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**MINUTES
SPECIAL CITY COUNCIL MEETING**

WEDNESDAY, JUNE 19, 2024, 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; Councilors Jan Stinchfield, Dawn Parm, Dustan Hall and Jeremy Kirby (zoom); staff - City Administrator Kathryn Greiner and Public Works Superintendent Gibb Wilkins; Engineer of Record Dave Wildman of Anderson, Perry & Associates and Cayn Osborn of Anderson, Perry & Associates.

Absent: Councilors Tom Fatland and Donald Jamieson.

3. AWARD WATER METER UPGRADE AND SERVICE LINE INVENTORY BID

Engineer Dave Wildman went over the bid summary and the construction award letter with the council. He noted that the bid results were broken out by the meter replacement project and the required service line inventory. The inventory is a requirement of the federal Environmental Protection Agency and must be done by October 31, 2024. Wildman noted that there may be some federal funding for the inventory project, and he will give the information to city staff.

Two bids were received with Eastern Oregon Contracting (EOC) bidding \$753, 816 and Crestline Construction Company, LLC bidding \$909,368. Anderson, Perry & Associates vetted the bids and EOC is in good standing with the Oregon Contractors Board. The first step is to have an Intent to Award, which allows anyone seven days to protest the bid award. After seven days, the bid will officially be awarded, contracts signed and the project can begin. EOC is currently working on a project in Fossil and will transition to Condon when that job is completed.

A motion was made by Councilor Parm to approve the water meter, service line inventory service line contract to Eastern Oregon Contracting for the amount of \$753,816. The motion was seconded by Councilor Hall and approved unanimously.

3.1. Draft Water Meter/Inventory Line Bid Results

3.2. Construction Award Letter

4. ADJOURN SPECIAL MEETING

Mayor Hassing adjourned the meeting at 7:39 p.m.

Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator