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MINUTES REGULAR CITY COUNCIL MEETING

WEDNESDAY, FEBRUARY 7, 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 Dawn Parm, Jan Stinchfield, Dustan Hall, Tom Fatland-7:05 p.m. (zoom), Staff - City Administrator Kathryn Greiner, Public Works Superintendent Gibb Wilkins.

Absent: Councilor Donald Jamieson and Jeremy Kirby; Staff - Gilliam County Sheriff Gary Bettencourt.

3. PROCLAMATION OF FEBRUARY AS NOBEL LAUREATE MONTH FOR LINUS PAULING AND WILLIAM PARRY MURPHY

Councilor Parm read the Proclamation of February as Nobel Laureate Month for Linus Pauling and William Parry Murphy.

4. ADDITIONS TO AGENDA

4.1. Review Golf Course Clubhouse Site Plan

5. PUBLIC COMMENT

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

None

6. CONSENT AGENDA

6.1. Review & Approve the January 10, 2024 Regular City Council Meeting Minutes

A motion was made by Councilor Hall to approve the January 10, 2024 regular Condon City Council meeting minutes. The motion was seconded by Councilor Parm and approved unanimously.

6.2. Review & Approve the Accounts Payable and VISA Statements

No questions on the accounts payable or VISA statements.

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

This was waived as the amount is not over \$50,000 and is budgeted.

7. OLD BUSINESS

7.1. Fairway Housing Update

CA Greiner stated that she has reached out to Hayden Homes to discuss the Fairway Housing project and to set up a meeting with the Housing Committee in March. She will get some available dates and coordinate with members.

7.2. Condon Grade School Update

No news on the grants for abatement have been received.

8. NEW BUSINESS**8.1. Review & Approve 2024 Goals & Priorities**

A motion was made by Councilor Stinchfield to approve the 2024 Goals and Priorities. The motion was seconded by Councilor Parm and approved unanimously.

8.2. First Reading Ordinance 2024-07 - An Ordinance of Chapter 154-049 - Outdoor Lighting Standards

Councilor Hall made a motion to approve the first reading of Ordinance 2024-07 - An Ordinance of the City of Condon Creating Chapter 154.049 - Outdoor Lighting Standards of the Condon Municipal Code by Title Only. The motion was seconded by Councilor Stinchfield.

Roll Call Vote - yes Councilors Parm, Hall, Stinchfield, Fatland. No - None;

Motion passed

CA Greiner read Ordinance 2024-07 by title only.

A motion was made by Councilor Hall to approve the first reading of Ordinance 2024-07 - An Ordinance of the City of Condon Creating Chapter 154.049 - Outdoor Lighting Standards of the Condon Municipal Code. The motion was seconded by Councilor Parm.

Roll Call Vote - yes Councilors Parm, Hall, Stinchfield, Fatland. No - None; Motion passed.

The second reading will be at the March 6, 2024 city council meeting.

8.3. Review & Approve Resolution 2024-03 - A Resolution Establishing Immunity From Certain Personal Injury or Property Damage Claims Described in House Bill 2865

A motion was made by Councilor Stinchfield to approve Resolution 2024-03 - A Resolution Establishing Immunity from Certain Personal Injury or Property Claims Described in House Bill 2865. The motion was seconded by Councilor Parm and approved unanimously.

8.4. Discuss Transient Tax Ordinance and Agreement with Oregon Department of Revenue

This is a follow up from the discussion at the retreat where if the city would like to proceed with the Oregon Department of Revenue collecting and administering the transient tax program for Condon. The cost is \$10 per entity that provides lodging per quarter and the funds will be deposited into the city's state bank account 2 months after quarter end. An ordinance will have to replace the current one for transient tax collection and an Intergovernmental Agreement with DOR. The DOR staff will review the ordinance prior to bringing to the council for approval, but CA Greiner does not anticipate any issues as the draft in the packet is the sample from the DOR packet. Councilor Fatland said that he noticed in the document there was an issue with the 30-day rule for transient taxes, with CA Greiner noting that she would correct the document.

It was the consensus of the council to move forward and bring the ordinance to them for consideration at the March meeting. The ordinance and IGA will be reviewed by city attorney Wyatt Baum.

8.5. ** Review & Approve Site Plan for Golf Course Clubhouse

Designer Vernon Grey has suggested the golf course clubhouse house be set back and provided a drawing showing the current placement and his suggested placement. CA Greiner stated that the Public Works Department is leaving the decision to the council as utilities are close by. Councilor Jamieson stopped at City Hall today and said he would like to see it kept in the same location. Councilor Stinchfield and Parm stated that they wanted it to remain in the same location. It was discussed having the outdoor kitchen that is planned to go on the north side of the building be reversed and put on the south side near the neighboring home and erecting a fence between the properties.

Consensus to keep the location of the new clubhouse in the same location but inquire from the plans if the outdoor kitchen can go on the south side of the building instead of the north side.

9. STAFF REPORTS**9.1. Public Works – Public Works Superintendent Gibb Wilkins**

PW Wilkins reported that 2.7 million gallons of water were pumped in January, which is the highest amount during that time in 10 years. Discussed that the meter readings have been estimated the last two months and there have been some large amounts of water used due to broken pipes. Stated that with the new meters to be installed this year with leak detection, these issues can be addressed quickly. With the new system customers will be able to log on to their accounts and get water usage of their accounts in real time. PW Wilkins said that staff Aaron Fitzsimmons is working on the groundwork of the new city shop which will be completed in the next several weeks. He attended the Lower John Day ACT meeting that discussed ODOT's 2027-30 funding and will hear several grant submittals in the fall of this year. He noted that the new sidewalk by Bennett's Tire and Auto is heaving and that there are several locations of cracked and chips in the walks. Discussed the Safe Routes to School and Small City Allotment grants that he anticipates applying for in the next year. SRTS grant will be for a sidewalk near the day care and the SCA will pave near SSV.

9.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Statistic report was provided.

9.3. Administration – City Administrator Kathryn Greiner

CA Greiner updated the council on the airport fuel grant and thanked them for allowing her to assist with this project. She said that the city is in need of a budget committee member as Dennis Bruneau has resigned and that she will be out of the office on vacation next week. The council toured the Mid Columbia Bus barn that day and CA Greiner stated that she had some questions regarding the current lease and the ability to lease the rest of the building. She stated that if the council had questions about the real estate agent, to please get them to her and if the council is still interested, they could schedule an executive session at the March or April meeting. Some of the questions were the status of the current lease with the bus company, electrical and water systems in the building and if there are environmental concerns, namely underground fuel tanks or environmental hazards. Mayor Hassing asked about the city's leased fiber line from Arlington to Condon and that the county discussed earlier in the day that they are planning for fiber project in the north end of the county. The south end of the county has federal funds to Rally that will provide broadband to those residents.

10. COUNCIL INFORMATION

None

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

Mayor Hassing adjourned the meeting at 7:38 p.m.

Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator