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MINUTES REGULAR CITY COUNCIL MEETING

WEDNESDAY, SEPTEMBER 4, 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 Jan Stinchfield, Dustan Hall, Dawn Parm, Donald Jamieson, Tom Fatland and Jeremy Kirby; Staff - City Administrator Kathryn Greiner, Public Works Superintendent Gibb Wilkins and Condon Community Pool Manager Shellie Johnson.

Absent: Gilliam County Sheriff Gary Bettencourt

3. ADDITIONS TO AGENDA

3.1. *** Anderson, Perry & Associates - Change Order to Meter Upgrade/Survey Project

3.2. ***Review & Approve The Automation Group, Inc. Quote for Phase 2 Supervisory Control And Data Acquisition (SCADA)

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 August 7, 2024 Regular Condon City Council Meeting Minutes

A motion was made by Councilor Parm to approve the August 7, 2024 regular Condon city council meeting minutes. The motion was seconded by Councilor Hall and approved unanimously.

5.2. Review the August Accounts Payable and VISA Statements

No comment.

5.3. Review & Approve Payment Schedule to Easten Oregon Contracting LLC - Meter Upgrade & Service Line Inventory

A motion was made by Councilor Kirby to approve payment number one to Eastern Oregon Contracting, LLC. in the amount of \$314,305.60. The motion was seconded by Councilor Fatland and approved unanimously.

6. OLD BUSINESS

6.1. Condon Grade School Update

Jed Crowther, Port of Arlington, passed on news that Port of Arlington Environmental Sentry Corp in the pre-award stage with EPA for \$780,000. ESC has submitted a cleanup work plan and is moving forward with the grant agreement. ESC President

Gibb Wilkins stated that the work is scheduled to begin later this fall or early 2025 and will take two months to complete. Councilor Fatland asked if they found hazardous materials in the playshed floor, which was negative.

6.2. * Anderson, Perry & Associates - Change Order to Meter Upgrade/Survey Project**

PW Wilkins stated that this change order was to revise deadlines for Eastern Oregon Contracting for the service line survey and meter replacement. This change order had no financial impact.

A motion was made by Councilor Fatland to approve the change order to the Eastern Oregon Contracting LLC agreement. The motion was seconded by Councilor Parm and approved unanimously.

7. NEW BUSINESS

7.1. Discuss Condon Community Pool Operations and Maintenance

Brody Anderson of Anderson Poolworks inspected the pool in July and attached to the packet is a narrative and draft budget of \$1.75 to \$1.8 million to replace the swimming pool and equipment. These costs do not include decking, any ADA upgrades required, prevailing wage and other repairs to the pool house. CA Greiner talked with Anderson who recommended that the city may want to get an independent third-party to complete a master plan of the pool to get information on what it would take to get the pool in working order and compliance with any state or federal regulations. CA Greiner was given the name of a person that cannot do a full-blown master plan but suggested that their company could do a "physical condition assessment" to start the process of determining the direction to go with the pool.

CA Greiner went to Gilliam County Court this morning and gave them a short history of the pool and partnerships and to tell them that the council would be discussing the pool's future at this evening's council meeting. She stated that the original agreement was that the partnership of Condon School District, Gilliam County and the City of Condon was that the city would complete operations of the pool if the county would provide funding for the operations. If there is not a commitment from Gilliam County for operations, the council needs to decide how to proceed.

CA Greiner recommended that the council approve her to enter into an agreement with Water Technology, Inc. for a physical condition assessment. She asked that the council also set a timeline to make a decision on when the final decision on pool and suggested January 2025.

Councilor Stinchfield voiced concern about putting money into a pool the city didn't own, but it was noted that if the city continued to lease the pool, then it made a decision to abandon the costs of abatement would not fall on the city. The pool lease with Condon School District is up for approval, and it was the consensus to prepare and approve an annual lease and if the city no longer operates it, the lease will be terminated.

A motion was made by Councilor Jamieson to approve CA Greiner to enter into an agreement for an assessment up to \$10,000. The motion was seconded by Councilor Hall and approved unanimously.

7.2. *Review & Approve The Automation Group, Inc. Quote for Phase 2 Supervisory Control And Data Acquisition (SCADA)**

PW Wilkins stated that The Automation Group (TAG) phase 2 of the telemetry system had been discussed, but he brought it to the council for approval of the final cost. The system will link the reservoirs and city shop by using Starlink at City Farm and the reservoir location. This decreases the cost of communication and from having to put up radios that require FCC licensing.

A motion was made by Councilor Stinchfield to approve The Automation Group, Inc. quote of \$115,851 for Phase 2 of the SCADA system. The motion was seconded by Councilor Fatland and approved unanimously.

8. STAFF REPORTS

8.1. Public Works – Public Works Superintendent Gibb Wilkins

PW Wilkins stated that 11.1 million gallons of water were pumped at City Farm in August, which is approximately 2 million more than when the tiered water rates were put in place several years ago. The water line survey is moving forward and will be finished this month, followed by the meter replacement done in October. He noted that if the meters are not 100% complete, the public works staff will be able to install the meters as needed. PW Wilkins stated that the crew has put in six water services, 2 sewer services and was working on replacing the sewer line on Gilliam Street next to Hotel Condon.

8.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

No verbal report.

8.3. Administration – City Administrator Kathryn Greiner

CA Greiner reported that the audit fieldwork will be completed by the end of next week. She signed Councilors Stinchfield and Jamieson and herself for the Oregon Telecommunications Conference in Sunriver at the end of October and said that all councilors are required to attend an ethics training session and asked the council if they want her to arrange an in-person

training or attend a virtual training.

CA Greiner talked to Shania Drinkwine-Wagenaar regarding the road on her property near the golf course and was given permission to survey for the city to plat a street. CA Greiner has contacted city attorney Wyatt Baum to draw up a simple agreement and is waiting to for a response. She said that the survey estimates from Armstrong Surveying would be approximately \$4,000 to survey the city's lot and the road property. If done separately, it would be \$5,250. She said that in the conversation, Shania stated that she would like to partition another lot from the grain elevators to pay for the cost of legal fees. Armstrong Surveying was asked about that cost, and it would be an additional \$2,500, if done at the same time as the other two surveys. It was the consensus of the council to have CA Greiner move forward with working with city Attorney Wyatt Baum and Drinkwine Wagenaar to get the surveys moving forward.

9. COUNCIL INFORMATION

9.1. Election Information

10. NEXT REGULAR MEETING DATE

10.1. Next Regular Condon City Council Meeting is Scheduled for October 2, 2024, 7 p.m. at Condon City Hall.

11. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:34 p.m.

Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator