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MINUTES
BUDGET HEARING & REGULAR CITY COUNCIL MEETING
128 S. MAIN STREET, CONDON, OREGON 97823-0445
WEDNESDAY, JUNE 7, 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 Donald Jamieson, Jan Stinchfield, Jeremy Kirby, Dawn Parm and Dustan Hall; Staff - City Administrator Kathryn Greiner, PW Superintendent Gibb Wilkins, Administrative Assistant Jessica Isley and Gilliam County Sheriff Gary Bettencourt.

Absent: Councilor Tom Fatland

3. ADDITIONS TO AGENDA

Mayor Hassing did not make addition but switched 8.7 Enterprise Zone resolution with 8.2 Finance Committee discussion.

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.

Sheriff Bettencourt introduced Jessica Lynch, Frontier Regional 911 Director. Lynch stated that she is originally from Baker City, but recently operated a dispatch center in Kansas. She noted that she has 18 years experience and started this position June 1.

5. PUBLIC HEARING - BUDGET AND STATE REVENUE SHARING

5.1. Open Hearing

Mayor Hassing opened the Budget Hearing at 7:02 p.m.

5.2. Public Input on Budget & State Revenue Sharing

No public input was received on the 2023-24 budget or state revenue sharing.

5.3. Close Hearing

Mayor Hassing closed the hearing at 7:03 p.m.

6. CONSENT AGENDA

6.1. Review & Approve May 3, 2023 Regular City Council Meeting Minutes and May 17, 2023 Special Meeting Minutes

A motion was made by Councilor Hall to approve the May 3, 2023 regular city council meeting minutes and the May 17, 2023 special meeting minutes. The motion was seconded by Councilor Parm and approved unanimously.

6.2. Review May 2023 Accounts Payable & VISA Statements

Councilor Jamieson asked what was spend at McGregor and was told by PW Wilkins that it was for fertilizer and not spraying.

6.3. Review & Approve Payment to Cleary Building for City Shop Project

CA Greiner explained that the next payment to Cleary Building for the city shop will be \$122,360 which may be before the July meeting and asked the council to approve the second payment.

A motion was made by Councilor Jamieson approve the payment of \$122,360 to Cleary Building for deliver of the city shop building. The motion was seconded by Councilor Hall and approved unanimously.

7. OLD BUSINESS

7.1. Discuss Murals in Historic District

Condon Arts has revised their interest in painting a mural on the south-facing wall of the building owned by Pat & Trish Sweeney on South Main Street. Although they were ready to complete it this month, it does not fit into the current sign ordinance and there is no specific mural ordinance. The council reviewed this request last year, but did not come up with a decision. Murals are noted in the Historic District ordinance but it points to the sign ordinance which has specific criteria.. CA Greiner asked for the direction of the council on how to proceed with either the council discussing the process or reviving the Historic District Advisory Committee (HDAC). It was the consensus of the council to have CA Greiner bring back several names to appoint to the HDAC at the July meeting that would include 1-2 councilors.

8. NEW BUSINESS

8.1. Waste Connections Rate Discussion

Jim Winterbottom, District Manger of Waste Connections, stated that he was present to discuss the 2023-24 rate increase. Waste Connections bases the annual raise by taking 85% of the Portland CPI for the previous year. The proposed increase this year is 7.37% over all services provided. Councilor Hall stated that he may have a potential conflict of interest due to his working with Waste Management which does business with Waste Connections.

A motion was made by Councilor Stinchfield to approve 7.37% rate increase of Waste Connections-The Dalles Disposal for the 2023-24 year.. The motion was seconded by Councilor Jamieson and approved unanimously.

8.2. Review & Discuss Finance Committee Recommendations

The council received salary recommendations for city staff. Mayor Hassing made a correction to Diane Hassing's transfer station position where the spreadsheet did not had the 2024 increase.

A motion was made by Councilor Stinchfield to approve the salary negotiation recommendation by the Finance Committee for city staff which includes the lifeguard schedule. The motion was seconded by Councilor Hall and approved unanimously.

CA Greiner stated that in the Finance Committee notes it was discussed that the clubhouse at the golf course may be demolished and replaced and, at one point, the council made a change to the budget to pay for this project. After a review with the auditor on the process of budget hearing changes, it was determined that the approved budget could support this project without any changes. Councilor Stinchfield stated that she wanted to make sure that there is a plan if the clubhouse is torn down to rebuild. CA Greiner said that she hoped to have a meeting with the Park & Recreation Committee in July or August to start the process of that project to get it completed before the end of the 2023-24 fiscal year.

CA Greiner stated that when the Finance committee met it discussed the Visioning project proposal from Rural Development Initiatives for \$40,000. A grant was submitted to Gilliam County Special Projects that was approved that morning for \$20,000. She noted that she is meeting with K'Lynn Lane of the Oregon Frontier Chamber to discuss additional grant funding from The Ford Family Foundation. It was the consensus of the council to move forward with the visioning project.

8.3. Review & Approve Resolution 2023-05 - A Resolution Adopting the 2023-24 Budget and Making Appropriations

A motion was made by Councilor Stinchfield to 2023-05 - A Resolution Adopting the Budget and making Appropriations. The motion was seconded by Councilor Hall and approved unanimously.

8.4. Review & Approve Resoltuion 2023-06 - A Resolution Declaring the City's Election to Receive State Revenues

A motion was made by Councilor Parm to approve Resolution 2023-06 - A Resolution Declaring the City's Election to Receive State Revenues. The motion was seconded by Councilor Kirby and approved unanimously.

8.5. Discuss Transfer Station & Recycle Depot Hours

CA Greiner stated that it was discussed to expand the Saturday transfer station and recycling depot hours after July 1, to 9 a.m. through 1 p.m. After discussion with staff at those locations and public works staff, one concern was that substitute staff may not be willing to work the extended hours that would now go into the afternoon. CA Greiner recommended expanding the hours to 9 a.m. through noon as a trial period. She noted that the current staff are on board with either scenario and those extended hours are built into the current budget. Councilor Jamieson asked who brought the change to the attention of staff and was told it was current staff and people that use the transfer station.

A motion was made by Councilor Jamieson to extend the hours of the transfer station and recylcing depot from 9 a.m. to noon on Saturdays. The motion was seconded by Councilor Hall and approved unanimously.

8.6. Review & Discuss Alley Vacation Request & Sale City Owned Lot

Barbara Anderson has requested that the city vacate the alley adjacent to her property at 726 S. Washington Street. She stated that she is currently mowing the alley and would like to plant fruit trees in that area due to the subirrigation present. CA Greiner explained that since the city did not have an ordinance to allow street or alley vacation, attorney Wyatt Baum outlined the process for this process to be completed. Anderson, as the private resident requesting the vacation of the alley, would have to obtain consent letters from two-thirds of the property owners, who are within 200 feet of the corners of the alley. Once that is completed, the city administrator will see if it meets the criteria, then a hearing process would be scheduled before the council, who can approve or deny it. Councilor Jamieson asked about the infrastructure in the alley and was told by PW Wilkins that a sewer line crosses through the alley and he does not anticipate any additional city services going in that location. PW Wilkins stated that there are 18 alleys in the city with only one being used currently, which happens to be an extension of the alley discussed. Councilor Jamieson stated that he did not want to set a precedent of alleys being vacated without criteria. CA Greiner was directed to do some research on what has been done in other cities and get a list of criteria to bring to the council in July.

Dana Carter, 603 N. Oregon, requested to purchase a city-owned lot by his residence for \$5,000. The lot is currently zoned Open/Public Spaces and does not have a legal, developed street to it as it is on the access road to the golf course. This lot is currently mowed by Carter and if built upon, as a residence, it would require street improvement. CA Greiner stated that the council has approved deferred development agreements that are attached to the deed that requires the purchaser to develop city infrastructure of street, water and sewer if they decide to build, plus any use would require a re-zone. Councilor Jamieson stated that he was against selling city assets that had appreciated in value and asked to get a valuation of this lot. CA Greiner stated that the county assessor has the lots value ranging from \$7,200 - \$11,470. Councilor Parm asked if this lot had a city use in the foreseeable future. Mayor Hassing stated that the city would gain tax revenue by selling and making improvements. It was the consensus of the council to have CA Greiner research the valuation of the lot and the process to sell the lot to either Carter, or through a competitive bid process.

8.7. Resolution - 2023-07 -Enterprise Zone Co-Sponsor Agreement

Delaney Watkins, Gilliam County Enterprise Zone Manager, stated that the city has been a partner in the Enterprise Zone (EZ) since 2002 and signed a predesignation agreement in 2012. This resolution would go into effect July 1, 2023. The designation is a recruitment tool for Condon to allow tax relief for 3-5 years. Condon has not had an application in the period that it has been in the EZ, but it continues to be used by neighboring counties to recruit businesses.

A motion was made by Councilor Stinchfield to approve Resolution 2023-07 - A Resolution Re-Designating the Gilliam County Enterprise Zone. The motion was seconded by Councilor Parm and approved unanimously.

9. STAFF REPORTS

9.1. Public Works – Public Works Superintendent Gibb Wilkins

PW Wilkins reported that 5.1 million gallons were produced at City Farm in May, which is 2 million gallons more than last year, and .5 million gallons above the average for May. He emailed the council the Safe Routes to School recommendations and asked them to review them by next Tuesday. He reported that the Senior Blues Golf group will be at the city course on Monday, June 12, that the flag pole at the park had been installed and that he assisted with community clean-up on May 19 and assisted eighth graders at Condon Grade School sweep streets last week. PW Wilkins reported that the Trimble/Washington Street project is to begin Monday, June 12 and the North Main sidewalk project is going to bid in the next two weeks. Public Works crew will have a county intern to assist at the golf course this summer and that he has been mowing city lots and rights-of-way.

9.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt reported that Deputy Thomas Burdick has been assigned to Condon and is working on getting lots mowed. If people have not mowed lots by June 15, they will receive a citation. He said that his office is fully staffed and that Memorial weekend traffic issues were minimal.

9.3. Administration – City Administrator Kathryn Greiner

CA Greiner asked if the Council would like to change their July meeting from the 5th to the 12th due to the July 4 holiday. It was the consensus of the council to schedule it for July 12, 7 p.m. She reminded the council that next Wednesday, June 14 is the joint city and council meeting to discuss short-term rentals. Rick Watkins has contact the city regarding the metal recycling pile and will take two loads to see if he wants to continue hauling it to Hermiston. This may cost the city some money if the price of scrap metal does not cover the cost of transportation. CA Greiner stated that two of the Gilliam County grants may need extensions - Trimble & Washington Street and the meter replacement due to the projects will not be completed past the current deadlines. The county grant of \$20,000 that has been received that was changed to Memorial Hall upgrades of installing ductless heat pump and floor refinishing is anticipating being completed by this fall. The floor is being refinished next week by a company that does the Condon High School gym floor. Bid for the heat pump system is due next week.

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

Mayor Hassing adjourned the meeting at 8:10 p.m.

Jim Hassing, Mayor

Date

ATTEST: _____
Kathryn Greiner City Administrator

Date