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MINUTES REGULAR CITY COUNCIL MEETING

WEDNESDAY, MARCH 5, 2025, 7:00 PM

1. CALL REGULAR MEETING TO ORDER

Mayor Dustan Hall called the meeting to order at 7 p.m.

2. ROLL CALL

Present: Mayor Dustan Hall; Councilors Jan Stinchfield, Dawn Parm, Jeremy Kirby, Hanna Bass and Michael Durfey; Staff - City Administrator Kathryn Greiner, Public Works Superintendent Gibb Wilkins (zoom), Gilliam County Sheriff Gary Bettencourt.

Absent: Councilor Tom Fatland

3. ADDITIONS TO AGENDA

None

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 February 5, 2025 Condon City Council Meeting Minutes

A motion was made by Councilor Stinchfield to approve the February 5, 2025 regular Condon City Council meeting minutes. The motion was seconded by Councilor Kirby. Motion carried.

Yes- Stinchfield, Parm, Kirby, Bass, Durfey, No- None, Abstain- None

5.2.

Review the February Accounts Payable and VISA Statements

No questions on the accounts payable and VISA statements.

6. OLD BUSINESS

6.1. Shaw Property Purchase Update

CA Greiner reported that after a few back-and-forth discussions with Audrey Shaw, she received an email that they have sold the property last week. CA Greiner will investigate if there is a survey for that area with pins and if not suggested that sometime in the near future that the council get it surveyed and build a fence on the property line if the housing development is pursued.

6.2. Update on Condon Grade School Project

CA Greiner stated that she had spoken with Jed Crowther of the Port of Arlington earlier in the day and was told that the official award has been made and they are in the process of putting together the RFQ for the project over the next several weeks. Hoping to get the project awarded this summer and the work to be started, and hopefully completed by the end of 2025.

7. NEW BUSINESS

7.1. First Reading Ordinance 2025-01 - An Ordinance Outlining Burning Regulations in the City of Condon

Council reviewed the draft of a burn ordinance to repeal and replace Ordinance 99-11 regarding burning in Condon and passed in 1999. CA Greiner stated that she received an email from Gilliam County Fire Services Coordinator Casey Zollar that Condon Fire Chief Greg Smith would like to have fires called into dispatch, which is stated in the draft ordinance for a certain size. She had suggested to Zollar that Smith come to the meeting to discuss any issues with the ban with no response.

A motion was made by Councilor Bass to approve the first reading of Ordinance 2025-01 - An Ordinance Outlining Burning Regulations in the City of Condon by title only. The motion was seconded by Councilor Stinchfield. Roll call vote. Motion carried.

Yes- Stinchfield, Parm, Kirby, Bass, Durfey, No- None, Abstain- None

CA Greiner read the ordinance by title only.

A motion was made by Councilor Bass to approve the first reading of Ordinance 2025-01 - An Ordinance Outlining Burning Regulations in the City of Condon. The motion was seconded by Councilor Parm. Roll call vote. Motion carried.

Yes- Stinchfield, Parm, Kirby, Bass, Durfey, No- None, Abstain- None

The second reading of this ordinance will be done on April 2, 2025.

7.2. Review & Approve Anderson, Perry & Associates Contract for SCA Grant Project

Council received the draft contract for design and construction administration for the ODOT SCA grant paving project of Oregon and Church Streets. CA Greiner stated that after reviewing the costs and discussing with PW Wilkins, that the city would take on the responsibilities of construction administration. After a discussion with the Engineer of Record Dave Wildman of Anderson, Perry & Associates, it was decided that the contract would be revised on the "agreement for owner and engineer for professional services" to agree to the \$25,000 for design work which includes the bid packet. The contract administration would be put in the contract that limits it to \$7,500 for this expense and must be pre-approved by CA Greiner or PW Wilkins. CA Greiner stated that she had city attorney Wyatt Baum review the change in the contract, and he approved the changes as written. Andy Perry of Anderson, Perry & Associates zoomed in and stated that they will work with the city on this project in any capacity as needed. PW Wilkins stated that by having the city do the construction administration did not reflect any negatively on Anderson, Perry & Associates' work, but is being done to cut costs on this project.

A motion was made by Councilor Durfey to approve the contract with Anderson, Perry & Associates as written for the SCA grant street project. The motion was seconded by Councilor Bass. Motion carried.

Yes- Stinchfield, Parm, Kirby, Bass, Durfey, No- None, Abstain- None

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

PW Wilkins stated that 3.1 million gallons of water was pumped in February, with approximately 1 million gallons used to flush lines during the water issue of cloudy or muddy water. He emailed the timelines of the water issue to councilors that started with heavy rainfall in December, then snow runoff and more rain in February that was not soaked into the soil. PW Wilkins is looking at a potential fix to this once in a decade issue and will report back to the council. To assure the safety of the water, he added more water samples to be completed. He stated that the communication between the city farm and the shop has gone down and expects Rally Networks in Condon in the next few days to see if the lines have been compromised. Phase II of the communication is to be done this spring on the system, which will improve the ability to detect issues. Currently, with the system down, the crew is running the pumps manually. Councilor Durfey asked if there was a "quick fix" to the water coloration issue, with PW Wilkins stating that he is looking into it but one potential fix may be a longer culvert system at City Farm that would cost approximately \$15,000-20,000. A brief discussion on how to handle the situation of muddy water during run-off was held, and it was discussed that the city would work to communicate the issues and what the city is doing to fix or manage the issue.

8.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt had nothing to report. Statistics from Gilliam County Sheriff's Office were in the council packet.

8.3. Administration – City Administrator Kathryn Greiner

CA Greiner reported that she delivered the letter of the council's concerns, which was signed by Mayor Hall to the Bentz town hall in Boardman last month, and also sent the letter to the staff of Senators Merkley and Wyden. She reported that it is helpful for the congressional delegation to have specific examples of how this is affecting Condon and Gilliam County. She said that Senator Merkley has a town hall scheduled in Arlington on Tuesday, March 18, at the Gronquist Building at 1:30 p.m. for community leaders (council) and 2 p.m. is the community meeting open to the public. She will not be able to attend and urged any interested councilors to attend if possible. She attended the CIS conference last month in Salem and also did a follow-up visit with state Representative Greg Smith and Senator Todd Nash. She discussed housing and transportation issues. The CIS insurance rate increases were attached to the council packet. She is beginning the budget process and the 2025-26 budget committee meeting is April 21, 7 p.m. CA Greiner stated that the federal grant that was put on "pause" in February did not have any change at that time. She reached out to get an update on the pool and heard that they are working on it. The Park &

Recreation committee will meet in May once Councilor Fatland is available. Public Works Committee will schedule a meeting either March 20 or 21 5:30 p.m.

9. COUNCIL INFORMATION

9.1. Council Letter to US Senators Merkley & Wyden and Representative Cliff Bentz

9.2. Testimony for HG 3634 - PW Certification

9.3. CIS 2026 Insurance Rates

10. NEXT REGULAR MEETING DATE

10.1. The next regular Condon City Council meeting will be held Wednesday, April 2, 2025 at 7 p.m. at City Hall.

11. ADJOURN REGULAR MEETING

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

Dustan Hall, Mayor

Date _____

ATTEST: _____
Kathryn Greiner City Administrator

Date _____