional contract amount for additional testing. She said that after review, to get better abatement costs on the building, the additional work was to do additional testing on the north and south wings, plus the exterior. After further view of the building, it was determined that the south wing has similar flooring to the main portion of the building and it is safe to assume that it is asbestos and doesn't need testing. If the City were to demolish the building, the exterior material would need to be tested and it was thought that the tiles on the north portion of the building may not be asbestos and to have both of them testing. CA Greiner noted that the original contract was for \$69,000 and asked the council if they would consider allowing her to enter into additional work as long as she stayed within the \$69,000 contract amount. She noted that there is a grant of \$60,000 from State of Oregon for this project and City has a match to the grant. It was the consensus to allow CA Greiner to enter into additional testing and getting some abatement numbers up the \$69,000 contract amount.

PW Wilkins went through the building with Gary Livermore and Dallas Harsin approximately two weeks ago and found that there is a cement support wall around the first floor of the main building, that the wings are in good shape and the playshed has no issues. Councilor Cronk and Stinchfield both said that the report was better than expected. PW Wilkins said that the seismic issues may be corrected by furring out the walls, which if remodeled for housing would be done anyway.

CA Greiner stated that she believed that the council needed a master plan of what they wanted on the two block school property. She said that several alumni of Condon Grade School had contacted her with the interest of saving the school property. Vernon Grey has done some preliminary designs of apartments in the wings that would add eight apartment units to the school. Councilor Jamieson said that he was opposed to the city owning any housing or taking on this project and he also said that it needs to be a community group not just alumni. Councilor Fatland agreed that it should be a community group that would participate. CA Greiner asked how they wanted to appoint the group and if the full council wanted to participate, with Councilor Fatland asking if the council is the final authority - which they are as owners of the property. CA Greiner said that during the baseball field development it was discussed that a portion of the school property remain green or recreational space in the city. After a discussion, the council directed CA Greiner to gather a committee of 6-10 community members with interested councilors to participate and to see if there is a facilitator that may have some experience in housing or mixed use projects.

8.2. Update Downtown Wifi Network Plan

CA Greiner stated that a tech company that works for Gilliam County will be in Condon this month and will look at creating a server room at City Hall and designs a Main Street wifi system. She has also contacted Windwave to see what the cost of 1 gig of service would cost over the 200 meg circuit that is currently coming into City Hall. This was an item discussed at the council retreat.

9. NEW BUSINESS

9.1. Presentation of Zoning Ordinance Update - Kirk Fatland of Tennseon Engineering

City Planner Kirk Fatland presented the planning commission's approximate 9-month review and revision of the of the Residential 1 zone in the city's code. He said that there are three tiers to this project with 1- the permitted uses; 2- allowable uses that can be administratively approved with certain criteria that must be met; and 3 - the conditional uses. Fatland went through the definitions that had very few changes other than clarifying dwelling units and short term rentals.



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Permitted uses remain single family dwellings, with duplexes, triplexes, fourplexes, accessory dwelling units (ADU), townhomes and short term rentals (similar to Air B&B) having to meet new criteria that are classified as "supplemental provisions." Apartments were added to Conditional Use Permit chapter as they may require special consideration by the planning commission or council for approval. Under this section major changes were made to setbacks, area requirements for multi-family housing parking regulations and design features. Many of the items were streamlined to allow more flexibility in construction for housing stock. Accessory structures were also revised to allow for 16' building heights and to prohibit containers. Formerly, containers were allowed with peaked roof and proof that they were not formerly used for hazardous wastes.

The new criteria for multi-family housing ADUs and townhomes were presented with similar design standards as single family homes and parking requirements.

CUPs were revised to allow less items that would fall under this category of what the planning commission has seen at their required hearings.

Sheriff Bettencourt stated that he had issues with not enough planning on multi-family units as most people have more than one car per unit. Mayor Hassing asked if people have containers now if they would have to be removed. Fatland stated that they would be grandfathered in if they were put in prior to the rules being implemented.

Fatland stated that the proposed changes would go through the ordinance process at the council level, but must go through the hearing process at the planning commission meeting and be noticed to Oregon DLCD. The schedule for this process is to notice DLCD in March, public hearing at the planning commission at April meeting, first reading of ordinance at the May council meeting and second and final reading at the June council meeting.

9.2. Discuss Applying to Oregon Main Street Program Through Oregon Frontier Chamber of Commerce

The council received information of the Oregon Main Street Program in their packet that was received by K'Lynn Lane of the Oregon Frontier Chamber of Commerce. CA Greiner stated that the city had done a OMS assessment in 2009 which was attached to the packet and the reason that Condon didn't participate in 2009 was that it required staff that the city did not have available. The program allows for grants, technical assistance and possibly another community assessment. This program does not commit any funds or obligations to the program.

It was the consensus of the council to sign up for the OMS program with the Oregon Frontier Chamber of Commerce.

9.3. Land Exchange with Condon School District for ADA Sidewalks

PW Wilkins explained that when ODOT was working on the ADA sidewalk ramp project, they realized through their surveys that a portion of the sidewalks were on private property and not in the state's right-of-way (ROW). ODOT cannot use federal funds for projects if they are not in their right way, so this allows them to proceed with the ADA ramps as planned. The school is required to do a land swap with the city in two places by Condon High School and near the track.

A motion was made by Councilor Stinchfield to approve the land swap with Condon School District to allow for the ODOT ADA project to proceed. The motion was seconded by Councilor Cronk and approved unanimously.

9.4. Review & Approve Resolution 2022-06 - A Resolution of a Supplemental Budget

A motion was made by Councilor Jamieson to approve Resolution 2022-06 -Adopting Supplemental Budget . The motion was seconded by Councilor Parm and approved unanimously.

10. STAFF REPORTS

10.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins reported that 2 million gallons of water were pumped in February and the Fairway Housing water and sewer project has been completed by the contractors. The city crew is responsible for reseeding the golf course and it will be done when the ground dries out from the recent rains. A pump went out at the headworks and is being replaced and Watkins Trucking is doing some mechanical work on the 10-yard dump truck. PW Wilkins has completed a Safe Routes to School (SRTS) grant for sidewalks and hopes to get some technical assistant money to complete the local SRTS plan in coordination with the Condon School District. Public Works crew has been doing maintenance on machinery, burning weeds and building check dams at City Farm. He reported that the Burning Barrel Open will be held March 12 on the golf course.



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10.2. Police & Fire - Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt reported that the Gilliam County Fire Services is holding interviews this week for the coordinator position and he has offered a job to a person for a deputy position in his office. He said he has dealt with a lot of dog issues and that the abatement trial of John Reser was complete and he was found guilty. The city needs to follow up on the abatement of Reser property per the court order.

10.3. Administration - City Administrator Kathryn Greiner

CA Greiner said she followed up on EV charging stations and is in discussion with Judge Farrar-Campbell about placing them at the library and consider them in the county's budget process. She reported that she received \$59,452 from the Coy Real Estate for the baseball field lots; that CIS health insurance will not increase, but property/liability insurance will increase 15-20% next year. She requested that the Finance Committee set a date to discuss employee compensation and projects that will go in the 2022-23 budget and that Sen. Merkley will hold a virtual town hall Tuesday, March 15, 4 p.m. for local leaders which the councilors are invited, followed by a public town hall at 4:30 p.m.

11. COUNCIL INFORMATION

11.1. Condon Chamber of Commerce Budget Document 2021-22

12. NEXT REGULAR MEETING DATE

12.1. The next regular Condon City Council meeting is Wednesday, April 6, 2022, 7 p.m.

13. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 8:02 p.m.

Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator