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**MINUTES
REGULAR CITY COUNCIL MEETING
128 S. MAIN STREET, CONDON, OR 97823
WEDNESDAY, AUGUST 5, 2026, 7:00 PM**

1. CALL REGULAR MEETING TO ORDER

Council President Jan Stinchfield called the meeting to order at 7:00 pm.

2. ROLL CALL

Present:

Council - Council President Jan Stinchfield, Councilor Jeremy Kirby, Councilor Eli Caudill, Councilor Michael Durfey, Councilor Hanna Bass, Councilor Tom Fatland

Staff - Interim City Recorder Jessica Isley, Interim City Administrator & Public Works Superintendent Gibb Wilkins

Guests: City Attorney Wyatt Baum (Zoom), Gilliam County Sheriff's Office Corporal Mike Walker, Anja Mundy (Zoom), Darryl Houghtelling (Zoom), Michael Miller (Zoom), SJR (Zoom), Sara Whatley (Zoom), Lori Anderson, Jackie Hardie, Mike Cronk, Dawn Parm, Jennifer Hall

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. Please state your full name and physical address. Complaints or grievances against city staff should be submitted in writing for the council to consider.

Dawn Parm 229 S A St — Gave a partial public comment when she was stopped for attempting to complain or criticize a city employee.

Jennifer Hall 429 N Church St. — Questioning why some meetings have allowed questions outside public comment and not others. Commented on the qualifications of the City Administrator job description. Commented on the employee handbook. Wants the rules changed for electric bikes and scooters on Main St.

4.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Corporal Mike Walker - Busy the last month with the fires. Hired a new person who will be in Condon and will have more of a presence in Condon. Councilor Fatland — concerned about the motorized bicycles as well, Wilkins states that the ordinance bans any bicycles on sidewalks. Corporal Walker will pull the city and state information and share with the department.

5. CONSENT AGENDA

5.1. Approve payment of \$55,977.56 to CIS Oregon for Property and Liability Insurance

Councilor Bass motioned to approve the payment of \$55,977.56 to CIS Oregon for Property and Liability Insurance. Seconded by Councilor Fatland. All in favor: Councilor Bass, Councilor Fatland, Councilor Kirby, Councilor Durfey, Councilor Caudill. Opposed: None. Abstain: None.

5.2. Review and approve July 1, 2026, meeting minutes

Councilor Fatland made the motion to approve the July 1, 2026, meeting minutes. Seconded by Councilor Bass. All in favor: Councilor Fatland, Councilor Bass, Councilor Kirby, Councilor Durfey, Councilor Caudill. Opposed: None. Abstain: None.

5.3. Review and approve July 1, 2026, executive session minutes

Councilor Fatland made the motion to approve the July 1, 2026, executive session minutes. Seconded by Councilor Bass. All in favor: Councilor Fatland, Councilor Bass, Councilor Kirby, Councilor Durfey, Councilor Caudill. Opposed: None. Abstain: None.

5.4. Review AP and VISA statements from June 2026 (2nd AP run for end of fiscal year)

Councilor Fatland asked about the purchase for concrete and Wilkins explained that this was part of the cost share for the sidewalk.

5.5. Review AP from July 2026

No questions.

5.6. Review AP and VISA statement from Period 13

No questions.

6. OLD BUSINESS**6.1. Housing Update**

Wilkins - Engineering cost estimate is \$3 million, which is about \$55,000 per lot for 54 lots. Building in phases. Had a meeting with Jill Catherine with MCEDD. Lots would be 5000 sq ft lots and would like to get the cost down to about half of the \$55,000. Engineering is completely done. Phase 1 is approx. 22 lots. Phase 2 is 10 lots and the rest of the lots are in phase 3. Council would like Wilkins to go forward on the fairway housing. MIRL program is on hold as there is a discussion between the Department of Revenue, Oregon Housing Community Solutions and the state tax collectors. Wilkins would still like to move forward with getting the ordinance into effect. The grade school project is waiting for SHPO to sign off but will have to have a public hearing before starting the abatement. Councilor Durfey asked about the public hearing with Wilkins stating that they have to have at least 1 but cannot have that until everyone signs off on it.

7. NEW BUSINESS**7.1. Accept Dustan Hall's resignation letter from the office of Mayor and declare the position open.**

Councilor Fatland made the motion to accept Dustan Hall's resignation letter from the office of Mayor and declare the position open. Seconded by Councilor Kirby. All in favor: Councilor Kirby, Councilor Durfey, Councilor Fatland, Councilor Bass, Councilor Caudill. Opposed: None. Abstain: None.

Question about appointing a mayor or waiting until the election. City Attorney Baul suggests waiting until the election. Councilor Fatland agrees.

7.2. Review and Approve Job Descriptions for Public Works Superintendent/City Administrator and Administrative Assistant/City Recorder

Councilor Fatland moved to approve the job descriptions for Public Works Superintendent/City Administrator and Administrative Assistant/City Recorder. Seconded by Councilor Bass. All in favor: Councilor Fatland, Councilor Bass, Councilor Caudill, Councilor Kirby, Councilor Durfey. Opposed: None. Abstain: None.

7.3. Review and Approve Contracts for Public Works Superintendent/City Administrator and Administrative Assistant/City Recorder

Isley's contract wasn't ready yet. Approval for Wilkin's contract was tabled. The finance committee will meet with both Wilkins and Isley to discuss salary.

Both Wilkins and Isley have tentatively accepted the roles of Public Works Superintendent/City Administrator (Wilkins) and Administrative Assistant/City Recorder (Isley) pending contract negotiations.

7.4. Bank of Eastern Oregon Signature Card Change — Removing former Mayor Dustan Hall and retaining City Administrator Gibb Wilkins, Councilor Jan Stinchfield and Councilor Jeremy Kirby as authorized signers for the Bank of Eastern Oregon accounts ending in 1330 and 3673. And affirming that the City of Condon requires two signatures on the checks.

Councilor Tom Fatland motioned to remove former Mayor Dustan Hall and retain City Administrator Gibb Wilkins, Councilor Jan Stinchfield and Councilor Jeremy Kirby as authorized signers for the Bank of Eastern Oregon accounts ending in 1330 and 3673. And affirming that the City of Condon requires two signatures on the checks. Seconded by Councilor Michael Durfey. All in favor: Councilor Fatland, Councilor Durfey, Councilor Bass, Councilor Kirby, Councilor Caudill. Opposed: None. Abstain: None.

7.5. Condon Early Learning Center Donation Request

Councilor Durfey recused himself from this discussion due to a conflict of interest. Councilor Kirby recused himself from this discussion due to a conflict of interest. Wilkins states he is on the Condon Early Learning Center board but does not receive any financial compensation.

Councilor Bass moved to donate \$20,000 to the Condon Early Learning Center. Seconded by Councilor Caudill. All in favor: Councilor Bass, Councilor Caudill, Councilor Fatland. Opposed: None. Abstain: Councilor Durfey, Councilor Kirby.

7.6. Consider appointing a member of the Council to the Gilliam County Fire Services Board

Councilor Caudill volunteered to be on the Gilliam County Fire Services Board.

7.7. Review and Approve City of Condon Paid Leave Oregon Policy

Consensus to review this policy and will table approval until the next council meeting.

7.8. Review and Approve update to City of Condon Handbook Social Media Policy Update

Changes to the employee handbook social media policy were sent in by City Attorney Baum, who states that this is the LOC policy which many cities use. Councilor Fatland asked if City Attorney Baum was okay with this policy and he stated yes. Attorney Baum explained the policy and said that it's important that the city not take any action against employee's personal pages. 3e will be removed as it's a duplicate of 4. Wilkins will clean this up and present it at the next council meeting for approval.

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

12.9 million gallons of drinking water was pumped up the hill. We did not get the Small Cities Allotment Grant, we were beat out by Lakeview by 1 point. The Cottonwood line was delayed as it would have shut off the water to the fire camp, so it was started today. A shout-out to both public works employees, Aaron Fitzsimmons and Jake Cooper, for going above and beyond by being flexible and supporting the fire camp. Councilor Durfey asked about the sidewalk project. Wilkins states he is still waiting on the engineering for phase 2. Phase 1 is from the Bus Barn to the Drive-In is now scheduled for September 8. I would like to get the engineering out quickly enough that we can award the bid at the September meeting, since this does have a timeline, though the county has been very generous in the past extending the timeline. Wilkins also mentioned that there was a request to really focus on the puncture vine around town.

8.2. Administration – Interim City Administrator Gibb Wilkins

Upgrading the city codes just to bring us into compliance with state laws will cost \$3,000 instead of \$20,000. Bettencourt - RV ordinance and wants to go to a permit system if we allow RVs. The RV ordinance is tucked away in a bunch of things, so I would like to bring it to its own ordinance. Have discussed doing something with Linus Pauling in the past, Wilkins met people from the Linus Pauling Institute and spoke with them about possibly getting a statue, but they also recommended putting a plaque in the mini park where his dad's store was. Councilor Durfey mentioned that the Gilliam County SWCD's mini park is on their 3rd or 4th tree, and they cannot get anything to grow and wanted to know if we would part with the flag pole at the old grade school so they could put it there instead. Councilor Fatland asked if they would need to go through something special since the SWCD's mini park is in the historical district. Wilkins states they will probably have to go through the planning process.

9. EXECUTIVE SESSION**9.1. Executive Session — ORS 192.660 (2)(b) To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.**

Executive session entered at 7:50pm. Returned to open session at 8:00pm. Consensus to continue the investigation.

10. COUNCIL INFORMATION**10.1. Candidate Filling Forms for November Election due 3:00 pm August 17th 2026****10.2. One position on the Planning Commission Remains Vacant****11. NEXT REGULAR MEETING DATE****11.1. September 2nd 2026, 7:00 pm****12. ADJOURN REGULAR MEETING**

The meeting was adjourned by Council President Jan Stinchfield at 8:01pm.

Jan Stinchfield, Council President

ATTEST: _____ Date _____

Gibb Wilkins Interim City Administrator