



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, June 1, 2022 7:00 PM

1. ZOOM LINK & MEETING LOCATION

- 1.1. <https://us02web.zoom.us/j/82032372683?pwd=dDJhYmJHdFlpNXNFOGxhRTdZSHZldz09>

Meeting ID: 820 3237 2683

Passcode: 957563

One tap mobile

+13462487799,,82032372683#,,,957563# US (Houston)

+16699006833,,82032372683#,,,957563# 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, Tom Fatland, Michael Cronk, Donald Jamieson & Jeremy Kirby; Staff - Public Works Superintendent Gibb Wilkins & City Administrator Kathryn Greiner

Absent: Councilor Dawn Paum & Gilliam County Sheriff Gary Bettencourt

4. ADDITIONS TO AGENDA

** Larry Conaway Land Purchase Request

- 4.1. *** Review & Approve Resolution 2022-07 - A Resolution Declaring the City's Election to Receive State Revenues

- 4.2. *** Larry Conaway Land Purchase Request

5. PUBLIC COMMENT

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

None

6. PUBLIC HEARING - BUDGET & STATE REVENUE SHARING

- 6.1. Open Hearing

Mayor Hassing opened the budget hearing at 7 p.m.

- 6.2. Public Input on Budget & State Revenue Sharing



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None

6.3. Close Hearing

Mayor Hassing closed the budget hearing at 7:01 p.m.

7. CONSENT AGENDA

7.1. Review & Approve Regular Condon City Council May 4, 2022 Meeting Minutes

A motion was made by Councilor Stinchfield to approve the May 4 regular Condon City Council meeting minutes. The motion was seconded by Councilor Jamieson and approved unanimously.

7.2. Review May Accounts Payable and VISA Statements

No comments.

8. OLD BUSINESS

8.1. Condon Grade School Facility Update

The council received an update of the CGS Committee meeting that was held immediately proceeding the council meeting. The council also received the executive summary of the hazardous building materials survey, maps of where the "hot" spots were in the CGS building, and estimates of abatement and demolition. The estimates were \$499,000 for abatement and \$500,000 for demolition.

Request for Proposals for the heating system in the playshed are due next week with several companies showing interest in submitting RFP. CGS Committee has asked that the council consider moving forward with a landscape design as greenspace in the playground area. CA Greiner has contact University of Oregon School of Landscape Architect to inquire about a student doing a design and requested that the council approve up to \$5000 for a preliminary plan. She said that in discussion with Gilliam County Judge Farrar Campbell, that if an intern is secured, the county has two projects and may be interested in contributing toward paying for a landscape architecture plan.

At the CGS Committee meeting earlier in the evening, CA Greiner listed that that Committee asked what the council needed from them and that they were fine with any changes that the council deemed appropriate. Priorities of the committee were listed for the playshed heating system, green space of the playground planned by a landscape architect, housing in the wings and reserve judgement of the main building as plans are being formed. CA Greiner asked if the council wanted her to move forward with the landscape architect. It was the consensus of the council to allow \$5000 for a landscape architect to draw up a plan and to possibly work on a plan for the golf course and green space by the Baseball Field Housing development.

The Committee, particularly Councilor Kirby, also discussed the possibility of a urban or rural planner for an over-reaching plan of the city. CA Greiner stated that in the discussion it was noted that Portland State University has a program of planners and will inquire if they may have a student or an idea of how to formulate a plan.

Discussion was held regarding how to move forward and what priorities would need to be made on the building. CA Greiner stated that it would be a multi-year project and that her next steps would be to start investigating grants for abatement of the building. Councilor Jamieson said that the council didn't need to be in a hurry but to "button up" the facility to make sure that it was winterized as programs were fleshed out. Councilor Fatland asked if the stucco exterior could be covered up and sealed rather than abate. CA Greiner will inquire if that is possible, but suggested if all is done the facility will be that completely clean slate.

CA Greiner's list is to get a landscape architect, check with Portland State University regarding an urban/rural town planner and start looking at grant opportunities.

9. NEW BUSINESS



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9.1. Waste Connections Rate Discussion

Jim Winterbottom, Waste Connections manager, presented the council a request to increase garbage rates by 5.94%. The increase is from 2021 due to rising costs of fuel, medical insurance and landfill disposal, but did indicate that if the prices continue to increase in 2022, the increase will be larger in 2023.

CA Greiner thanked Winterbottom and Waste Connections for picking up the appliances and metals that were not getting picked up by the scrap metal contractor.

A motion was made by Councilor Fatland to . The motion was seconded by Councilor Cronk and approved unanimously.

9.2. Community Renewable Energy Grant Program - Alan Hickenbottom

Alan Hickenbottom has been hired by Gilliam County to write a grant to the Oregon Department of Energy (ODE) for the Community Renewable Energy and Energy Resilience Projects and are asking the city if the Condon Grade School building could be the project. Hickenbottom stated that the ODE has a program that was funded in the 2021 legislature for \$100,000 planning and \$1 million construction grants for rural and travel communities. He has discussed this grant with Gilliam County Commissioner Pat Shannon and CA Greiner and the CGS building was highlighted as a good project for an emergency gathering place in case of an emergency when there is an extended power outage. Solar power and battery will be used to power the facility. Hickenbottom said at this point he needed to determine if the city is willing to do the project at the CGS facility, and if so he would need them to be the grant applicant, supply a letter of support, but no city funds and needed at this time.

Hickenbottom noted that the CGS facility would make "an excellent location" and if successful with the planning and construction, a system should be fully funded by the grant. He indicated that community support would be needed with public hearings and input. Commissioner Shannon added that EV car stations would also be a part of the plan. Mayor Hassig inquired about the amount of energy produced and Commissioner Fatland asked if there would be a supply chain issue with needed technology supplies. Hickenbottom stated that he would supply portions of the CGS building, but not all, and that the supplies would not be needed for another year, so he believes that it will not be an issue getting the needed equipment for the project. Hickenbottom said that he has spoken with Andy Fletcher of CBEC and the extra energy may be a credit on the city's bill, but will not be a revenue stream.

It was the consensus of the council to have Hickenbottom have the city as the applicant and move forward with the grant process. CA Greiner noted that the budget has a fund for the CGS facility and has budgeted approximately \$1.4 million to allow for grant funds to be received.

9.3. Second Reading Ordinance 2022-02 - Residential 1 Zone

A motion was made by Councilor Jamieson to have the second reading of Ordinance 2022-02 - A Ordinance to Revising Zoning in Chapter 152: Zoning Regulations by title only. The motion was seconded by Councilor Fatland. Roll Call. Yes- Fatland, Stinchfield, Jamieson, Cronk, Kirby, No- None, Abstain- None Absent: Parm. Motion carried.

CA Greiner read the Ordinance by title only.

A motion was made by Councilor Stinchfield to approve the second reading of Ordinance 2022-02 - A Ordinance to Revising Zoning in Chapter 152: Zoning Regulations by title only. The motion was seconded by Councilor Fatland. Roll Call. Yes- Fatland, Stinchfield, Jamieson, Cronk, Kirby, No- None, Abstain- None Absent: Parm. Motion carried

CA Greiner stated that the new ordinance will go into effect July 1, 2022.

9.4. Review & Approve Resolution 2022-06 - A Resolution Adopting the 2022-23 Budget and Making Appropriations

A motion was made by Councilor Fatland to approve Resolution 2022-06 - A Resolution Adopting the 2022-23 Budget and Making Appropriations. The motion was seconded by Donald Jamieson and approved unanimously.

9.5. Contracts - TAG Phase I - SCADA System r1 & American Legal Publishing - Recodification of City Ordinances



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CA Greiner added two contracts to be signed by Mayor Hassing to the packet for the council's review. The TAG agreement was for a Phase I SCADA System for \$99,762 and has been budgeted. The American Legal Publishing for ordinance codification update has also been budgeted, plus is before the public contracting threshold. Councilor Fatland asked for clarification of the TAG agreement, with PW Wilkins stating that it was for an update of the technology or telemetry system.

9.6. * Larry Conaway Land Purchase Request**

Council received a letter from resident Larry Conaway asking to buy the city owned lot behind his residence. The lot has a sewer line running through it and his letter stated he was aware that he could not build on the sewer and an easement would be needed. CA Greiner said that any sale of public property must go through a public hearing process and she needed to inquire with attorney Wyatt Baum how the sale could be conducted. Councilor Jamieson stated that he did not like to sell public property with Councilor Stinchfield in agreement. The councilors discussed not allowing any structures being built on the property as a deed restriction. CA Greiner was directed to have a conversation with Baum and come back to the July meeting with details on how the property could be sold with deed restriction.

9.7. ** Review & Approve Resolution 2022-07 - A Resolution Declaring the City's Election to Receive State Revenues

A motion was made by Councilor Fatland to approve Resolution 2022-07 - A Resolution Declaring the City's Election to Receive State Revenues . The motion was seconded by Councilor Cronk and approved unanimously.

10. STAFF REPORTS

10.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins said that 4.3 million gallons of water were pumped during May, which is approximately half of what was pumped last May and 2 million gallons below average. He was asked about the water on the golf course and stated that 31,000 gallons of city water was used in May and it would have been less, but they had a leak on #9. He did not have an update on ODOT summer projects on North Main Street or the ADA ramp projects. He is going to apply for an ODOT SCA grant and asked councilors to email him if they had requests for certain streets to be in the application. He stated that he was successful in the ODOT Safe Routes to School grant for planning and that the city was successful for obtaining funding from Gilliam County for Pennoyer and Trimbel Street construction by the new Condon Grade School. He reported that #7 green at the golf course is coming "in" and that he is working to paint several areas of yellow curbs to gray to allow parking. PW Wilkins anticipates that the crew will begin digging the sewer line on Oregon Street in the next couple of weeks and the two blocks of water improvement will begin after July 4.

10.2. Police & Fire - Gilliam County Sheriff Gary Bettencourt

Written statistic report was attached to the packet.

10.3. Administration - City Administrator Kathryn Greiner

CAGreiner invited the councilors to the regional League of Oregon Cities Small Cities meeting in Condon on Thursday, June 23, 11 a.m. to 1 p.m. That she has the forms for candidates to file for election, but will have the timelines for the election in the next several weeks. She stated that pool manager Shellie Johnson was having issues with finding adequate guards for lessons, but anticipates that the pool will open Monday, June 21. Councilor Jamieson updated the council that Jamieson & Marshall has installed a new heater, which is working on the pump and has a leak that will need to be fixed next week. CA Greiner asked that the council consider starting the approved raises for the hourly staff on June 1 as some are struggling with the higher costs of fuel and groceries. Councilor Stinchfield asked if the budget will allow them to begin early, with CA Greiner stating that she will double check but budget extra in expenses and is confident it will be within the appropriations. It was the consensus to allow the hourly employees' 2022-23 raises to go into effect June 1, 2022.

11. COUNCIL INFORMATION

11.1. House Bill 2560 - Public Meeting Update

12. NEXT REGULAR MEETING DATE



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

13. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 8:15 p.m.

Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator