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

AGENDA
REGULAR CITY COUNCIL MEETING

WEDNESDAY, FEBRUARY 7, 2024, 7:00 PM

https://us02web.zoom.us/j/83618193993?pwd=c1NSVmRYeno4QmpQdTVWSnFDaG1rdz09

Meeting ID: 836 1819 3993
Passcode: 882218

1. **CALL REGULAR MEETING TO ORDER**
2. **ROLL CALL**
3. **PROCLAMATION OF FEBRUARY AS NOBEL LAUREATE MONTH FOR LINUS PAULING AND WILLIAM PARRY MURPHY**
4. **ADDITIONS TO AGENDA**
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.**
6. **CONSENT AGENDA**
   - 6.1. **Review & Approve the January 10, 2024 Regular City Council Meeting Minutes**
   - 6.2. **Review & Approve the Accounts Payable and VISA Statements**
   - 6.3. **Review & Approve Payment to Cleary Building for City Shop**
7. **OLD BUSINESS**
   - 7.1. **Fairway Housing Update**
   - 7.2. **Condon Grade School Update**
8. **NEW BUSINESS**
   - 8.1. **Review & Approve 2024 Goals & Priorities**
   - 8.2. **First Reading Ordinance 2024-07 - An Ordinance of Chapter 154-049 - Outdoor Lighting Standards**
   - 8.3. **Review & Approve Resolution 2024-03 - A Resolution Establishing Immunity From Certain Personal Injury or Property Damage Claims Described in House Bill 2865**
   - 8.4. **Discuss Transient Tax Ordiance and Agreement with Oregon Department of Revenue**
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**
11. **NEXT REGULAR MEETING DATE**

11.1. The next meeting of the Condon City Council is Wednesday, March 6, 2024, 7 p.m. at City Hall Council Chambers.

12. ADJOURN REGULAR 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 January 31, 2024

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

MINUTES
REGULAR CITY COUNCIL MEETING
128 S. MAIN STREET, CONDON, OR 97823
WEDNESDAY, JANUARY 10, 2024, 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, Donald Jamieson and Jeremy Kirby; Staff - City Administrator Kathryn Greiner, Public Works Superintendent Gibb Wilkins, and Gilliam County Sheriff Gary Bettencourt (arrived at 7:20 p.m.)

Absent: Councilors Dawn Parm, Jan Stinchfield and Tom Fatland

3. ADDITIONS TO AGENDA

Deleted appointing Cody Bettencourt and Haylee Potter since they have one more year on their terms. This is under 7.6. Added to 7.10 to "designate The Automation Group as the Intergrator of Record."

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.

None

5. CONSENT AGENDA

5.1. Review & Approve the December 6, 2023 Regular Condon City Council Meeting Minutes

A motion was made by Councilor Jamieson to approve the December 6, 2023, regular Condon City Council meeting minutes. The motion was seconded by Councilor Hall and approved unanimously.

5.2. Review December Accounts Payable and VISA Statements

No questions on the accounts payable or the VISA statements.

6. OLD BUSINESS

6.1. Condon Grade School Building Update

The Port of Arlington is working on abatement and draft design of the building if re-purposed. No other information to report.

6.2. Condon Can! Visioning Project Update

CA Greiner stated that the visioning project is estimated at $40,000 by Rural Development Initiatives (RDI) and $30,000 has been secured. The $30,000 was $20,000 from Gilliam County Special Project grant and $10,000 from RDI. The council can let the project continue at the $30,000 level, which would take away some of the in-person facilitation, or find the other $10,000. CA Greiner spoke with K'Lynn Lane of The Ford Family Foundation and believes $5,000 of those funds can be obtained from that source, leaving $5,000 to come from the city. She recommended that the city take the additional $5,000 from Community projects in the General Fund to finish the project with maximum in-person facilitation. This line item has been over spent, but it does not affect the appropriation for the Administrative portion of the budget, with the $100,000 building improvement line item not being used this year.

It was the consensus of the council to move forward with The Ford Family Foundation grant and pull the other $5,000 from the Community Fund line item in the General Fund to complete the project.

7. NEW BUSINESS

7.1. Second Reading of Ordinance 2024-05 - An Ordinance to Vacate an Alley

A motion was made byCouncilor Jamieson to approve the second reading of Ordinance 2024-005 – An Ordinance of the City of Condon, Oregon Vacating an undeveloped alley between Trimble and Pennoyer Streets, Block 5 of Moyer's Addition, Gilliam County Assessor Map 4S 21E 10DC Tax Lots 1100, 1200, and 1202 Condon, Oregon by title only.. The motion was seconded by Councilor Hall.
Yes- Jamieson, Hall, Kirby No- None, Abstain- None Absent- Parm, Stinchfield, Fatland
Motion carried.

CA Greiner read the ordinance by title only.

A motion was made by Councilor Jamieson to approve the second reading of Ordinance 2024-005 – An Ordinance of the City of Condon, Oregon Vacating an undeveloped alley between Trimble and Pennoyer Streets, Block 5 of Moyer's Addition, Gilliam County Assessor Map 4S 21E 10DC Tax Lots 1100, 1200, and 1202 Condon, Oregon. The motion was seconded by Councilor Kirby.
Yes- Jamieson, Hall, Kirby, No- None, Abstain- None Absent- Parm, Stinchfield, Fatland
Motion carried.

This ordinance will go into effect February 9, 2024.

7.2. Second Reading Ordinance 2024-06 - An Ordinance of the City of Condon Amending Chapter 32 of the Condon Muncipal Code - Public Contracting

A motion was made by Councilor Hall to approve the second reading of Ordinance 2024-06 - An Ordinance of the City of Condon Amending Chapter 32 of the Condon Municipal Code -Public Contracting by title only. The motion was seconded by Councilor Jamieson.
Yes- Jamieson, Hall, Kirby, No- None, Abstain- None Absent- Parm Stinchfield, Fatland
Motion carried.

CA Greiner read the ordinance by title only

A motion was made by Councilor Hall to approve the second reading of Ordinance 2024-06 - An Ordinance of the City of Condon Amending Chapter 32 of the Condon Municipal Code -Public Contracting. The motion was seconded by Councilor Kirby.
Yes- Jamieson, Hall, Kirby, No- None, Abstain- None Absent- Parm Stinchfield, Fatland
Motion carried.

Ordinance 2024-06 will go into effect February 9, 2024.

7.3. Review & Approve the 2024-25 Budget Calendar

A motion was made by Councilor Jamieson to approve the 2024-25 City of Condon Budget Calendar. The motion was seconded by Councilor Kirby and approved unanimously.

7.4. Review & Approve the Condon City Calendar

A motion was made by Councilor Hall to approve the 2024 Condon City Calendar. The motion was seconded by Councilor Jamieson and approved unanimously.

7.5. Appoint Budget Officer - Kathryn Greiner

Mayor Hassing appointed City Administrator Kathryn Greiner as the 2024-25 Budget Officer.

7.6. Appoint Jay LaRue and Dennis Bruneau to the Condon Budget Committee and Cody Bettencourt and Haylee Potter to the Planning Commission

Mayor Hassing appointed Jay LaRue & Dennis Bruneau to the City of Condon budget committee. The planning commission members have one more year on their term so were not appointed.

7.7. Appoint Councilors to City Committees

Mayor Hassing appointed the same committees as 2024 - Public Safety - Stinchfield & Fatland; Housing - Hall & Kirby; Park & Recreation - Fatland and Parm; Public Works - Hall & Jamieson; Finance - Kirby & Parm; Fiber - Stinchfield, Jamieson, Gilliam County Judge Elizabeth Farrar Campbell & Rita Rattray; Gilliam County Fire Services representative - Hall. Mayor Hassing will sit on each committee other that Gilliam County Fire Services.

7.8. Designate the City of Condon Depositories - Bank of Eastern Oregon & Oregon State and Local Government Investment Pool

Mayor Hassing designated Bank of Eastern Oregon and the Oregon State Local Government Investment Pool as the city's depositories.

7.9. Designate The Times-Journal as Newspaper of Record

Mayor Hassing designated The Times-Journal as the Newspaper of Record for the City of Condon.

7.10. Designate the Engineer of Record - David Wildman, PE of Anderson, Perry & Associates

Mayor Hassing designated David Wildman, PE of Anderson, Perry & Associates as the city's Engineer of Record and The Automation Group (TAG) as the Intergrator of Record.

7.11. Mayor Hassing's 2023 Annual Report

The council received Mayor Hassing's Annual Report of the City in their packet.

8. STAFF REPORTS

8.1. Public Works – Public Works Superintendent Gibb Wilkins

PW Wilkins stated that 2.4 million gallons were pumped at City Farm in December, which is average for this time of year. He said that Christmas Day the telemetry went down and had to be manually run for a week until TAG was able to come and fix it. PW Fitzsimmons has been working on the foundation and fill at the new city storage shop that is to be constructed this month. PW Wilkins asked for guidance on the issue of dumpsters in the city's right-of-way and in the parking lanes on some streets. PW Wilkins is in discussion with Waste Connections on a solution. CA Greiner said that it may need to be an ordinance change that gives the city the ability to enforce keeping the dumpsters out of the ROW. City staff will work on a solution and bring back to the council if an ordinance change is necessary.

Mayor Hassing asked about plowing the transfer station Saturday if there was significant snowfall. After a brief discussion, it was decided for the safety of the transfer station and recycle depot staff, to close both facilities this Saturday in light of the severe weather that was predicted for that day. CA Greiner will have administrative assistant Jessica Isley work on pushing this information out on social media tomorrow.

8.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt requested a meeting with the Public Safety Committee this year to discuss the services of his office to the city. He does not anticipate any changes to the agreement in financial terms, but wants to do a check-in to see if any changes need to be made. CA Greiner noted that the Public Safety Committee is Mayor Hassing and Councilors Stinchfield and Fatland and asked if they could meet in June when Councilor Fatland has returned home. He also stated that he was fully staffed and promoted Corporal Anthony Redden to Sargeant Redden.

8.3. Administration – City Administrator Kathryn Greiner

CA Greiner stated that the floor in the Memorial Hall was refinished last year, but it wasn't fully sanded to take out some of the stains and other imperfections. She received a quote from D-S Hardwood Corporation to re-sand and refinish the entire floor for $12,275 with a timeline of this March. She noted that she was moving forward unless any of the council had any objections. She also reminded the council of their retreat on Friday, January 19, 1 p.m.

9. COUNCIL INFORMATION

9.1. Council Retreat - Friday, January 19, 2024, 1 p.m. at City Hall

9.2. DMV Update

9.3. FEMA Letter

10. NEXT REGULAR MEETING DATE

10.1. The Next Regular Condon City Council Meeting will be Wednesday, February 7, 2024 7 p.m. at Condon City Hall.

11. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:35 p.m.

________________________________ Date ________
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	5544	TECH SUPPORT SVCS	01/02/2024	375.00	.00	
	Total ACCTECH - A SYSTEMS INTEGRATOR:				375.00	.00	
ARAMARK UNIFORM SERVICES							
115	ARAMARK UNIFORM SERVICES	DEC 2023	Admin Janitorial	12/31/2023	372.86	.00	
	Total ARAMARK UNIFORM SERVICES:				372.86	.00	
AT&T MOBILITY							
599	AT&T MOBILITY	872564008X12	PHONE	12/06/2023	18.75	.00	
599	AT&T MOBILITY	872564008X12	PW Cell Phone	12/06/2023	18.76	.00	
	Total AT&T MOBILITY:				37.51	.00	
BAUM SMITH LLC							
831	BAUM SMITH LLC	33862	Admin Legal	12/26/2023	540.00	.00	
	Total BAUM SMITH LLC:				540.00	.00	
BISHOP SANITATION							
876	BISHOP SANITATION	A-142071	Park Restroom	12/27/2023	157.00	.00	
	Total BISHOP SANITATION:				157.00	.00	
BOHN'S PRINTING							
148	BOHN'S PRINTING	1055	Copier Charge	12/26/2023	3.60	.00	
	Total BOHN'S PRINTING:				3.60	.00	
BOX R WATER ANALYSIS LAB							
151	BOX R WATER ANALYSIS LAB	X056840	Biochemical Oxygen	12/09/2023	112.00	.00	
151	BOX R WATER ANALYSIS LAB	X056847	E coli Coliform Testing	12/11/2023	89.50	.00	
	Total BOX R WATER ANALYSIS LAB:				201.50	.00	
COLUMBIA BASIN ELECTRIC							
169	COLUMBIA BASIN ELECTRIC	DEC 2023	CITY HALL	12/21/2023	319.64	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	PARK	12/21/2023	59.09	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	Memorial Hall	12/21/2023	182.66	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	Golf Course	12/21/2023	37.42	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	Sewer Plant w pivot	12/21/2023	248.39	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	Disposal	12/21/2023	523.45	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	City Farm	12/21/2023	1,119.91	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	Street Lights	12/21/2023	1,470.44	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	City Farm	12/21/2023	45.15	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	Pool	12/21/2023	57.50	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	Library	12/21/2023	310.19	.00	
169	COLUMBIA BASIN ELECTRIC	DEC 2023	GRADE SCHOOL	12/21/2023	191.60	.00	
	Total COLUMBIA BASIN ELECTRIC:				4,565.44	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
DEVIN OIL COMPANY							
224	DEVIN OIL COMPANY	DEC 2024	Water	12/31/2023	317.26	.00	
224	DEVIN OIL COMPANY	DEC 2024	Sewer Fuel	12/31/2023	317.25	.00	
	Total DEVIN OIL COMPANY:				634.51	.00	
GILLIAM COUNTY SHERIFF							
276	GILLIAM COUNTY SHERIFF	JAN 2024	6 months Police Contract	01/02/2024	10,500.00	.00	
	Total GILLIAM COUNTY SHERIFF:				10,500.00	.00	
HATTENHAUER DIST.							
304	HATTENHAUER DIST.	DEC 2023	Water	12/31/2023	46.67	.00	
304	HATTENHAUER DIST.	DEC 2023	Sewer	12/31/2023	46.66	.00	
	Total HATTENHAUER DIST.:				93.33	.00	
HOME TELEPHONE COMPANY							
766	HOME TELEPHONE COMPANY	DEC2023	Sewer	01/01/2024	165.76	.00	
766	HOME TELEPHONE COMPANY	DEC2023	Water	01/01/2024	43.74	.00	
766	HOME TELEPHONE COMPANY	DEC2023	Administration	01/01/2024	207.68	.00	
	Total HOME TELEPHONE COMPANY:				417.18	.00	
INLAND DEVELOPMENT CORPORATION							
897	INLAND DEVELOPMENT CORP	DEC 2023	MRC Fiber Project	01/01/2024	2,000.00	.00	
	Total INLAND DEVELOPMENT CORPORATION:				2,000.00	.00	
JAMIESON & MARSHALL							
328	JAMIESON & MARSHALL	DEC 2023	SERVICE FURNACES	12/29/2023	120.00	.00	
	Total JAMIESON & MARSHALL:				120.00	.00	
JOHN DEERE FINANCIAL							
248	JOHN DEERE FINANCIAL	DEC 2024	JD Tractor Parts	01/01/2024	111.33	.00	
248	JOHN DEERE FINANCIAL	DEC 2024	JD Tractor Parts	01/01/2024	111.33	.00	
248	JOHN DEERE FINANCIAL	DEC 2024	JD Tractor Repair	01/01/2024	111.33	.00	
	Total JOHN DEERE FINANCIAL:				333.99	.00	
M & A AUTO PARTS							
371	M & A AUTO PARTS	DEC 2023	LED	12/30/2023	15.99	.00	
371	M & A AUTO PARTS	DEC 2023	ORING	12/30/2023	2.79	.00	
371	M & A AUTO PARTS	DEC 2023	ORING	12/30/2023	2.79	.00	
371	M & A AUTO PARTS	DEC 2023	PLIERS	12/30/2023	12.50	.00	
371	M & A AUTO PARTS	DEC 2023	PLIERS	12/30/2023	12.50	.00	
371	M & A AUTO PARTS	DEC 2023	SCREW HOOK	12/30/2023	1.59	.00	
371	M & A AUTO PARTS	DEC 2023	EXT CORD	12/30/2023	39.99	.00	
371	M & A AUTO PARTS	DEC 2023	SCRAPER & SPRAYER	12/30/2023	10.25	.00	
371	M & A AUTO PARTS	DEC 2023	SCRAPER & SPRAYER	12/30/2023	10.24	.00	
371	M & A AUTO PARTS	DEC 2023	ICE MELT - RECYCLE CENTER	12/30/2023	12.99	.00	
371	M & A AUTO PARTS	DEC 2023	4TH QTR DEMMURAGE	12/30/2023	37.50	.00	
	Total M & A AUTO PARTS:				159.13	.00	
MORROW COUNTY GRAIN GROW.							
377	MORROW COUNTY GRAIN GRO	DEC 2023	MEMORIAL HALL	12/31/2023	115.14	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
377	MORROW COUNTY GRAIN GRO	DEC 2023	City Hall Propane	12/31/2023	303.97	.00	
377	MORROW COUNTY GRAIN GRO	DEC 2023	SEWER PROPANE	12/31/2023	191.74	.00	
377	MORROW COUNTY GRAIN GRO	DEC 2023	MEMORIAL HALL TANK RENTAL	12/31/2023	55.00	.00	
377	MORROW COUNTY GRAIN GRO	DEC 2023	City Hall Propane	12/31/2023	147.17	.00	
	Total MORROW COUNTY GRAIN GROW.:				813.02	.00	
OREGON ASSOC. OF WATER UTILITY							
413	OREGON ASSOC. OF WATER U	36650	2024 MEMBERSHIP DUES	01/01/2024	145.94	.00	
413	OREGON ASSOC. OF WATER U	36650	2024 MEMBERSHIP DUES	01/01/2024	145.94	.00	
	Total OREGON ASSOC. OF WATER UTILITY:				291.88	.00	
POST MASTER							
463	POST MASTER	JAN 2024	Postage Trust Account	01/01/2024	250.00	.00	
463	POST MASTER	JAN 2024	Postage Trust Account	01/01/2024	250.00	.00	
463	POST MASTER	JAN 2024	Postage Trust Account	01/01/2024	250.00	.00	
	Total POST MASTER:				750.00	.00	
TENNESON ENGINEERING							
533	TENNESON ENGINEERING	10645-05	Planning Consultant	12/26/2023	459.00	.00	
533	TENNESON ENGINEERING	10645-05	Planning Consultant - FAIRWAY H	12/26/2023	331.50	.00	
	Total TENNESON ENGINEERING:				790.50	.00	
THE TIMES-JOURNAL							
540	THE TIMES-JOURNAL	DEC 23	YEARLY SUBSCRIPTION	12/22/2023	52.00	.00	
	Total THE TIMES-JOURNAL:				52.00	.00	
TWO BOYS MEAT & GROCERY							
548	TWO BOYS MEAT & GROCERY	DEC 2023	SHOP COFFEE	12/26/2023	13.22	.00	
548	TWO BOYS MEAT & GROCERY	DEC 2023	SHOP COFFEE	12/26/2023	13.22	.00	
548	TWO BOYS MEAT & GROCERY	DEC 2023	CITY PARTY SUPPLIES	12/26/2023	972.06	.00	
	Total TWO BOYS MEAT & GROCERY:				998.50	.00	
VISA							
559	VISA	DEC 23 1827	TRACTOR TURN SIGNAL	12/22/2023	90.08	.00	
559	VISA	DEC 23 1827	CIS CONFERENCE	12/22/2023	225.00	.00	
559	VISA	DEC 23 5886	SPREADERS	12/22/2023	74.15	.00	
559	VISA	DEC 23 5886	SPREADERS	12/22/2023	74.15	.00	
559	VISA	DEC 23 5886	MICROSOFT ONLINE SVCS	12/22/2023	37.50	.00	
559	VISA	DEC 23 5886	MICROSOFT MONTHLY EMAIL	12/22/2023	96.00	.00	
559	VISA	DEC 23 5886	DISPLACEMENT METER	12/22/2023	666.00	.00	
559	VISA	DEC 23 5886	PAVEMENT MARKS	12/22/2023	397.52	.00	
559	VISA	DEC 23 5886	CHRISTMAS LIGHTS	12/22/2023	174.53	.00	
559	VISA	DEC 23 5886	GOOGLE NEST HUB	12/22/2023	89.99	.00	
559	VISA	DEC 23 5886	FLASHING LIGHT BAR	12/22/2023	27.99	.00	
559	VISA	DEC 23 5886	CALENDAR BOOK	12/22/2023	13.34	.00	
559	VISA	DEC 23 5886	CALENDAR BOOK	12/22/2023	13.34	.00	
559	VISA	DEC 23 5886	CAMERA & DOOR LOCK	12/22/2023	452.99	.00	
559	VISA	DEC 23 5886	POWER STRIP	12/22/2023	21.84	.00	
559	VISA	DEC 23 5886	LIGHTED WREATH	12/22/2023	281.99	.00	
559	VISA	DEC 23 5886	TEA	12/22/2023	33.67	.00	
559	VISA	DEC 23 5886	MAIL LARGE ENVELOPES	12/22/2023	72.21	.00	
559	VISA	DEC 23 5886	CITY PARTY SUPPLIES	12/22/2023	81.14	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
559	VISA	DEC 23 5886	FOLDERS	12/22/2023	43.98	.00	
559	VISA	DEC 23 5886	CXITY PARTY SUPPLIES	12/22/2023	87.77	.00	
559	VISA	DEC 23 5886	PARTY SUPPLIES	12/22/2023	32.15	.00	
559	VISA	DEC 23 5886	THERMOSTAT	12/22/2023	218.00	.00	
559	VISA	DEC 23 5886	MAIL LARGE ENVELOPE	12/22/2023	1.83	.00	
	Total VISA:				3,307.16	.00	
WADE VETERINARY SERVICES INC							
1606	WADE VETERINARY SERVICES	DEC 2023	RABIES VACCINES	12/25/2023	20.75	.00	
	Total WADE VETERINARY SERVICES INC:				20.75	.00	
	Grand Totals:				27,534.86	.00	

Dated: ____

Mayor: ____

City Admininstrator: ____

Report Criteria:

Detail report.

Invoices with totals above $0.00 included.

Paid and unpaid invoices included.

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 2
Account Number: #### #### #### 1827

VISA

RECEIVED
JAN - 2 2024
CITY OF CONDON

Account Summary

Billing Cycle		12/22/23
Days In Billing Cycle		31
Previous Balance		$2,989.98
Purchases	+	315.08
Cash	+	0.00
Special	+	$0.00
Balance Transfers	+	$0.00
Credits	-	$0.00
Payments	-	$2,989.98
Other Charges	+	$0.00
Finance Charges	+	0.00
NEW BALANCE		**$315.08**

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

Credit Summary

Total Credit Line	$10,000.00
Available Credit Line	$9,684.00
Available Cash	$0.00
Amount Over Credit Line	$0.00
Amount Past Due	**$0.00**
Disputed Amount	$0.00

Payment Summary

NEW BALANCE	$315.08
MINIMUM PAYMENT	$315.08
PAYMENT DUE DATE	01/16/2024

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.

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!

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount	
11/28/23	11/29/23	5039	24492153332745641715678	BOBCAT COMPANY Tractor turn signal 844-926-2228 ND	$90.08	G300
12/04/23	12/05/23	9399	24493983338207018900139	CITY COUNTY INSURANCE SE Conference CIS 503-763-3825 OR	$225.00	A140
12/14/23	12/15/23	6010	1 3349121992000050	PAYMENT - THANK YOU	$2,989.98 -	

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

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

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

Account Number
1827

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

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
12/22/23	$315.08	$315.08	01/16/2024

AMOUNT OF PAYMENT ENCLOSED
$ 315.08

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

1027

MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

12 4344 2212 1004 1827 00031508 00031508 8

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 2

Account Number: #### #### #### 1827
Closing Date: 12/22/23
Credit Limit: $10,000.00 Available Credit: $9,684.00

VISA

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	$ 315.08

[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.

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 1
Account Number: #### #### #### 5886

VISA

RECEIVED
JAN - 2 2024
CITY OF CONDON

Account Summary

Billing Cycle		12/22/23
Days In Billing Cycle		31
Previous Balance		$2,673.83
Purchases	+	2,992.08
Cash	+	0.00
Special	+	$0.00
Balance Transfers	+	$0.00
Credits	-	$0.00
Payments	-	$2,673.83
Other Charges	+	$0.00
Finance Charges	+	0.00
NEW BALANCE		**$2,992.08**

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	$2,992.08
MINIMUM PAYMENT	$2992.08
PAYMENT DUE DATE	01/16/2024

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.*

Credit Summary

Total Credit Line	$10,000.00
Available Credit Line	$6,874.00
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!

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
11/22/23	11/23/23	5942	24692163326101535579363	AMZN Mktp US*YW8OH7NK3 Spreaders Amzn.com/bill WA G150 $74.15 Park10 $74.15	$148.30
11/22/23	11/23/23	5045	24430993326400819117057	MSFT * E0500PYO9E online svcs MSBILL.INFO WA	$37.50 A150
11/22/23	11/23/23	5045	24430993326400819127551	MSFT * E0500PYE2L monthly Email MSBILL.INFO WA	$96.00 A150
11/22/23	11/23/23	5074	24435653326839202716691	POLLARDWATER.COM #3325 Displacement meter 844-872-3857 WA	$666.00 W230

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

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

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

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
12/22/23	$2,992.08	$2992.08	01/16/2024

$ 2992.08

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

772

MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

12 4344 2212 1003 5886 00299208 00299208 0

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 1

Account Number: #### #### #### 5886
Closing Date: 12/22/23
Credit Limit: $10,000.00 Available Credit: $6,874.00

VISA

772

Cardholder Account Summary Continued

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
11/22/23	11/23/23	5085	24755423327733276460550	GRAINGER 877-2022594 IL Pavement marks	$397.52 St23 1
11/24/23	11/26/23	5719	24492153328713973260297	CHRISTMAS LIGHTS ETC Christmas lights 404-969-4518 GA	$174.53 A40
12/03/23	12/04/23	5942	24692163337100932082317	AMZN Mktp US*1E44A6DQ3 Google Nest Hub Amzn.com/bill WA	$89.99 A40
12/04/23	12/05/23	5942	24692163338102066540390	AMZN Mktp US*JF2XV5UH3 Flashing light bar Amzn.com/bill WA	$27.99 W270
12/04/23	12/05/23	5331	24011343338000053444109	WWW.AMAZON* 113-762798 Calendar book WWW.AMAZON.CO WA	W270 $13.34 $26.68 S270 $13.34
12/05/23	12/06/23	5942	24692163339102809052223	AMZN Mktp US*A33AP3603 Camera + smart Door Lock Amzn.com/bill WA	$452.99 A40
12/05/23	12/06/23	5942	24692163339102811038699	AMZN Mktp US*PJ2XL5JP3 power strip w/ timer Amzn.com/bill WA	$21.84 A40
12/05/23	12/06/23	5999	24113433339200294094201	CHRISTMAS CENTRAL lighted wreath 716-706-0320 NY	$281.99 A40
12/05/23	12/06/23	5942	24431063339083327371592	AMZN MKTP US*HP22A2AQ3 Tea SEATTLE WA	$33.67 A10
12/08/23	12/10/23	9402	24137463343001580334720	USPS PO 4017920823 mail large envelopes CONDON OR	$72.21 A10
12/09/23	12/10/23	5300	24692163343106018745000	WWW COSTCO COM party supplies 800-955-2292 WA	$81.14 A600
12/11/23	12/12/23	5942	24692163345108542207075	Folders A10 $43.98 AMZN Mktp US*FL1GN3XA3 Amzn.com/bill WA Party supplies $87.77 A600	$131.75
12/15/23	12/15/23	5310	24943003349060371303999	BI-MART 655 HERMISTON OR party supplies	$32.15 A600
12/14/23	12/15/23	6010	1 3349121992000030	PAYMENT - THANK YOU	$2,673.83 -
12/18/23	12/19/23	5732	24692163352102131791565	GOOGLE *Google Store Thermostat 855-836-3987 CA	$218.00 A40
12/20/23	12/21/23	9402	24137463355001700237667	USPS PO 4017920823 mail large envelope CONDON OR	$1.83 A10

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	$ 2,992.08

[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.

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Sold To:	Ship To:
CITY OF CONDON PO BOX 445 CONDON, OREGON 97823	CITY OF CONDON 1034 S. JEFFERSON STREET CONDON, OREGON 97823

Job No:	Sales Specialist	Contract	Date Printed
2023102128	CHRISTY HOFBAUER	Erected	1/29/2024 11:31:42 AM

IF NOT PAID UPON COMPLETION,
INTEREST WILL BE CHARGED AT 3/4%
EVERY 15 DAYS

Date	Transaction	Amount	Balance
	Original Contract Amount		$305,899.00
6/15/2023	Change Order #1	$0.00	$305,899.00
9/5/2023	Change Order #2	$8,143.20	$314,042.20
10/2/2023	Change Order #3	$0.00	$314,042.20
11/27/2023	Change Order #4	$0.00	$314,042.20
9/5/2023	Change Order #2 - Down Payment	$2,035.80	$316,078.00
	Revised Contract		$316,078.00
	Total Amount Due		$316,078.00
5/23/2023	Check 19177 received	($61,180.00)	$254,898.00
12/12/2023	Check 19444 received	($209,739.00)	$45,159.00
	Payment due to foreman upon trusses in place	$34,659.00	
	Payment due foreman on completion	$10,500.00	
	REMAINING BALANCE		$45,159.00

Invoice is as current as possible - may not include change orders

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Goals & Priorities
Council Retreat – January 19, 2024
Approved by City Council February 7, 2024

WATER

Current Projects – Ongoing- up to two years

- PW crew will work on projects within the city's Master Plan:
    - Summit Street – Main to East Street
- Install radio water meters that include leak detection
- Obtain maps that show where the meters are in the system
- Review water rates
- Plan for Phase II of the telemetry system upgrade
- Cell tower revenue will be diverted to its own line item in Fund 020 for a reserve for transmission line
- Monitor transmission line potential problem areas that were noted in the line's evaluation three years ago.
- Water conservation program – continue to investigate programs and possible grant funds for residents.
- Upgrade telemetry from City Farm to City Shop with either fiber if available or radio system in TAG evaluation.

Two-Ten Year Projects

- Refurbish wet well at City Farm with either a liner or epoxy material.
- Public Works crew is evaluating and assessing the trouble spots in the system and work on projects in the Public Works Master Plan as needed.
- Continue to evaluate Master Plan to determine when an amendment is needed

SEWER

Ongoing – Two Years

- Public Works crew is evaluating and assessing the trouble spots in the system and work on projects in the Public Works Master Plan as needed
- Develop a plan for manhole replace or installation and place the goal of one manhole per fiscal year.
- Sewer line replacement on Gilliam Street from East to Main Streets

Five + Year Project

- Develop "sludge plan" for lagoons with Anderson, Perry & Associates (Will do this plan if needed)

STREETS/SIDEWALKS

Current – Two year

- Complete ODOT Small City Allotment grant to pave Oregon Street from Walnut to Trimble Street.
- Complete the last year of the ODOT STIP sidewalk project on North Main Street.
- Map paving priorities for 10 years by working with Public Works Committee – PW priorities West Frazer, North Main and North Oregon streets
- Investigate cost-share program for sidewalk replacement or installation for residents that coincide with the city's sidewalk standards. Budget $20,000 for a program that is first come first serve that provides city approved sidewalks. Start a marketing campaign to let residents know this exists in the 2024-25 budget cycle
- Continue to apply for street and sidewalk grants as applicable. This includes Safe Routes to School grants

Two-Ten Year Projects

- Streets – Complete repairs and replacement as water and wastewater project are completed.
- Continue sidewalk replacement/repair project with council prioritizing projects.

TRANSFER STATION/RECYCLE DEPOT

Current Projects - Ongoing

- Continue to investigate recycling options. Working with current partners – Waste Connections and Rick Watkins

GOLF

One-Two Year Projects

- Demolition clubhouse in the winter/spring of 2024.
- Complete plans for clubhouse and put out to bid in spring 2024.
- Working on a tree master plan.
- Repair fencing along the perimeter and check into seeing if the OYCC group can do this task. Fencing was put at a low priority.

PARK

Current Project - Ongoing

- Add public art and work to remove ODOT signs on the point.
- Tree planting plans to eventually replace elms.

POOL

Current Project – Ongoing

- Replace thermal cover and apply for grants to offset cost
- Put in place a one-year work plan to operate the Condon Community Pool that includes a lease with Condon School District and work with Gilliam County on funding.
- Working with Pool Committee to get a plan to operate it at the current location for the next several years. Will do a survey to see the level of interest in maintaining a community pool. Determine where funding will come from for maintenance as the school is no longer a community partner.
- Plans for a new pool and timeline based on Pool Committee's response in next year

FACILITIES

One-Two Year Projects

- **Memorial Hall**
  - Research drop-down screens for meetings.
  - Start the process of getting duct work installed
- **City Hall**
  - Research new flooring, insulation, new front window and other maintenance issues in the Main part of City Hall.
- **Ward Street Shop**
  - Nothing while leased to Gilliam County. Rent is waived to Gilliam County until January 1, 2026 due to the improvements that were installed at inception of lease.
- **Condon Grade School**
  - Work with Port of Arlington, Condon Grade School Committee, Gilliam County on development of this facility.

VEHICLES

Current – Ongoing

- Snow plow blades for two city pickups
- Replace 10-yard dump truck with a 5-yard dump truck
- Dump bed for 2010 Silver Chevrolet to replace 1-ton at golf course & park

PUBLIC SAFETY

Current Project - Ongoing

- Review contract with Gilliam County Sheriff Office, Gilliam County Fire Services and South Gilliam County Rural Fire Protection District

ECONOMIC DEVELOPMENT

Current Project – Ongoing

- Fiber/Broadband – Dark Fiber Lease
    - Make a free Wi-Fi at City Park and Condon Community Pool with the use of the city's leased fiber
    - Update the Broadband Utilization Plan with community partners
- Housing project –
    - Fairway Housing project – Work with Hayden Homes on a development plan and apply for grants as needed
    - Continue to investigate local, state and federal programs to continue to develop buildable lots with community partners.
- Public Art – Bronze statutes of Nobel Prize Winners from Condon; art work on the point at the park (fly fisherman, farmer); other areas of Main Street. Investigate grants for public art at local, state and federal level.
- Investigate charging stations for electric vehicles and partner with local entities.
- Computer Visioning process with Rural Development Initiatives
- Work with Port of Arlington, Gilliam County, Oregon Department of Aviation for installing fuel sales at Linus Pauling Field
- Discussed purchasing bus company property in Condon for potential office and vehicle storage space

"WISH LIST"

Projects

- Water Conservation incentives – cost share on low flow toilets, showerheads, etc.
- Solar panel field at the site of the pivot
- Work toward a comprehensive strategic/marketing plan for the City of Condon. What do we want the city to achieve or look like in the future?

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CITY OF CONDON
RESOLUTION 2024-03

A RESOLUTION ESTABLISHING IMMUNITY FROM CERTAIN PERSONAL INJURY OR PROPERTY DAMAGE CLAIMS DESCRIBED IN HOUSE BILL 2865

FINDINGS:

1. The City Council of the City of Condon finds that the Oregon Legislature enacted House Bill 2865 in its 2011 Regular Session.
2. HB 2865 limits private claims of rights of action based on negligence for personal injury or property damage resulting from use of a trail that is in the public easement or in an unimproved right of way, or from use of structures in the public easement or unimproved right of way, by a user on foot, on a horse or on a bicycle or other nonmotorized vehicle or conveyance; and
3. The City Council finds that House Bill 2865 applies automatically to cities with a population of 500,000 or more and allows cities with lesser population to opt in to limit liability in the manner established by the law; and
4. The City Council finds that the City of Condon will limit its liability from certain claims by opting in to the immunity provided for in House Bill 2865.

THE CITY OF CONDON RESOLVES AS FOLLOWS:

1. The City of Condon, on behalf of its officers, employees and agents, hereby opts to limit its liability with respect to personal injury or property damage resulting from use of a trail that is in a public easement or in an unimproved right-of-way, or from use of structures in the public easement or unimproved right of way, with respect to claimants who may be a user on foot, on a horse or on a bicycle or other nonmotorized vehicle or conveyance.
2. The City of Condon further opts to extend the immunity contained in Section 1 of this resolution to:
   a. The owner of land abutting the public easement in the city, and unimproved right-of-way in the City; and
   b. A nonprofit corporation and its volunteers for the construction and maintenance of the trail or the structures in the public easement or unimproved right-of-way in the city.
3. The resolution shall be effective immediately.

Passed by the City Council and signed by the Mayor this 7h day of February 2024.

____________________________ ____________
Jim Hassing, Mayor Date

ATTEST:

____________________________ ____________
Kathryn Greiner, City Administrator Date