



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

MINUTES REGULAR CITY COUNCIL MEETING

WEDNESDAY, APRIL 3, 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, Jeremy Kirby(zoom), Dustan Hall, Tom Fatland (zoom); staff - City Administrator Kathryn Greiner(zoom), Public Works Superintendent Gibb Wilkins, Gilliam County Undersheriff Tory Flory (arrived at 7:25 p.m.).

Absent: Councilor Donald Jamieson

3. ADDITIONS TO AGENDA

3.1. **** Review & Approve the Addendum to Rural Development Initiatives Contract for Visioning Project**

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.**

Dana Carter and Stephanie Carter reiterated their desire to purchase the city lot next to their home to build a shop. They will go to City Hall to discuss the issue with CA Greiner on Friday.

5. CONSENT AGENDA

5.1. **Review & Approve the March 6, 2024 Regular Condon City Council Meeting Minutes**

A motion was made by Councilor Stinchfield to approve the March 6, 2024 regular Condon City Council meeting minutes. . The motion was seconded by Councilor Parm and approved unanimously.

5.2. **Review the March Accounts Payable & VISA Statements**

Councilor Fatland asked about the costs incurred at the reservoir. PW Wilkins stated that it was a call after the communication went down Christmas Day.

5.3. **Approve Payment to ODOT for Match of Sidewalk Grant of \$78,515.86**

CA Greiner explained that the amount owed to ODOT was in the grant agreement signed in 2018 for the North Main sidewalk project.

A motion was made by Councilor Parm to approve the payment of \$78,515.86 to ODOT for the sidewalk project on north Main Street. The motion was seconded by Councilor Hall and approved unanimously.

6. OLD BUSINESS

6.1. **Condon Grade School Update**

No new update.

7. NEW BUSINESS

7.1. Award Condon Golf Course Clubhouse Bid - Rutherford Construction, LLC

CA Greiner explained that once approved, a contract will be negotiated between the city and Rutherford Construction, but she does not anticipate many changes other than adding the cost of a construction bond.

A motion was made by Councilor Parm to approve the construction contract for the golf course clubhouse with Rutherford Construction, LLC for the amount of \$210,475. The motion was seconded by Councilor Fatland and approved unanimously.

7.2. Discuss Oregon Park & Recreation Grant -Golf Course Restroom or Planning

An Oregon Park & Recreation grant is available for planning or construction of a restroom at the golf course. The grant is due May 1 for projects at \$100,000 that would be awarded in August. CA Greiner asked if there is interest in applying for this grant or to wait until the clubhouse is built and moves forward. The planning grant would be for the space behind the grade school, but CA Greiner stated that since the property is in the possession of Port of Arlington Environmental Sentry Corporation, this grant will be put on hold. Consensus of the council to not apply for this grant this year.

7.3. Review & Approve OLCC License Request by A. Sedlock

A motion was made by Councilor Fatland to approve the OLCC license request by Alyson Sedlock. The motion was seconded by Councilor Stinchfield and approved unanimously.

7.4. Budget Increase Request of South Gilliam County RFPD

The council received a funding increase from South Gilliam County Rural Fire Protection district from \$11,000 to \$17,500 a year. CA Greiner stated that she put the amount in the budget, but the agreement will need to be revised prior to payment. The city has representation on the Gilliam County Fire Services Board, but not the rural fire district. Consensus of the council to schedule a Public Safety Committee meeting in June to discuss changing the fire services contract to note a new amount for services.

7.5. Discuss Condon Food Pantry Funding Request

CA Greiner stated that the budget supports a \$2,500 donation which is the same as what was given to them in the current fiscal year. Councilor Stinchfield asked about other funding they were looking at for their building purchase. Councilor Fatland asked if they had looked at other building options and said that the shop behind City Hall was mentioned at one time and it was still a possibility. Councilor Fatland suggested that this issue go to the Finance Committee meeting in May to discuss what funding may be available.

7.6. ** Review & Approve the Addendum to Rural Development Initiatives Contract for Visioning Project

This addendum added \$10,000 to the first contract, of which \$5,000 was received from The Ford Family Foundation and \$5,000 will be taken from the city's budget. It adds on more in-person facilitation and the second community meeting that is scheduled for May 13, 4-8 p.m. at the Memorial Hall.

A motion was made by Councilor Stinchfield to approve the addendum to the RDI contract. The motion was seconded by Councilor Parm and approved unanimously.

8. STAFF REPORTS**8.1. Public Works – Public Works Superintendent Gibb Wilkins**

PW Wilkins said that 2.4 million gallons were pumped at City Farm in March. The park and golf course employees started this week, PW Aaron Fitzsimmons is going to short school next week and a weather station has been installed at the city shop to better predict Condon's weather. He said that there are three lots that were purchased that require water and sewer connections to develop, and he is working with engineers and land owner to get this completed. PW Wilkins said that "dark sky" streetlights have been installed near the baseball field development if anyone would like to see the difference to the regular streetlights. He said that the north Main Street sidewalk project is to begin this month.

8.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Lieutenant Flory said that Sheriff Bettencourt has been elected president of the Western State Sheriff's Association and will be busy with public land issues. He stated that Deputy Brittney Orendorff has been accepted into an investigation school and will be assisting major crime teams. He noted that he said that he was available to hear any city concern and that the Gilliam County Sheriff's Office is now fully staffed.

8.3. Administration – City Administrator Kathryn Greiner

CA Greiner stated that a request for a mural came in and needed to get dates from Mayor Hassing and Councilors Kirby & Hall for a HTAC meeting. It was decided that the group would look into having the HTAC meeting April 25, 5:30 p.m. Reminded council to fill out their annual ethics paperwork that is due April 15 and that the budget meeting is Monday, April 22.

9. COUNCIL INFORMATION

9.1. 2024-25 Budget Documents & Committee Notice

10. NEXT REGULAR MEETING DATE

10.1. The next regular Condon City Council meeting is Wednesday, May 1, 2024, 7 p.m.

11. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:34

Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator