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MINUTES REGULAR CITY COUNCIL MEETING

WEDNESDAY, APRIL 2, 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(zoom), Michael Durfey, Hanna Bass and Tom Fatland (zoom); Staff - City Administrator Kathryn Greiner, Public Works Superintendent Gibb Wilkins and Gilliam County Sheriff Gary Bettencourt.

Absent: None

3. ADDITIONS TO AGENDA

3.1. **** 5.3 - Rutherford Construction, LLC Request for Golf Course Clubhouse Payment over \$50,000**

3.2. **** 9.2 - City of Condon Water Summary**

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.**

Steve Allen representing the Condon Arts Council (CAC) stated that the mural on the side of their building was not completed and is unable to get the muralist back to finish the job. He asked if the council would approve a band of paint on the top to complete it that would be similar color to Hotel Condon. Gilliam County SWCD will cover the cost of the paint and CAC members will complete it. Allen also stated that SWCD was applying for a grant to complete the kiosk and will install a temporary plaque until the kiosk is funded. The council asked that he send in the color samples to the city for approval and appointed Councilor Durfey to review and approve. Allen stated that CAC is applying for grants to do a complete restoration of the outside of the Sweeney and Liberty Theatre buildings. They asked the city for letters of recommendation which were approved and will be signed by the Mayor.

5. CONSENT AGENDA

5.1. **Review & Approve the Regular Condon City Council Meeting Minutes of March 5, 2025.**

A motion was made by Councilor Parm to approve the Condon City Council regular meeting minutes of March 5, 2025. The motion was seconded by Councilor Bass. Motion carried.

Yes- Jan Stinchfield, Dawn Parm, Jeremy Kirby, Tom Fatland, Hanna Bass, Michael Durfey, No- None, Abstain- None

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

No questions on accounts payable or VISA statements.

5.3. **** Review & Approve Rutherford Construction, LLC Golf Course Payments of \$50,900**

CA Greiner stated that there was a change order for the golf course to replace drywall on the ceiling that was reviewed by the Public Works department.

A motion was made by Councilor Durfey to approve the payment of \$50,900 to Rutherford Construction, LLC for golf

course clubhouse. The motion was seconded by Councilor Stinchfield. Motion carried.

Yes- Jan Stinchfield, Dawn Parm, Jeremy Kirby, Tom Fatland, Hanna Bass, Michael Durfey, No- None, Abstain- None

6. OLD BUSINESS

6.1. Golf Course Clubhouse Update

CA Greiner stated that a change order of \$5,900 for the ceiling was approved after consulting with Public Works to allow for less cracking in colder weather when the building is not in use. The project is still on schedule to be completed by June 15, 2025 or sooner.

6.2. Condon Community Swimming Pool Update

Council received an estimate from OPSIS of approximately \$70,000 that included reimbursable expenses, to complete a Master Plan for the Condon Community Pool. CA Greiner recommended that the city apply for a Gilliam County Capital Investment project grant of \$75,000 to have this plan completed. The project should be done in a cohesive fashion and by companies that specialize in community pools. The plan will be for a new lap and leisure pool at the Condon Grade School property that is anticipated to be returned to the city once the building has been abated. The project includes community engagement, which was targeted as important by the council at their retreat.

Councilor Fatland asked to consider other locations of the pool in Condon and discuss the size to make consideration for smaller staff. He was not convinced that a six-lane lap pool was needed. After a discussion, it was the consensus to have CA Greiner discuss with OPSIS changing the location to north of the Little League field and the size of the pool. The discussion may come back to the Park and Recreation Committee in May to discuss these issues. CA Greiner will report back at the May meeting and was also directed to apply for the county grant prior to the end of the fiscal year for \$75,000.

7. NEW BUSINESS

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

A motion was made by Councilor Parm to approve the second reading of Ordinance 2025-01 - An Ordinance Outlining the Burning Regulations in the City of Condon by title only. The motion was seconded by Councilor Stinchfield.

Roll Call vote - Yes- Jan Stinchfield, Dawn Parm, Jeremy Kirby, Tom Fatland, Hanna Bass, Michael Durfey, No- None, Abstain- None

Motion carried.

CA Greiner read the title of the Ordinance 2025-01

A motion was made by Councilor Parm to approve the second reading of Ordinance 2025-01 - An Ordinance Outlining the Burning Regulations in the City of Condon. The motion was seconded by Councilor Durfey.

Roll Call vote - Yes- Jan Stinchfield, Dawn Parm, Jeremy Kirby, Tom Fatland, Hanna Bass, Michael Durfey, No- None, Abstain- None

Motion carried.

Ordinance 2025-01 - An Ordinance Outlining the Burning Regulations in the City of Condon will go into effect May 3, 2025.

7.2. Review & Approve Attorney Agreement with Wyatt Baum

CA Greiner stated that this is the first increase in Wyatt Baum's fee since he became the city's attorney in 2015 and seemed more than reasonable compared to other professional rates.

A motion was made by Councilor Durfey to approve the Attorney/Client Fee Contract with Wyatt Baum of Baum Smith LLC. The motion was seconded by Councilor Bass. Motion carried.

Yes- Jan Stinchfield, Dawn Parm, Jeremy Kirby, Tom Fatland, Hanna Bass, Michael Durfey, No- None, Abstain- None

7.3. Fairway Housing Discussion

CA Greiner stated that a state housing technical assistance grant opportunity became available that had to be completed prior to the council's April meeting and she had submitted it for surveying and platting the Fairway Housing subdivision. A planning consultant and an engineer were recommended to do subdivision work. The grant was submitted for \$105,000 with no match up to \$100,000 limit. This grant will be awarded in May and will be available to spend in July 2025. CA Greiner suggested that the city apply for a Gilliam County Capital Investment grant to fully develop Phase I which would include putting in a street and infrastructure, but that did not need to be submitted until the outcome of the housing grant in early May.

Mayor Hall asked about the liability of houses on the city's golf course, and it was discussed that the new floodplain maps would impact development in portions of the subdivision. It was the consensus of the council for the Housing Committee of Mayor Hall and Councilors Stinchfield and Kirby to meet mid- to late-May to discuss the subdivision issues.

8. STAFF REPORTS

8.1. Public Works – Public Works Superintendent Gibb Wilkins

PW Wilkins reported that 2.3 million gallons were pumped up the hill to the reservoirs in March and 4.9 million gallons were pumped down Hay Creek to alleviate the muddy water situation. The system is currently running completely off the spring system with none of the wells being turned on. The park and golf staff are back to work as of April 1 and public works tasks include sweeping the streets, crack sealing the street near the old grade school, installing signs at the Baseball Field development and working on the swimming pool. PW Wilkins said that the city is starting a review by Oregon Health Authority Drinking Water that is required every three years. He also stated that DEQ has sent notice that the transfer station permit is ready for renewal and that no burning will be added to the permit since dumping is free at landfill near Arlington. PW Wilkins said that he is pushing back on the no-burning due to increased home burning and the cost of people traveling to Arlington to drop off burnable yard debris. Councilor Fatland said that when he had issues with DEQ he had to call in support and assistance from state and local representatives to get what was needed without the excessive requirements of DEQ. Councilor Stinchfield said that the transfer station had had good inspections and was questioned about the change. PW Wilkins will keep the council informed of the situation.

Councilor Parm thanked the Public Works crew for fixing the pothole near the intersection of A and Walnut Streets. PW Wilkins stated that the leak was found with a system that used headphones that were being demonstrated to the city. The headphones cost \$6,000, and it was discussed that the city could apply for a Gilliam County Special Project grant or possible Workers' Comp grant for an employee on light duty.

8.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt said that City of Arlington is negotiating a new contract with the GCSO, but no changes are anticipated with Condon at this time. He said that the Gilliam County Fire Services Contract is up for re-newable but has questioned if that program is still serving its original purpose and needs to be reviewed. CA Greiner said that she had been approached by a member of the South Gilliam County RFPD regarding that position and after talking with Mayor Hall, who is a member of the GCFS board, invited the staff to give an update at the May council meeting. Mayor Hall said that he was meeting with GCFS before the council meeting in May and would have more information at that time. Sheriff Bettencourt also said that his staff are starting on weed abatement processes and that he will be at the June meeting.

8.3. Administration – City Administrator Kathryn Greiner

CA Greiner reminded the council that the budget committee meeting is Monday, April 21, 7 p.m. and ethics reports are due April 15. She added that due to FEMA's lawsuit over the past decade, a new floodplain ordinance must be adopted by July 1. Planner Dan Meader has prepared the necessary ordinance, which is 42- pages long. Although the Planning Commission does not have to approve this ordinance, it is going to them on April 19 to discuss it. CA Greiner submitted the Baseball Field Housing development to LOC for an Award of Excellence. If it wins, the award will be given at the April Spring LOC Conference in North Bend/Coos Bay, which Mayor Hall is attending. CA Greiner stated that she has been in contact with the recruitment company to find the next city administrator and asked for guidance on who wanted to meet with the recruiter - committee or full council. It was the consensus that the full council would meet to discuss the position.

9. COUNCIL INFORMATION**9.1. Budget Committee Notice & Budget Documents (hard copy)****9.2. Condon Water Source & System Summary****10. NEXT REGULAR MEETING DATE**

10.1. The next regular Condon City Council meeting will be held on Wednesday, May 7, 2025, 7 p.m.

11. ADJOURN REGULAR MEETING

Mayor Hall adjourned the meeting at 7:55 p.m.

Dustan Hall, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator