



128 S Main St.
PO Box 445
Condon, OR 97823
P: 541-384-2711
F: 541-384-2700
<http://cityofcondon.com/>

AGENDA
BUDGET HEARING & REGULAR CITY COUNCIL MEETING
128 S. MAIN STREET, CONDON, OREGON 97823-0445
WEDNESDAY, JUNE 7, 2023, 7:00 PM

<https://us02web.zoom.us/j/89043585072?pwd=RVc5S2U4VINlbDd0RDhkY0pQRSt6dz09>

Meeting ID: 890 4358 5072

Passcode: 283027

1. CALL REGULAR MEETING TO ORDER
2. ROLL CALL
3. ADDITIONS TO AGENDA
4. PUBLIC COMMENT
 - 4.1. The council may hear discussion of unannounced items from the floor and comments on the agenda items. Comments are limited to five (5) minutes.
5. PUBLIC HEARING - BUDGET AND STATE REVENUE SHARING
 - 5.1. Open Hearing
 - 5.2. Public Input on Budget & State Revenue Sharing
 - 5.3. Close Hearing
6. CONSENT AGENDA
 - 6.1. Review & Approve May 3, 2023 Regular City Council Meeting Minutes and May 17, 2023 Special Meeting Minutes
 - 6.2. Review May 2023 Accounts Payable & VISA Statements
 - 6.3. Review & Approve Payment to Cleary Building for City Shop Project
7. OLD BUSINESS
 - 7.1. Discuss Murals in Historic District
8. NEW BUSINESS
 - 8.1. Waste Connections Rate Discussion
 - 8.2. Review & Discuss Finance Committee Recommendations
 - 8.3. Review & Approve Resolution 2023-05 - A Resolution Adopting the 2023-24 Budget and Making Appropriations
 - 8.4. Review & Approve Resoluition 2023-06 - A Resolution Declaring the City's Election to Receive State Revenues
 - 8.5. Discuss Transfer Station & Recycle Depot Hours
 - 8.6. Review & Discuss Alley Vacation Request & Sale City Owned Lot
 - 8.7. Resolution - 2023-07 -Enterprise Zone Co-Sponsor Agreement
9. STAFF REPORTS
 - 9.1. Public Works – Public Works Superintendent Gibb Wilkins

9.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

9.3. Administration – City Administrator Kathryn Greiner

10. COUNCIL INFORMATION

10.1. Transfer Station Inspection Report

11. NEXT REGULAR MEETING DATE

11.1. The Next Regular Condon City Council Meeting is Wednesday, July 5, 2023, 7 p.m.

12. ADJOURN REGULAR MEETING

If necessary, Executive Session may be held in accordance with ORS 192.660(2)() As this is a regular meeting of the Condon City Council, other matters may be addressed as deemed appropriate by the Council. Assisted listening device is available for persons with impaired hearing and should be scheduled for council meetings three working days prior to the Council meeting. The City of Condon is an Equal Opportunity Provider and Employer. Complaints of discrimination should be sent to City of Condon Administrator, PO Box 445, Condon, OR 97823.

Agenda prepared and distributed June 1 2023



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City of Condon Regular Council Meeting Minutes Wednesday, May 3, 2023 7:00 PM

1. CALL REGULAR MEETING TO ORDER

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

2. ROLL CALL

Present: Mayor Jim Hassing; Councilors - Dustan Hall, Dawn Parm, Jan Stinchfield, Jeremy Kirby, Donald Jamieson; Staff - City Administrator Kathryn Greiner and PW Superintendent Gibb Wilkins.

Absent: Councilor Tom Fatland; Staff - Gilliam County Sheriff Gary Bettencourt

3. ADDITIONS TO AGENDA

None

4. PUBLIC COMMENT

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

Barbara Anderson - stated that the council did not follow protocol on the passing of the short-term rental moratorium. She stated that the moratorium would inhibit her ability to do business and have effects her business.

5. CONSENT AGENDA

5.1. Review & Approve the April 5, 2023 Regular Council Meeting Minutes

A motion was made by Councilor Parm to approve the regular April 5, 2023 council meeting minutes. The motion was seconded by Councilor Hall and approved unanimously.

5.2. Review Accounts Payable and VISA Statements

Councilor Jamieson inquired the label "golf trip" on the VISA statement and heard that it was public works staff getting supplies in Hermiston.

6. OLD BUSINESS

6.1. Fairway Housing Update

CA Greiner and PW Wilkins are meeting with planner Kirk Fatland tomorrow to discuss the process of moving forward with Fairway Housing subdivision process. The plan was discussed briefly at the April 18 planning commission meeting.

6.2. Condon Grade School Update

The Condon Grade School (CGS) campus was deeded to Port of Arlington Environmental Sentry Corporation (ESC) last week. The Port of Arlington is holding their second meeting to take public comment on their strategic plan on May 18, which includes all Port activities including the CGS facility. CA Greiner will email councilors when the time has been set. She noted that the council packet included the landscape drawing that was completed by University of Oregon landscape architect student Jenna Witzleben that is the property of the city, but may not be used unless the property comes back from ESC after abatement.

7. NEW BUSINESS



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7.1. Discuss Golf Course Clubhouse Project

CA Greiner stated that a recent review of the golf course clubhouse showed that it needs major repairs or demolition. She obtained a quote for demolition and removal of the building of approximately \$6,500 but the contractor stated that ideally it would need to be completed when the ground is frozen so as to not ruin the grass on the course. CA Greiner also had Vernon Grey do a rough draft of a building that is similar to a building at Cottonwood Canyon State Park that would allow for social gatherings or smaller events. She stated that she was looking for a building that would be easy to maintain and asked the council how they wanted to proceed. Councilors Jamieson and Stinchfield stated that they did not want to demolish without a plan for a building to go up. CA Greiner stated that she did not budget for a new building at the golf course, but did have \$75,000 in the budget for plans in the 2023-24 budget. After a brief discussion, it was determined that this issue would be assigned to the Park & Recreation Committee.

8. STAFF REPORTS

8.1. Public Works – Public Works Superintendent Gibb Wilkins

PW Wilkins reported that 2.5 million gallons were pumped at City Farm in April. He said that the excavator should be back in working order next week and he is jetting the storm drain on Main Street that has been plugged with dirt. PW staff are working at the golf course repairing sprinklers and preparing to lay sod on #7. The pivot is being readied to be turned on for the season and the ODOT Safe Routes to School project plan is being completed. The bid for the Trimble Street project is due May 9 and alerted the council that a special meeting will be called to approve the winning bid 1-2 weeks after the deadline. Councilor Jamieson asked when McKinley and Spring streets are scheduled to be paved. PW Wilkins stated that the company doing the paving is hoping to combine projects scheduled at the school, which are scheduled to be completed before the 2023-24 school year start.

8.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Police stats were attached to the packet.

8.3. Administration – City Administrator Kathryn Greiner

CA Greiner stated that the city shop building is moving forward with working through a contract with Cleary Building. She stated that she has been approached by the Condon Food Pantry to use the Ward Street shop when the county completes their new bus barn by the fairgrounds. They ask to use the south end of the building, knowing that it will need some upgrades that include electricity, heating and cooling. It was determined that the council would discuss at their retreat next winter when more details may be available. CA Greiner noted that the community clean-up is scheduled for Friday, May 19, 9 a.m. to 1 p.m. and that she is working to get the Memorial Hall grant for air conditioning units and floor re-finishing to be completed by this fall. She stated that she had budgeted for new windows in the administrative office and had a preliminary plan drawn up by Vernon Grey which kept the bay window design. Councilors Stinchfield and Parm stated they wanted to keep the bay window and Councilor Jamieson stated that he would like to see it removed. It was the consensus of the council to keep the bay window and allow CA Greiner to go out to bid to replace the windows. CA Greiner also asked the council to set a Finance Committee meeting in May and the joint meeting of the council and planning commission to discuss short-term rentals in June. She will coordinate meeting dates with the committees and council.

9. COUNCIL INFORMATION

9.1. Community Clean-up - Friday, May, 19, 2023

9.2. Trimble Project Bid Advertisement

9.3. DEQ Recovery Report

10. NEXT REGULAR MEETING DATE



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10.1. The next regularly scheduled meeting of the Condon City Council will be Wednesday, June 7, 2023, 7 p.m.

11. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:26 p.m.

Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator



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City of Condon Special Council Meeting Minutes Wednesday, May 17, 2023 5:30 PM

1. CALL SPECIAL MEETING TO ORDER

Mayor Jim Hassing called the special meeting to order at 5:30 p.m.

2. ROLL CALL

Present: Mayor Jim Hassing; Councilor Dustan Hall, Dawn Parm and Jan Stinchfield; Staff - City Administrator Kathryn Greiner and PW Superintendent Gibb Wilkins.

Absent: Councilors Donald Jamieson, Tom Fatland and Jeremy Kirby

3. NEW BUSINESS

3.1. Review & Award Trimble & Washington Street Construction Project

Andy Linsley of Anderson Perry & Associates engineer stated that the bids for Trimble and Washington Street came in higher than estimated, but the overall cost of the project is still on budget. The project included paving Pennoyer Street, which was done last fall prior to the start of the school year. Three bids were received with Brown Construction, Inc. having the lowest bid of \$266,969. The other two bids were K3 Construction, LLC at \$280,900 and Eastern Oregon Contracting, LLC at 378,243.10.

A motion was made by Councilor Parm to approve the Brown Construction, Inc. bid of \$266,969 for the Washington and Trimble Streets Project. The motion was seconded by Councilor Hall and approved unanimously.

3.2. Approve Down Payment to Cleary Building for City Shop Project

CA Greiner explained that checks over \$50,000 must be approved by the council and the down payment of \$61,110 to Cleary Builders was due to being that project.

A motion was made by Councilor Stinchfield to approve the downpayment to Cleary Builders for \$61,110 for the city shop project. The motion was seconded by Councilor Parm and approved unanimously.

4. ADJOURN SPECIAL MEETING

Mayor Hassing adjourned the special meeting at 5:35 p.m.

Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator

Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
ACCTECH - A SYSTEMS INTEGRATOR							
1551	ACCTECH - A SYSTEMS INTEG	5166	TECH SUPPORT SVCS	05/01/2023	375.00	.00	
Total ACCTECH - A SYSTEMS INTEGRATOR:					375.00	.00	
ANDERSON, PERRY, & ASSOC.							
112	ANDERSON, PERRY, & ASSOC.	74911 TRIMBL	TRIMBLE & PENNOYER ST IMP	05/08/2023	4,240.00	.00	
Total ANDERSON, PERRY, & ASSOC.:					4,240.00	.00	
ARAMARK UNIFORM SERVICES							
115	ARAMARK UNIFORM SERVICES	APRIL 2023	Janitorial	04/30/2023	406.32	.00	
Total ARAMARK UNIFORM SERVICES:					406.32	.00	
AT&T MOBILITY							
599	AT&T MOBILITY	872564008X04	PHONE	04/06/2023	18.49	.00	
599	AT&T MOBILITY	872564008X04	PW Cell Phone	04/06/2023	18.48	.00	
Total AT&T MOBILITY:					36.97	.00	
BAUM SMITH LLC							
831	BAUM SMITH LLC	32123	GRADE SCHOOL TRANSFER	04/19/2023	376.50	.00	
831	BAUM SMITH LLC	32123	Admin Legal	04/19/2023	367.50	.00	
Total BAUM SMITH LLC:					744.00	.00	
BENNETT'S POINT S TIRE & AUTO							
859	BENNETT'S POINT S TIRE & AU	1055377	GOLF LAWN MOWER	04/14/2023	715.00	.00	
859	BENNETT'S POINT S TIRE & AU	1055592	2010 CHEVY MAINTENANCE	05/04/2023	604.03	.00	
859	BENNETT'S POINT S TIRE & AU	1055592	2010 CHEVY MAINTENANCE	05/04/2023	604.03	.00	
Total BENNETT'S POINT S TIRE & AUTO:					1,923.06	.00	
BOHN'S PRINTING							
148	BOHN'S PRINTING	APRIL 2023	Copier Charge	04/28/2023	7.74	.00	
Total BOHN'S PRINTING:					7.74	.00	
BOX R WATER ANALYSIS LAB							
151	BOX R WATER ANALYSIS LAB	X053576	Biochemical Oxygen	03/03/2023	112.00	.00	
151	BOX R WATER ANALYSIS LAB	X053636	Consumer Confidence Report	03/09/2023	203.20	.00	
151	BOX R WATER ANALYSIS LAB	X053967	Biochemical Oxygen	04/13/2023	112.00	.00	
151	BOX R WATER ANALYSIS LAB	X053981	E coli Coliform Testing	04/13/2023	89.50	.00	
Total BOX R WATER ANALYSIS LAB:					516.70	.00	
CINDY HINTON							
309	CINDY HINTON	APRIL 2023	First Aid/CPR PW - AARON	04/18/2023	20.00	.00	
309	CINDY HINTON	APRIL 2023	First Aid/CPR PW - GIBB	04/18/2023	20.00	.00	
Total CINDY HINTON:					40.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
COLUMBIA BASIN ELECTRIC							
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	City HALL	04/25/2023	268.78	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	Golf Course	04/25/2023	59.28	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	PARK	04/25/2023	73.26	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	Memorial Hall	04/25/2023	57.72	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	Golf Course	04/25/2023	42.46	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	Sewer Plant w pivot	04/25/2023	294.64	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	Disposal	04/25/2023	642.02	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	Golf Course	04/25/2023	59.18	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	City Farm	04/25/2023	1,234.91	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	Street Lights	04/25/2023	1,454.75	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	Golf Course	04/25/2023	113.58	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	City Farm	04/25/2023	41.09	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	Pool	04/25/2023	52.79	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	Library	04/25/2023	359.32	.00	
169	COLUMBIA BASIN ELECTRIC	APRIL 2023	GRADE SCHOOL	04/25/2023	137.24	.00	
Total COLUMBIA BASIN ELECTRIC:					4,891.02	.00	
DEVIN OIL COMPANY							
224	DEVIN OIL COMPANY	APRIL 2023	Water Fuel	04/30/2023	307.01	.00	
224	DEVIN OIL COMPANY	APRIL 2023	Sewer Fuel	04/30/2023	307.00	.00	
Total DEVIN OIL COMPANY:					614.01	.00	
FERGUSON ENTERPRISES							
254	FERGUSON ENTERPRISES	1200665	HYDRANTS	05/02/2023	7,195.64	.00	
Total FERGUSON ENTERPRISES:					7,195.64	.00	
GAVIN, JIM							
1585	GAVIN, JIM	APRIL 2023	GAS REIMBURSEMENT	05/01/2023	22.57	.00	
Total GAVIN, JIM:					22.57	.00	
HATTENHAUER DIST.							
304	HATTENHAUER DIST.	APRIL 2023	Golf	04/30/2023	289.11	.00	
Total HATTENHAUER DIST.:					289.11	.00	
HD FOWLER COMPANY							
306	HD FOWLER COMPANY	I6368722	OPEN ACCOUNT/8005	05/01/2023	985.76	.00	
Total HD FOWLER COMPANY:					985.76	.00	
HOME TELEPHONE COMPANY							
766	HOME TELEPHONE COMPANY	APRIL 2023	Administration	05/01/2023	200.66	.00	
766	HOME TELEPHONE COMPANY	APRIL 2023	Sewer	05/01/2023	160.15	.00	
766	HOME TELEPHONE COMPANY	APRIL 2023	Water	05/01/2023	43.05	.00	
Total HOME TELEPHONE COMPANY:					403.86	.00	
INLAND DEVELOPMENT CORPORATION							
897	INLAND DEVELOPMENT CORP	APRIL 2023	MRC Fiber Project	05/01/2023	2,000.00	.00	
Total INLAND DEVELOPMENT CORPORATION:					2,000.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
KENNETH HUMPHREY							
319	KENNETH HUMPHREY	APRIL 2023	KANSAS CITY LIFE INSURANCE	04/26/2023	7,617.08	.00	
Total KENNETH HUMPHREY:					7,617.08	.00	
M & A AUTO PARTS							
371	M & A AUTO PARTS	APRIL 2023	DEICER	05/01/2023	3.00	.00	
371	M & A AUTO PARTS	APRIL 2023	DEICER	05/01/2023	2.99	.00	
371	M & A AUTO PARTS	APRIL 2023	SPRAY	05/01/2023	66.05	.00	
371	M & A AUTO PARTS	APRIL 2023	GOLF SUPPLIES	05/01/2023	2.00	.00	
371	M & A AUTO PARTS	APRIL 2023	WIPERS	05/01/2023	11.73	.00	
371	M & A AUTO PARTS	APRIL 2023	WIPERS	05/01/2023	11.73	.00	
371	M & A AUTO PARTS	APRIL 2023	MEAL BAIT	05/01/2023	46.49	.00	
371	M & A AUTO PARTS	APRIL 2023	GOLF SUPPLIES	05/01/2023	69.43	.00	
371	M & A AUTO PARTS	APRIL 2023	GLOVES	05/01/2023	15.49	.00	
371	M & A AUTO PARTS	APRIL 2023	GLOVES	05/01/2023	15.50	.00	
371	M & A AUTO PARTS	APRIL 2023	GOLF TOOLS	05/01/2023	34.90	.00	
371	M & A AUTO PARTS	APRIL 2023	TRIM LINE FOR WEEDEATER	05/01/2023	15.99	.00	
371	M & A AUTO PARTS	APRIL 2023	2 GAL SPRAYER	05/01/2023	23.99	.00	
371	M & A AUTO PARTS	APRIL 2023	BUNGEE	05/01/2023	2.50	.00	
371	M & A AUTO PARTS	APRIL 2023	SEWER SUPPLIES	05/01/2023	4.38	.00	
371	M & A AUTO PARTS	APRIL 2023	SCREW EXTRACTOR	05/01/2023	11.99	.00	
Total M & A AUTO PARTS:					338.16	.00	
MORROW COUNTY GRAIN GROW.							
377	MORROW COUNTY GRAIN GRO	APRIL 2023	City Hall Propane	04/17/2023	320.74	.00	
377	MORROW COUNTY GRAIN GRO	APRIL 2023	Memorial Hall Propane	04/17/2023	213.43	.00	
377	MORROW COUNTY GRAIN GRO	APRIL 2023	Sewer Plant Propane	04/17/2023	277.24	.00	
Total MORROW COUNTY GRAIN GROW.:					811.41	.00	
NORTHWEST TURF SOLUTIONS							
1586	NORTHWEST TURF SOLUTION	2121	GOLF - SOD/GREEN #7	05/08/2023	8,820.00	.00	
Total NORTHWEST TURF SOLUTIONS:					8,820.00	.00	
OFFICE DEPOT							
427	OFFICE DEPOT	308012220001	Toner	04/10/2023	398.92	.00	
427	OFFICE DEPOT	308012452001	Office Supplies	04/10/2023	7.62	.00	
Total OFFICE DEPOT:					406.54	.00	
OXARC							
442	OXARC	0031796392	Chlorine	04/28/2023	6,686.19	.00	
Total OXARC:					6,686.19	.00	
R&R Products							
473	R&R Products	CD2780177	NUMBERED GOLF FLAGS	04/25/2023	119.95	.00	
473	R&R Products	CD2780273	TEE TOWELS	04/25/2023	63.75	.00	
Total R&R Products:					183.70	.00	
S. GILLIAM RFPD							
505	S. GILLIAM RFPD	2022-2023	ANNUAL CONTRACT 2022-2023	05/02/2023	11,000.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total S. GILLIAM RFPD:					11,000.00	.00	
SIMPSON, KASANDRA							
1587	SIMPSON, KASANDRA	APRIL 2023	W/S DEPOSIT REFUND 103 S J	04/28/2023	78.00	.00	
Total SIMPSON, KASANDRA:					78.00	.00	
TAKAGI, MIKE							
1023	TAKAGI, MIKE	APRIL 2023	W/S DEPOSIT REFUND 527 S M	05/11/2023	150.00	.00	
Total TAKAGI, MIKE:					150.00	.00	
TENNESON ENGINEERING							
533	TENNESON ENGINEERING	23-17	Planning Consultant	04/13/2023	2,295.00	.00	
533	TENNESON ENGINEERING	23-17	Planning Consultant - FAIRWAY H	04/13/2023	975.00	.00	
Total TENNESON ENGINEERING:					3,270.00	.00	
THE AUTOMATION GROUP							
1501	THE AUTOMATION GROUP	J000713	CONDON SCADA DESIGN	02/21/2023	5,295.75	.00	
Total THE AUTOMATION GROUP:					5,295.75	.00	
THE MCGREGOR COMPANY							
1555	THE MCGREGOR COMPANY	62-7901022	GOLF SUPPLIES	04/25/2023	480.00	.00	
Total THE MCGREGOR COMPANY:					480.00	.00	
THE TIMES-JOURNAL							
540	THE TIMES-JOURNAL	APRIL 2023	SHOP - REVISED	04/10/2023	39.00	.00	
540	THE TIMES-JOURNAL	APRIL 2023	TRANSFER STATION HOURS	04/10/2023	48.00	.00	
540	THE TIMES-JOURNAL	APRIL 2023	MORATORIUM - SHORT TERM	04/10/2023	30.00	.00	
540	THE TIMES-JOURNAL	APRIL 2023	BUDGET COMMITTEE NOTICE	04/10/2023	96.00	.00	
540	THE TIMES-JOURNAL	APRIL 2023	PUBLIC HEARING - CITY SHOP	04/10/2023	39.00	.00	
Total THE TIMES-JOURNAL:					252.00	.00	
TWO BOYS MEAT & GROCERY							
548	TWO BOYS MEAT & GROCERY	APRIL 2023	SHOP SUPPLIES	04/26/2023	16.50	.00	
548	TWO BOYS MEAT & GROCERY	APRIL 2023	SHOP SUPPLIES	04/26/2023	16.50	.00	
548	TWO BOYS MEAT & GROCERY	APRIL 2023	GOLF CLEANING SUPPLIES	04/26/2023	22.76	.00	
548	TWO BOYS MEAT & GROCERY	APRIL 2023	BUDGET MEETING SUPPLIES	04/26/2023	24.65	.00	
Total TWO BOYS MEAT & GROCERY:					80.41	.00	
VISA							
559	VISA	APR 23 5886	BATTERY PACKS	04/21/2023	156.50	.00	
559	VISA	APR 23 5886	BATTERY PACKS	04/21/2023	156.50	.00	
559	VISA	APR 23 5886	BATTERY PACKS	04/21/2023	139.00	.00	
559	VISA	APR 23 5886	BATTERY PACKS	04/21/2023	139.00	.00	
559	VISA	APR 23 5886	MAIL OUT BUDGETS	04/21/2023	11.28	.00	
559	VISA	APR 23 5886	MAIL OUT CERTIFICATES OF A	04/21/2023	1.50	.00	
559	VISA	APR 23 5886	AARON CPR	04/21/2023	15.00	.00	
559	VISA	APR 23 5886	GIBB CPR	04/21/2023	15.00	.00	
559	VISA	APR 23 5886	MAIL CERTIFICATE OF AUTHOR	04/21/2023	1.26	.00	
559	VISA	APR 23 8577	KEYBOARD CLEANER	04/21/2023	19.99	.00	
559	VISA	APR 23 8577	MICROSOFT ONLINE SVCS	04/21/2023	37.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
559	VISA	APR 23 8577	MONTHLY EMAIL	04/21/2023	96.00	.00	
559	VISA	APR 23 8577	ZOOM YEARLY SUB	04/21/2023	149.90	.00	
559	VISA	APR 23 8577	ZOOM ROOMS YEARLY SUB	04/21/2023	499.00	.00	
559	VISA	APR 23 8577	CERTIFIED LETTER - RESER	04/21/2023	9.24	.00	
559	VISA	APR 23 8577	CLEANING SUPPLIES, CONFER	04/21/2023	73.32	.00	
559	VISA	APR 23 8577	AARON - SHORT SCHOOL -HOT	04/21/2023	137.40	.00	
559	VISA	APR 23 8577	AARON - SHORT SCHOOL -HOT	04/21/2023	137.40	.00	
559	VISA	APR 23 8577	AARON - SHORT SCHOOL - ME	04/21/2023	8.62	.00	
559	VISA	APR 23 8577	AARON - SHORT SCHOOL - ME	04/21/2023	8.63	.00	
559	VISA	APR 23 8577	AARON - SHORT SCHOOL - ME	04/21/2023	19.53	.00	
559	VISA	APR 23 8577	AARON - SHORT SCHOOL - ME	04/21/2023	19.52	.00	
559	VISA	APR 23 8577	AARON - SHORT SCHOOL - ME	04/21/2023	4.12	.00	
559	VISA	APR 23 8577	AARON - SHORT SCHOOL - ME	04/21/2023	4.13	.00	
559	VISA	APR 23 8577	AARON - SHORT SCHOOL - ME	04/21/2023	6.38	.00	
559	VISA	APR 23 8577	AARON - SHORT SCHOOL - ME	04/21/2023	6.37	.00	
559	VISA	APR 23 8577	GLOVES AND NOZZLE	04/21/2023	96.83	.00	
559	VISA	APR 23 8577	GLOVES AND NOZZLE	04/21/2023	96.82	.00	
559	VISA	APR 23 8577	FIRE HYDRANT GATE VALVE	04/21/2023	262.38	.00	
559	VISA	APR 23 8577	WRENCH	04/21/2023	41.14	.00	
559	VISA	APR 23 8577	MICROWAVE	04/21/2023	78.92	.00	
Total VISA:					2,448.18	.00	
Western States Equipment							
572	Western States Equipment	APRIL 2023	Water	03/31/2023	770.52	.00	
572	Western States Equipment	APRIL 2023	Sewer Repair	03/31/2023	770.53	.00	
Total Western States Equipment:					1,541.05	.00	
Grand Totals:					74,150.23	.00	

Dated: _____

Mayor: _____

City Administrator: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Account Summary

Billing Cycle 04/21/23
Days In Billing Cycle 30
Previous Balance \$3,393.95
Purchases + 1,831.75
Cash + 0.00
Special + \$0.00
Balance Transfers + \$0.00
Credits - \$0.00
Payments - \$3,393.95
Other Charges + \$0.00
Finance Charges + 0.00

NEW BALANCE \$1,831.75

Credit Summary

Total Credit Line \$10,000.00
Available Credit Line \$8,168.00
Available Cash \$0.00
Amount Over Credit Line \$0.00
Amount Past Due \$0.00
Disputed Amount \$0.00

Important Information About Your Account

MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY! SIMPLY GO TO WWW.MYCARDSTATEMENT.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT SERVICE, NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE, AND EASY WITH MYCARDSTATEMENT.COM. ENROLL TODAY!

Account Inquiries

 **Customer Service:** (800) 423-7503
Report Lost or Stolen Card: (727) 570-4881

 **Visit us on the web at:**
www.MyCardStatement.com

 Please send Billing Inquiries and Correspondence to:
PO BOX 30495 TAMPA, FL 33630-3495

Payment Summary

NEW BALANCE \$1,831.75
MINIMUM PAYMENT \$1831.75
PAYMENT DUE DATE 05/16/2023

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
03/23/23	03/23/23	5942	24692163082109366382462	AMZN Mktp US*H78T55TQ1 Keyboard cleaner Amzn.com/bill WA	\$19.99 A10
03/23/23	03/23/23	5045	24430993082400816001571	MSFT * E0500MR49V online SVCS MSBILL.INFO WA	\$37.50 A150
03/23/23	03/23/23	5045	24430993082400816005945	MSFT * E0500MR3FT monthly email MSBILL.INFO WA	\$96.00 A150
03/23/23	03/24/23	4814	24011343082000041608656	ZOOM.US 888-799-9666 \$149.90 \$499 WWW.ZOOM.US CA Zoom + Rooms	\$648.90
				A10 yearly sub	A40

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT 0150

BANK OF EASTERN OREGON
P O BOX 39
HEPPNER OR 97836 - 0039



Account Number
8577

Check box to indicate
name/address change on
back of this coupon ☐

AMOUNT OF PAYMENT ENCLOSED

Closing Date 04/21/23
New Balance \$1,831.75
Total Minimum Payment Due \$1831.75
Payment Due Date 05/16/2023

\$

CITY OF CONDON
CITY OF CONDON 2
PO BOX 445
CONDON OR 97823-0445



MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

12 4344 2212 1001 8577 00183175 00183175 6

Cardholder Account Summary Continued						
Trans Date	Post Date	MCC Code	Reference Number	Description	Amount	
03/23/23	03/24/23	9402	24137463083001328409507	USPS PO 4017920823 <i>Preser cert. lett.</i>	\$9.24	A10
				CONDON OR		
03/24/23	03/24/23	5942	24692163083100096663536	Amazon.com*H73KZ0OW2 <i>supplies - cleaning</i>	\$73.32	W40
				Amzn.com/bill WA		
04/03/23	04/05/23	3617	24000973094652103640382	AMERICAS BEST VALUE IN <i>W280 \$137.40</i>	\$274.80	
				PENDLETON OR <i>Avon SS Hotel</i>		W280
04/04/23	04/05/23	5812	24137463094100413848673	TST* RAINBOW CAFE <i>Avon SS meal</i>	\$17.25	W280
				PENDLETON OR		W280
04/04/23	04/05/23	5812	24269793095001006079446	ABBYS LEGENDARY PIZZA - 4 <i>W280 \$19.53</i>	\$39.05	W280
				PENDLETON OR		W280
04/05/23	04/06/23	5812	24137463095100424928919	TST* RAINBOW CAFE <i>W280 \$4.12</i>	\$8.25	W280
				PENDLETON OR		W280
04/06/23	04/07/23	5812	24137463096100424603776	TST* RAINBOW CAFE <i>W280 \$6.38</i>	\$18.75	W280
				PENDLETON OR		W280
04/10/23	04/11/23	5411	24427333100740281958652	TWO BOYS GROCERY CO <i>cash</i>	\$12.61	
				CONDON OR		
04/14/23	04/14/23	6010	1 3104121001000380	PAYMENT - THANK YOU <i>Gloves</i>	\$3,393.95	W270
04/14/23	04/16/23	5200	24943013105010173472057	THE HOME DEPOT #4031 <i>Nozzle</i>	\$193.65	W270
				HERMISTON OR		
04/18/23	04/19/23	5942	24692163108106949474865	AMZN Mktp US*HV0Y70BQ0 <i>File hydrant gate valve</i>	\$262.38	W270
				Amzn.com/bill WA		
04/18/23	04/19/23	5942	24692163108107105877347	AMZN Mktp US*HV6DA51W1 <i>Wrench</i>	\$41.14	W270
				Amzn.com/bill WA		
04/20/23	04/21/23	5942	24431063111083718618514	AMAZON.COM*HF5GD8CL0 AMZN <i>microwave</i>	\$78.92	A40
				AMZN.COM/BILL WA		

Additional Information About Your Account

Interest Charge Calculation/Plan Level Information						
Plan Description	ICM ¹	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR) ²	Interest Charge	Ending Balance
CURRENT						
PURCHASES	G	\$ 0.00	1.3200%	15.84%	\$ 0.00	
CASH	F	\$ 0.00	1.3200%	15.84%	\$ 0.00	
FEES/INTEREST CHARGE					\$ 0.00	
TOTAL				0.00%	\$ 0.00	\$ 1,831.75

¹ ICM Interest Charge Method: See reverse side of Page 1 for explanation.
² Your Annual Percentage Rate (APR) is the annual interest rate on your account.
(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.

* NOTE For Rainbows cafe purchase - A bloody mary was purchased on this card for \$6- and this was reimbursed with cash. The check for this visa bill will be \$18.61 less as this cash payment will be used when paying the bill + 5/11/23 900 the same for this card being inadvertently used at 2 Boys for \$12.61.

Account Summary

Billing Cycle	04/21/23
Days In Billing Cycle	30
Previous Balance	\$168.39
Purchases	+ 818.64
Cash	+ 0.00
Special	+ \$0.00
Balance Transfers	+ \$0.00
Credits	- \$183.60
Payments	- \$168.39
Other Charges	+ \$0.00
Finance Charges	+ 0.00
NEW BALANCE	\$635.04

Credit Summary

Total Credit Line	\$10,000.00
Available Credit Line	\$9,364.00
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Important Information About Your Account

MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY! SIMPLY GO TO WWW.MYCARDSTATEMENT.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT SERVICE, NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE, AND EASY WITH MYCARDSTATEMENT.COM. ENROLL TODAY!

Account Inquiries

-  **Customer Service:** (800) 423-7503
Report Lost or Stolen Card: (727) 570-4881
-  **Visit us on the web at:**
www.MyCardStatement.com
-  Please send Billing Inquiries and Correspondence to:
PO BOX 30495 TAMPA, FL 33630-3495

Payment Summary

NEW BALANCE	\$635.04
MINIMUM PAYMENT	\$635.04
PAYMENT DUE DATE	05/16/2023

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
04/01/23	04/03/23	5200	24943013092010180094311	HOMEDPOT.COM W270 \$156.50 + S270 800-430-3376 GA	\$313.00
04/01/23	04/03/23	5200	24943013092010180307754	HOMEDPOT.COM W270 \$139 + S270 800-430-3376 GA	\$278.00
04/05/23	04/06/23	9402	24137463096001371862193	USPS PO 4017920823 CONDON OR	\$11.28
04/06/23	04/07/23	9402	24137463097001435229024	USPS PO 4017920823 CONDON OR	\$1.50

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT 0150

BANK OF EASTERN OREGON
P O BOX 39
HEPPNER OR 97836 - 0039



Account Number
5886

Check box to indicate
name/address change on
back of this coupon ☐

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
04/21/23	\$635.04	\$635.04	05/16/2023

\$

CITY OF CONDON
CITY OF CONDON 1
PO BOX 445
CONDON OR 97823-0445



MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

Account Number: ##### 5886
Closing Date: 04/21/23
Credit Limit: \$10,000.00 Available Credit: \$9,364.00

Page 3 of 4

Cardholder Account Summary Continued						
Trans Date	Post Date	MCC Code	Reference Number	Description	Amount	
04/10/23	04/11/23	8398	24015143101207225204650	AMERICAN HEART SHOPCPR <i>navon CPR</i> 888-242-8883 TX	\$15.00	<i>W280</i>
04/11/23	04/12/23	8398	24015143102207225606796	AMERICAN HEART SHOPCPR <i>gido CPR</i> 888-242-8883 TX	\$15.00	<i>5280</i>
04/14/23	04/14/23	6010	1 3104121001000390	PAYMENT - THANK YOU	\$168.39	-
04/19/23	04/19/23	5074	24801973109083320583458	MOUNTAIN SUPPLY <i>Gaskets</i> BILLINGS MT	\$183.60	<i>W230</i>
04/19/23	04/20/23	9402	24137463110001332552992	USPS PO 4017920823 <i>mail certificate</i> CONDON OR	\$1.26	<i>A10</i>
04/20/23	04/20/23	5074	74801973110083007600858	CREDIT VOUCHER MOUNTAIN SUPPLY BILLINGS MT	\$183.60	-

Additional Information About Your Account

Interest Charge Calculation/Plan Level Information						
Plan Description	ICM ¹	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR) ²	Interest Charge	Ending Balance
CURRENT						
PURCHASES	G	\$ 0.00	1.3200%	15.84%	\$ 0.00	
CASH	F	\$ 0.00	1.3200%	15.84%	\$ 0.00	
FEES/INTEREST CHARGE					\$ 0.00	
TOTAL				0.00%	\$ 0.00	\$ 635.04

¹ ICM Interest Charge Method: See reverse side of Page 1 for explanation.
² Your Annual Percentage Rate (APR) is the annual interest rate on your account.
(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.



P.O Box 930220
Verona, WI 53593-0220
Phone: (608) 845-9700
Fax: (608) 845-7070

3/24/2023
GREINER, KATHRYN
Doc ID: 4216620230324124716

Cleary/Owner Project Proposal - Erected

Payment Terms

Amount	Type	Percent	Description
\$61,180	Down Payment	20%	Upon the signing of the contract with CLEARY BUILDING CORP.
\$122,360	Delivery Payment	40%	Payment due upon first load of building materials. In the event that multiple loads of materials are required, due to the size of the building, the remaining materials will be shipped to the site as needed while the building is under construction
\$111,859	Truss Payment	37%	When all trusses are installed on the building. In the event that there is more than one building on a contract, the truss in place payment is due upon installing the trusses in one of the buildings.
\$10,500	Final Payment	3%	Paid upon Completion and such payment to be delivered to the crew foreman of CLEARY BUILDING CORP.
\$305,899	Total Amount	100%	

TERMS OF PAYMENT: (1) If Contract Amount is \$35,000.00 or less, the terms of payment shall be as provided in the payment terms section above. (2) If Contract Amount is over \$35,000.00, the terms of payment shall be pursuant to the Bank Reference Form which is made a part of this Contract.

If the Purchaser fails to make a payment when due, Purchaser agrees to pay Cleary, upon demand, a delinquency charge equal to the lesser of three-quarter percent (.75%), or the highest rate allowed by law, of the delinquent amount per fifteen (15) days, from the date the delinquent amount is due, until the date it is paid.

Temporary Services

Seller will provide electric power during construction.
Seller will provide sanitary facilities.
Seller to pile scrap and remove from site.

Purchaser Initials

Permit

Purchaser shall timely obtain at Purchaser's cost all necessary and required permits and licenses for the construction contemplated by this Agreement.

Site

Contract Amount is based on level, compacted, and workable construction site. If snow removal is required, it is the Purchasers responsibility. If extra materials and/or labor are required because of a sloping construction site or snow removal, Purchaser will pay for the same upon request of Seller. The price of such materials will be Seller's usual and customary price. If because of buried objects (concrete, rocks, etc.) or because extra hole depth is required beyond 5 feet 6 inches Seller is unable to proceed with normal digging procedures, then the extra expense resulting from such condition(s) will be the obligation of the Purchaser and shall be paid to Seller upon request. Seller shall not be responsible for any damage to buildings occasioned by soil conditions including water table conditions, nor for the inability of the building site to bear the weight of the building.

All labor standards are based upon building materials being placed within 75 feet of building pad. Access must be provided for unloading materials to the building material placement area which must be within 75 feet of the building pad - If greater than 75 feet, additional charges will be applied



WASTE CONNECTIONS
Connect with the Future®

City of Condon
128 S Main Street
Condon, Or. 97823

May 10, 2023

To: Mayor Hassing and Council members

Dear Mayor Hassing and Council members:

The Dalles Disposal would like to respectfully request a rate adjustment averaging approximately 7.37% to help offset rising operational costs. We request this adjustment to be effective July 1, 2023. Some examples of these increases include, but are not limited to, fuel, wages, health care, truck and equipment maintenance and repair.

We use the Federal Bureau of Labor Statistics CPI index for Portland/Salem to benchmark our changes in operational costs. This index is computed as of June 30 and December 31. The most recent June to June comparison increased 8.67 %, and we believe this is a good indicator of our overall experience. We have incorporated these increases into the attached proposed rate schedule.

Individual rates change by different percentages based upon the disposal weight component of each rate.

We would like to be scheduled on the council agenda at your earliest convenience to discuss our proposal. We appreciate the continued opportunity to provide the City of Condon with high quality solid waste service.

Sincerely,

Jim Winterbottom
District Manager



Waste Connections of Oregon, Inc.
dba The Dalles Disposal
Proposed City of Condon Rates
Effective July 1, 2023

SERVICE	CURRENT RATE	7.37% BUSINESS INCREASE	TOTAL INCREASE	NEW RATE
RESIDENTIAL & COMMERCIAL				
CANS/ROLLCARTS				
Weekly				
- (1) 32 gal can	\$19.19	\$1.42	\$1.42	\$20.61
- (2) 32 gal can	\$38.42	\$2.83	\$2.83	\$41.25
- 90 gal rollcart	\$46.44	\$3.42	\$3.42	\$49.86
- Each add'l can/cart added at price of 1st unit				
EOW				
- (1) 32 gal can	\$16.04	\$1.18	\$1.18	\$17.22
- 90 gal rollcart	\$28.78	\$2.12	\$2.12	\$30.90
Monthly				
- (1) 32 gal can	\$11.82	\$0.87	\$0.87	\$12.69
- 90 gal rollcart	\$24.00	\$1.77	\$1.77	\$25.77
Call In				
- (1) 32 gal can	\$11.82	\$0.87	\$0.87	\$12.69
- 90 gal rollcart	\$24.00	\$1.77	\$1.77	\$25.77
CONTAINERS				
1 Yd Containers				
- Call In	\$17.73	\$1.31	\$1.31	\$19.04
- EOW	\$32.07	\$2.37	\$2.37	\$34.44
- 1XPW	\$64.09	\$4.73	\$4.73	\$68.82
- Monthly	\$17.73	\$1.31	\$1.31	\$19.04
1 1/2 Yd Containers				
- Call In	\$22.45	\$1.66	\$1.66	\$24.11
- EOW	\$41.67	\$3.07	\$3.07	\$44.74
- 1XPW	\$80.17	\$5.91	\$5.91	\$86.08
- Monthly	\$22.45	\$1.66	\$1.66	\$24.11
2 Yd Containers				
- Call In	\$25.64	\$1.89	\$1.89	\$27.53
- EOW	\$51.26	\$3.78	\$3.78	\$55.04
- 1XPW	\$96.22	\$7.10	\$7.10	\$103.32
- Monthly	\$25.64	\$1.89	\$1.89	\$27.53
3 Yd Containers				
- Call In	\$44.91	\$3.31	\$3.31	\$48.22
- EOW	\$83.32	\$6.14	\$6.14	\$89.46
- 1XPW	\$160.30	\$11.82	\$11.82	\$172.12
- Monthly	\$44.91	\$3.31	\$3.31	\$48.22

Waste Connections of Oregon, Inc.
dba The Dalles Disposal
Proposed City of Condon Rates
Effective July 1, 2023

SERVICE	CURRENT RATE	7.37% BUSINESS INCREASE	TOTAL INCREASE	NEW RATE
SPECIAL CHARGES				
* The following additional charges are assessed to customers whose cans, rollcarts or containers pose a potential safety risk to our employees due to the difficult and unsafe location of their service containers.				
Additional Charges:				
- Extra can/bag/box	\$6.42	\$0.47	\$0.47	\$6.89
- Loose yardage per yd (Over-the-top extra around conts-cans-rollcarts or on the ground)	\$16.06	\$1.18	\$1.18	\$17.24
- Rollcart rental charge	\$2.98	\$0.22	\$0.22	\$3.20
- Rollcart delivery	\$12.36	\$0.91	\$0.91	\$13.27
- Container rental charge	\$8.07	\$0.60	\$0.60	\$8.67
- Container delivery	\$36.05	\$2.66	\$2.66	\$38.71
- Off road fee	\$1.33	\$0.10	\$0.10	\$1.43
- Gate/door fee	\$1.33	\$0.10	\$0.10	\$1.43
- Drive in (25 feet)	\$1.33	\$0.10	\$0.10	\$1.43
- Drive in (50 feet)	\$1.33	\$0.10	\$0.10	\$1.43
- Return trip can	\$8.48	\$0.63	\$0.63	\$9.11
- Return trip rollcart	\$11.22	\$0.83	\$0.83	\$12.05
- Special off route trip fee	\$26.39	\$1.95	\$1.95	\$28.34
- Delinquent fee (30 days from billing)	\$15.82	\$1.17	\$1.17	\$16.99
- NSF/dishonored check fee	\$36.68	\$2.71	\$2.71	\$39.39
- New acct set up fee	\$6.57	\$0.48	\$0.48	\$7.05
- Change in service (Name/address/service)	\$6.57	\$0.48	\$0.48	\$7.05
DROP BOXES				
- 20 yd haul	\$339.96	\$25.07	\$25.07	\$365.03
- 30 yd haul	\$509.18	\$37.55	\$37.55	\$546.73
- 40 yd haul	\$678.39	\$50.03	\$50.03	\$728.42
- 48 yd haul	\$814.05	\$60.03	\$60.03	\$874.08
- Delivery	\$110.69	\$8.16	\$8.16	\$118.85
- Relocate	\$110.69	\$8.16	\$8.16	\$118.85
- Fuel surcharge per trip	\$61.97	\$4.57	\$4.57	\$66.54
- Demurrage per day after 30 days	\$17.77	\$1.31	\$1.31	\$19.08



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

**CITY OF CONDON
WORK SESSION AGENDA
FINANCE COMMITTEE MEETING
Tuesday, May 23, 2023, 5:30 PM
CONDON CITY HALL**

1. CALL THE MEETING TO ORDER

Mayor Jim Hassing called the Finance Committee to order at 5:31 p.m.

Present: Mayor Jim Hassing; Councilors Dawn Parm and Jeremy Kirby; Staff - City Administrator Kathryn Greiner,, Public Works Superintendent Gibb Wilkins and Administrative Assistant Jessica Isley.

Absent: None

2. DISCUSS 2023-24 EMPLOYEE COMPENSATION

2.1. City of Condon Employee Compensation Discussion

The committee received three scenarios for the remaining staff, with a proposed 6.5% raise, that was the CPI for 2022; an 8% increase to account for steps and CPI; and the third was for a "set" amount that would increase wages to closer to comparable positions. CA Greiner went through the following positions:

- Administrative Assistant Jessica Isley - proposed salary was \$25 an hour, an increase of \$5 an hour from the current wage. CA Greiner stated that Isley's job duties have expanded to include additional tasks that are more specialized. This includes accounts payable, website, utility billing, safety tasks and general office duties. Comparables from other cities show ranges from \$20-28 an hour and local comparable salaries include starting wages at South Gilliam Health Clinic and Port of Arlington at \$20 an hour, and Gilliam County administrative assistant duties starting at \$21.66 and going up to \$27.94 an hour. Isley has three years experience and works .8 FTE. At the current rate, this position would be \$41,600 for 1.0 FTE and if increased to \$25 an hour, the position is \$41,600. Recent positions in Condon and Gilliam County have been difficult to hire and retain employees, therefore it is important to have a competitive wage to keep experienced employees.
- Public Works Employees Gibb Wilkins and Aaron Fitzsimmons - proposed salaries for moving both employees from \$60,000 to \$70,000 a two-year period of time. CA Greiner explained that Gilliam County comparable position includes road department employees that range from \$60,000 to \$82,000 annually, which takes into account years of service. She also stated that she compared Public Works positions with other cities where it was obvious that the current wage was well below in similar positions. Public Works positions that require certificates are getting increasingly difficult to fill. Arlington hired a Public Works Director at \$69,000 almost two years ago with no water/sewer certificate. They contracted with a company to do water and sewer reports since staff does not have qualified staff. Prairie City recently hired two public works employees at \$65,000 a year with plans to increase pay when they get certified. Prairie City public works superintendent, with 20 years experience, has a salary of approximately \$100,000. Prairie City is similar in size with a population of 878 and revenue in their water and sewer funds of \$500,000 a year. CA Greiner stated she realized that last year the city took a large jump in salaries, but these employees still lag behind other cities and if Condon would need to find another public works employee it would cost approximately \$65,000 to hire a person without certificate.
- The committee discussed park, golf, transfer station and recycle positions and put the start of these positions at \$20 an hour and \$2 an hour raise per year for two years. It was noted how difficult to get seasonal and part-time employees that have split shifts.
- Discussed Pool Manager Shellie Johnson and that this too was a difficult position to fill and that the current staff was doing a good job. The job starts in April - May with getting lifeguards trained and certified and the pool cleaned and operational. The pool is a full-time job from mid-June through August, but especially busy once swim lessons have started. The proposal was to put this position up to \$10,100 this year and to \$11,000 next year.
- City Administrator position held by CA Greiner for the last 19 years was compared to other cities and local positions with similar administrative duties. Nehalem is seeking a new administrator with the salary range from \$75,000-



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

\$95,000. Other city administrative positions range from \$73,500-\$116,000 with most cities having larger populations but similar budget totals. Local administrative positions at the South Gilliam County Health Clinic at \$105,000, new finance position at Gilliam County at \$70,000-\$84,000 annually; and NCESD finance position of approximately \$90,000. CA Greiner stressed that with a future retirement in several years, the city would need to pay a starting salary of approximately \$65,000 for this position.

After the review of the positions of the salary proposal and discussion, the Finance Committee recommended the salaries on the "set" schedule amount with changes made to park, golf, transfer station, recycling depot to \$2 an hour for those positions for two years and the remaining positions on the schedule will be as presented.

2.2. Swimming Pool - Lifeguard Compensation Schedule

The committee received Excel spreadsheets of swimming pool schedule of the lifeguards that the base for year one was minimum wage of \$13 with increases of 5% per first three years and 2% each additional year to year 8. The schedule was for next six years with each year adding \$.25 to each base/minimum wage amount. It was determined that the new minimum wage is actually \$13.20 per hour instead of \$13 per hour. CA Greiner will make that change and the Committee was in agreement with the changes and the salary schedule as presented.

Finance Committee recommended the lifeguard salaries with change to base rate of \$13.20 - the 2023 increase in minimum wage.

3. DISCUSS ANY POTENTIAL 2023-24 BUDGET CHANGES

3.1. Golf Course Clubhouse Discussion

CA Greiner considered having the Finance Committee approve a transfer of \$150,000 from General Fund Contingency to the Golf Course Improvement to fund the tear down and replacement of the clubhouse. After discussion with the auditor and review of potential costs for this project, it was determined that the current budget, approved by the Budget Committee may be sufficient to cover the cost of this project. If the budget was changed, the Budget Hearing notice would need to be run another week and possibly another meeting to approve the change. If the project does fall short of what is currently budgeted, a supplemental budget could be made to complete the project.

4. REVIEW APRIL 30, 2023 FINANCIAL STATEMENTS

4.1. Financials Statements - April 30, 2023

CA Greiner stated that the financials were given for committee review. She noted that expenses remain within budgeted appropriations and does not have any concerns about the remaining two months.

5. DISCUSS CONDON COMMUNITY VISIONING

5.1. RDI Community Visioning Project Cost

The Finance Committee received a proposal from Rural Development Initiatives (RDI) to facilitate the City of Condon Community Visioning project at an estimated cost of \$40,000. Councilor Kirby previously asked the council at their retreat what the over-reaching vision was for Condon and this is a process to have this conversation and document. Councilor Kirby stated that although it may be an expensive proposal, it would give the city more information and form overarching goals or a mission statement. It was also noted that this could be a way to expand community involvement in the city's projects that have been previously been noted a lack of outreach and input of community members. This was specifically noted with the Baseball Field Housing development when public meetings were held but no specific resident outreach was undertaken. CA Greiner stated that the cost was more than she anticipated but possible funding could be a Gilliam County Special Project grant, that is due in two days, may be used which could pay up to half the cost. Other city funds that could be used to have this 8-9 month process completed may be in the transient fund that is to be used for tourism activities or where community development funds are used - development or state revenue-sharing funds.

It was the consensus of the Finance Committee to have CA Greiner complete a Gilliam County Special Project application for this project and discuss with the council at the June 7 meeting on how to proceed.



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6. OTHER

No other items were discussed.

7. ADJOURN

Mayor Hassing adjourned the committee meeting at 6:38 p.m.

City of Condon
Salary Negotiations 2023
Set Amounts

<u>Employee</u>	<u>Position</u>	<u>FTE</u>	<u>2022-23</u>	<u>2023</u>	<u>2023-24</u>	<u>2024</u>	<u>2024-25</u>
Kathryn Greiner	Administrator	1	\$ 71,000.00	6,000.00	76,000.00	4,000.00	\$ 81,000.00
Gibb Wilkins	PW	1	\$ 60,000.00	5,000.00	65,000.00	5,000.00	\$ 70,000.00
Aaron Fitzsimmons	PW	1	\$ 60,000.00	5,000.00	65,000.00	5,000.00	\$ 70,000.00
Rick Shafer	Park/Golf	0.58	\$ 20.00	2.00	22.00	2.00	\$ 24.00
Jim Gavin	Park/Golf		\$ 15.50	4.50	20.00	2.00	\$ 21.00
Jessica Isley	Utility Billing Clerk	0.8	\$ 20.00	5.00	25.00	2.00	\$ 27.00
Diane Hassing	Transfer Station	0.12	\$ 18.00	2.00	20.00	2.00	\$ 20.00
Sandra Myers	Recycle Depot	0.12	\$ 21.50	2.00	23.50	2.00	\$ 25.50
Shelli Johnson	Pool Manager	0.3	\$ 9,162.50	937.50	10,100.00	900.00	\$ 11,000.00

Substitutes for transfer station & recycle depot are \$20/hr

RESOLUTION No. 2023-05
RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the City of Condon _____
hereby adopts the budget for fiscal year 2023-24 in the total amount of \$10,163,000.*
This budget is now on file at **128 S. Main Street** in Condon, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning
July 1, 2023, for the following purposes:

General Fund

Organizational Unit or Program:	
Administration	304,700
Police	30,500
Fire	35,000
Golf	143,450
Parks	45,000
Swimming Pool	128,000
Parks & Recreation Dept.	0
Not Allocated to Organization uit or Program	
Transfers Out.....	920,000
Contingency.....	351,850
Total.....	\$1,958,500

Sewer Fund

Org. Unit/Program: _____	280,400
Special Payments.....	
Transfers Out.....	45,000
Contingency.....	239,100
Total.....	\$564,500

Equipment Reserve Fund

Org. Unit/Program: _____	710,000
Total.....	\$710,000

Sewer Reserve Fund

Org. Unit/Program: _____	392,500
Total.....	\$392,500

Transient Tax Fund

Org. Unit/Program: _____	50,500
Total.....	\$50,500

Water Equipment Fund

Org. Unit/Program: _____	115,000
Total.....	\$115,000

CGS Building/Facility

Org. Unit/Program: _____	981,500
Total.....	\$981,500

Debt Service Fund

Debt Service	67,000
Total.....	\$67,000

Memorial Hall Fund

Org. Unit/Program: _____	77,000
Total.....	\$77,000

State Street Fund

Org. Unit/Program: _____	775,000
Total.....	\$775,000

State Revenue Sharing Fund

Org. Unit/Program: _____	592,500
Total.....	\$592,500

Development Grant Fund

Org. Unit/Program: _____	1,141,000
Total.....	\$1,141,000

Water Fund

Org. Unit/Program: _____	291,850
Special Payments.....	
Transfers Out.....	30,000
Contingency.....	168,650
Total.....	\$490,500

Water Improvement Fund

Org. Unit/Program: _____	1,415,000
Total.....	\$1,415,000

Wastewater Improvement Fund

Org. Unit/Program: _____	690,000
Total.....	\$690,000

Wastewater Equipment Fund

Org. Unit/Program: _____	142,500
Total.....	\$142,500

Total APPROPRIATIONS, All Funds	\$10,163,000
Total Unappropriated and Reserve Amounts, All Funds	<u>0</u>
TOTAL ADOPTED BUDGET	\$10,163,000 *
<i>(*amounts with asterisks must match)</i>	

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2022-23:

- (1) In the amount of \$ _____ **OR** at the rate of \$ 7.282per \$1000 of assessed value for permanent rate tax;
- (2) In the amount of \$ _____ **OR** at the rate of \$ _____ per \$1000 of assessed value for local option tax; and
- (3) In the amount of \$26,100 for debt service on general obligation bonds;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax.....\$ _____ **OR** \$ 7.282/\$1,000
Local Option Tax.....\$ _____ **OR** \$ _____ /\$1,000

Excluded from Limitation

General Obligation Bond Debt Service.....\$26,000

The above resolution statements were approved and declared adopted on June 7, 2023

X _____
Signature - Jim Hassing, Mayor

CITY OF CONDON RESOLUTION 2023-06

A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

The City of Condon resolves as follows:

Section 1: Pursuant to ORS 221.770, the city hereby elects to receive state revenues for the fiscal year 2023-24.

Passed by the Common Council the 7th day of June, 2023.

Approved by the Mayor this 7th day of June, 2023.

Jim Hassing, Mayor

Date

Kathryn Greiner, City Administrator

Date

I certify that a public hearing before the Budget Committee was held on April 17, 2023 and a public hearing before the City Council was held on June 7, 2023, giving the citizens an opportunity to comment on use of State Revenue Sharing.

Kathryn Greiner, City Administrator

Date: _____

Kathryn Greiner

From: Froman Farms <fromanfarms@ortelco.net>
Sent: Monday, May 15, 2023 11:06 AM
To: Kathryn Greiner
Subject: alley

I would like to request the city of Condon abandon the alley easement between lots 1202 and 1200. 726 south Washington.

We would like to fence the property and the easement is right in the middle, going down the flood zone, and will never be an actual alley. The maintenance on this area will need to be maintained if not abandoned and allowed to be absorbed into the existing lots.

Thank you for the consideration, Barbara Anderson. 541.993.0457

nty



/apps/webappviewer/index.html?id=c0fccc37daa4493caa0d30465e8f054d

AppBuilder for ArcGIS



acer

Kathryn Greiner

From: Kathryn Greiner
Sent: Wednesday, May 31, 2023 7:49 AM
To: Kathryn Greiner
Subject: FW: test

From: Dana Carter <danarcarter61@gmail.com>
Sent: Tuesday, May 30, 2023 6:26 PM
To: Kathryn Greiner <admin@cityofcondon.com>
Subject: Re: test

I Dana Carter would like to buy the lot #300 on the west side of my house at 603 N. Oregon St in Condon, OR. Gilliam County. For \$5,000 dollars. Map # 04521E 10BA AND Tax lot # 00300. My phone # is (541) 965-1979. And my email is danarcarter61@gmail.com. thank you.

**CITY OF CONDON
RESOLUTION NO. 2023-07**

A RESOLUTION RE-DESIGNATING THE GILLIAM COUNTY ENTERPRISE ZONE

WHEREAS, the City of Condon is sponsoring an enterprise zone resignation jointly with Gilliam County and the City of Arlington;

WHEREAS, the City of Condon, Gilliam County and the City of Arlington formally advised and received consultation from the Oregon Business Development Department (OBDD) according to ORS 285C.078;

WHEREAS, the City of Condon shall fulfill its duties and implement provisions, jointly with Gilliam County and the City of Arlington, under ORS 285C.105 or elsewhere in ORS Chapter 285C and related parts of Oregon Law, including but not limited to [having appointed/promptly appointing] a local enterprise zone manager, and to preparing a list or map of local, publicly owned lands and buildings in this enterprise zone for purposes of ORS 285C.110;

WHEREAS, the municipal corporations, school districts, special service districts, that receive operating revenue through the levying of ad valorem taxes on real and personal property in any area of this enterprise zone were sent notice and invited to a public meeting on May 22, 2023 regarding its designation, in order for the sponsoring governments to effectively consult with these other local taxing districts;

WHEREAS, this enterprise zone has a total area of 14.25 square miles; it meets other statutory limitations on size and configuration, and it is depicted here on a drawn-to-scale map (Exhibit A), and its boundary is here described (Exhibit A);

WHEREAS, the designation of this enterprise zone does not grant or imply permission to develop land inside it without complying with jurisdictional zoning, regulatory and permitting processes and restrictions; nor does it indicate any intent to alter those processes or restrictions, except as otherwise done in accordance with Comprehensive Plans as acknowledged by the state of Oregon Land Conservation and Development Commission (LCDC);

WHEREAS, the City of Condon, jointly with Gilliam County and the City of Arlington, is interested in encouraging new business investment, job creation, higher incomes for local residents and greater diversity of economic activity;

NOW THEREFORE BE IT RESOLVED THAT,

1. Under ORS 285C.065/285C.245, the City of Condon, jointly with Gilliam County and the City of Arlington, does hereby redesignate an Oregon enterprise zone to be named:

The Gilliam County Enterprise Zone, the boundary and area of which are described in the exhibit.

2. Delaney Watkins, Gilliam County Enterprise Zone Manager, is authorized to submit documentation of this enterprise zone re-designation to OBDD on behalf of the zone sponsors for purposes of a positive determination in favor under ORS 285C.074.
3. Re-Designation of this enterprise zone takes effect on July 1, 2023;
4. The City of Condon, jointly with Gilliam County and the City of Arlington, appoints Delaney Watkins as the Gilliam County Enterprise Zone manager.
5. Subject to a grant of approval by the director of OBDD, the City of Condon, jointly with Gilliam County and the City of Arlington, would waive the distance maximum of 25 miles overall and 15 miles between separate areas within the Gilliam County Enterprise Zone under ORS 285C.120 (2) for purposes of this re-designation.

ADPOTED by the City of Condon this 7th day of June 2023.

Jim Hassing, Mayor

Date

ATTEST:

Kathryn Greiner, City Administrator

Date

RESOLUTION NO.

EXHIBIT A
Gilliam County Enterprise Zone
Maps and Boundary Descriptions
(attached)

RESOLUTION NO.



Oregon

Tina Kotek, Governor

Department of Environmental Quality

Eastern Region The Dalles Office

400 East Scenic Drive, Suite 307

The Dalles, OR 97058

(541) 298-7255

FAX (541) 298-7330

TTY 711

May 5, 2023

Kathryn Greiner, City Administrator
City of Condon
PO Box 445
Condon, OR 97823

RE: Compliance Inspection Report
Condon Transfer Station
Solid Waste Disposal Permit No. 415
Gilliam County

Dear Ms. Greiner:

On April 26, 2023, I completed a compliance inspection at the Condon Transfer Station. The purpose of the inspection was to determine the extent of compliance with the conditions in your Solid Waste Disposal Site Permit No. 415.

Based on the results of my inspections, your transfer station was determined to be operating in compliance with permit requirements.

If you have any questions or comments, please contact me at (971) 263-1103 or by email at: matt.slafkosky@deq.oregon.gov.

Sincerely,

Matt Slafkosky
Natural Resource Specialist III
Materials Management Program
Eastern Region – The Dalles office

ec: Ron Doughten, Manager, Materials Management – Eastern Region
Sharon Stephens, DEQ, The Dalles

Enc.: Compliance Inspection Forms

Oregon DEQ Eastern Region Solid Waste Inspection Form

Page 1 of 8

FACILITY: Condon Transfer Station	PERMIT NO: 415	 State of Oregon Department of Environmental Quality
INSPECTOR NAME: Matt Slafkosky	INSPECTION DATE: April 26, 2023	
COUNTY: Gilliam	TIME SPENT: 20 min	

Inspection Basis:

- | | | |
|---|--|--|
| ☒ Compliance Inspection | ☐ Plan Review/Report Review | ☐ Citizen Complaint |
| ☐ Comprehensive Inspection | ☐ Permit Condition | ☐ Field Siting |
| ☐ Compliance Audit | ☐ Enforcement Follow-Up | ☐ Other (specify) |

Facility Type:

- | | | |
|---|--|--|
| ☐ Open MSW Landfill | ☐ Open Construction/Demo LF | ☐ SWLA Facility |
| ☐ Closed MSW Landfill | ☐ Closed Construction/Demo LF | ☐ Tire Storage Facility |
| ☐ Open Industrial Landfill | ☒ Transfer Station | ☐ Tire Carrier |
| ☐ Closed Industrial Landfill | ☐ Material Recovery Facility | ☐ Private Business (no permit) |
| ☐ Open Woodwaste Landfill | ☐ Septage Lagoon | ☐ Private Residence (no permit) |
| ☐ Closed Woodwaste Landfill | ☐ Other (specify) | |

Inspection Summary:

I conducted an announced compliance inspection of the Condon Transfer Station on April 26, 2023. The facility is open Wednesday and Saturday. I conducted the inspection while the facility was closed and was accompanied by the site attendant.

Facility accepts municipal solid waste, scrap metal/appliances, yard debris/clean wood, paint, and CEDs. The site attendant routinely checks and removes prohibited items from the yard debris pile. The site was clear of litter and no odors were detected. MSW is hauled to the Columbia Ridge landfill. Chem Waste (Waste Management) picks up the paint. The site was in the process of loading appliances and scrap metal into two large roll-off containers.

There is a recycling depot in the City of Condon that accepts source-separated recyclables.

Arrival: 3:00 PM Departure: 3:20 PM

Weather: approx. 74° F, sunny

Photos of this inspection are attached at the end of the report.

Oregon DEQ Eastern Region Solid Waste Inspection Form
Permit Requirements Checklist for Transfer Stations –
(Yes answers indicate compliance)

Page 2 of 8

1) Changes In Ownership - Has the permittee reported to the Department any changes in either ownership of the TS property or of the name and address of the permittee or operator within ten (10) days of the change?

☒ Yes ☐ No Notes: **No change in ownership since last inspection.**

2) Wastes Authorized for Receipt - Is only solid waste being accepted at the TS for disposal?

☒ Yes ☐ No Notes: _____

3) Salvaging and Recycling - Are they being conducted in a controlled and orderly manner?

☒ Yes ☐ No Notes: _____

4) Hazardous Wastes - Are NO hazardous wastes, liquid wastes, lead-acid batteries, source separated recyclable materials, asbestos, infectious wastes, or explosives being accepted for disposal at the TS? Except as authorized in the permit?

☒ Yes ☐ No Notes: _____

5) Open Burning - Is NO open burning being conducted at the TS, except as authorized in the permit?

☒ Yes ☐ No Notes: **Open burning is authorized per the DEQ approved Operations Plan and is conducted during winter.**

6) Prohibited Materials - Are there NO prohibited materials in the authorized open burn pile (only materials allowed in authorized open burn piles are unpainted dimensional lumber and tree/shrub debris)?

☒ Yes ☐ No Notes: _____

7) Operations Plan - Is the TS being operated in accordance with the approved Operations Plan?

☒ Yes ☐ No Notes: **The approved Operations Plan includes CED management.**

8) Permit - Is a copy of the permit displayed where it can readily be referred to by operating personnel?

☒ Yes ☐ No Notes: _____

9) Solid Waste Containers - Are all solid waste containers being kept cleaned as necessary to maintain a sanitary operating environment and to prevent malodors, unsightliness, and attraction of insects?

☒ Yes ☐ No Notes: **All containers observed were in adequate condition.**

10) Litter - Are the TS site and adjacent lands being maintained virtually free of litter at all times?

☒ Yes ☐ No Notes: **No litter was observed**

11) Air Quality and Noise - Are dust, malodors and noise being controlled?

☒ Yes ☐ No Notes: **Noise and odors were minimal.**

12) Drainage - Is surface water drainage being diverted around or away from the waste handling and storage area and are surface water diversion ditches or structures in a serviceable condition and free of obstructions?

☒ Yes ☐ No Notes: _____

13) Waste Removal - Is the permittee removing waste from the TS as often as needed/required to prevent nuisances?

☒ Yes ☐ No Notes: _____

Oregon DEQ Eastern Region Solid Waste Inspection Form

Page 3 of 8

14) Unloading Areas - Are the areas for unloading of solid waste clearly defined by signs, fences, or barriers?

☒ Yes ☐ No Notes: Signs indicate unloading areas.

15) Access Control - Is public access to the TS being controlled to prevent unauthorized entry and dumping?

☒ Yes ☐ No Notes: The facility is fenced and the entrance gate is locked when the facility is closed.

16) Fire Protection - Is adequate on-site fire control protection being provided? Have arrangements been made with the local fire control agency to immediately acquire their services when needed?

☒ Yes ☐ No Notes: _____

17) Roads - Is the access road/s providing reasonable all-weather access for vehicles using the site?

☒ Yes ☐ No Notes: _____

18) Entrance Sign - Is there a sign at the TS that contains: name of facility, emergency phone number, days and hours of operation, authorized and prohibited wastes, solid waste permit number and operator's address?

☒ Yes ☐ No Notes: Facility has an entrance sign that meets the requirements.

19) Recyclable Materials - Is the permittee providing a place for receiving the recyclable materials listed in the permit ---- either at the TS or at a more convenient location to the population served by the TS?

☒ Yes ☐ No Notes: Scrap metal collected at TS, there is a recycling depot in Condon.

20) Recycling Information - Is the permittee providing recycling information to disposal site users on printed handbills which includes the following information: the location of the recycling center at the disposal site or another location; the hours of operation of the recycling center; instructions for correct preparation of accepted source separated recyclable material; the materials accepted for recycling; and, the reasons why people should recycle?

☒ Yes ☐ No Notes: The recycling depot has current recycling information.

21) Recycling Sign - Is there a recycling sign, prominently displayed at the TS, which indicates: the availability of recycling at the TS site or another location; the materials accepted at the recycling center; and the hours of operation of the recycling center (if different than TS site hours)? (Note: The sign must indicate the recycling center location, if not at the TS site.)

☒ Yes ☐ No Notes: _____

22) Recyclables Storage - Are all recyclable materials, except car bodies, white goods and other bulky items being stored in containers at the TS?

☒ Yes ☐ No Notes: _____

Violation Type:

- | | |
|---|--|
| ☐ General Permit Violation | ☐ Customer-Generated Waste Violation |
| ☐ Construction Violation | ☐ Health and Safety Violation |
| ☐ Landfill Operation Violation | ☐ Security and Access Violation |
| ☐ Transfer Station Operation Violation | ☐ Emergency Management Violation |
| ☐ Material Recovery Facility Operation Violation | ☐ Financial Assurance Violation |
| ☐ Compost Facility Violation | ☐ Closure/Post-Closure Violation |
| ☐ Leachate Management Violation | ☐ Illegal Disposal Site Violation (no permit) |
| ☐ Landfill Gas Management Violation | ☐ Nuisance Ordinance Violation |
| ☐ Groundwater Monitoring Violation | ☐ Waste Tire Violation |
| ☐ Air Monitoring and Emissions Violation | ☐ Tire Storage Permit Violations |
| ☐ Recycling Violation | ☐ Other (specify) |

Cause of Violation:

- | | | |
|---------------------------------|-------------------------------------|-------------------------------------|
| ☐ Design | ☐ Operations | ☐ Monitoring |
| ☐ Plans | ☐ Training | ☐ Reporting |

Violation Source:

- | |
|--|
| ☐ Federal Rule: |
| ☐ State Rule: |
| ☐ Permit Requirement: |
| ☐ DEQ Letter Requirement: |

Violation Comments:

--

Enforcement Type:

- | | | |
|-------------------------------|---|---|
| ☐ None | ☐ NON, No Enforcement Referral | ☐ NON, With Enforcement Referral |
|-------------------------------|---|---|

Corrective Actions:

Due date:
--

Facility Representative Signature

Date

DEQ Representative Signature

Date



Transfer Station Signage



Yard debris pile



White goods/appliances



Scrap Metal



Paint awaiting pickup from Chem Waste



CED storage



MSW tipping area



Red roll-offs for appliances and scrap metal