

**City of Condon
Regular Council Meeting Minutes
December 3, 2014
7 p.m.**

Present:	Staff Present:
Mayor N. Dale Thompson Councilor Tom Fatland Councilor Donald Jamieson Councilor Terri Carnine Councilor Boyd Harris Councilor Jan Stinchfield Councilor Dallas Harsin	Kathryn Greiner, City Administrator Larry Durfey, Public Works Superintendent Wm. Gubser, Senior Officer

Absent:
None

CALL TO ORDER

Mayor N. Dale Thompson called the meeting to order at 7 p.m.

MOMENT OF SILENCE

A moment of silence was requested by Mayor Thompson.

ROLL CALL

City Administrator Kathryn Greiner took roll call and noted that a quorum was present.

ADDITIONS TO THE AGENDA

Mayor Thompson added correspondence from Gilliam County Sheriff Gary Bettencourt regarding responding to 911 call protocol, changing the check signers with the Bank of Eastern Oregon, acceptance of the Oregon Department of Transportation (ODOT) grant.

PUBLIC COMMENT

Council President Tom Fatland presented clocks and noted appreciation for Senior Police Officer Bill Gubser for 14 years of service; to Councilor Dallas Harsin for seven years of service; and Mayor Thompson for 12 years as Mayor and 2 years as councilor.

CONSENT AGENDA

A motion was made by Councilor Donald Jamieson to approve the November 5, 2014 council minutes. The motion was seconded by Councilor Fatland and approved unanimously. A motion was made by Councilor Fatland to approve payment number 6 to M.L. Houck Construction in the amount of \$116,841.40. The motion was seconded by Councilor Jamieson and approved unanimously. A motion was made by councilor Fatland to approve the payment of \$59,603.09 to Anderson, Perry & Associates for engineering services of the wastewater project. The motion was seconded by Councilor Jan Stinchfield and approved unanimously.

Financials were for review only with Councilor Fatland inquiring about charges on the VISA bill of Big R in Redmond and Northern Tool. PW Durfey stated that Big R was a tool and Northern Tool was a generator. CA Greiner noted that a late addition was the final payment to Malcolm Randall P.E. for the Memorial Hall bid packet.

OLD BUSINESS

CA Greiner distributed the calculations of cost for the farming of the pivot in regards to the contract with John Johnson, but did not include the actual contract once it was received from city attorney Will Carey. The Mayor tabled the approval of the contract until the council received a copy.

Peter Mitchell, Port of Arlington manager stated that they are waiting for the Oregon Department of Aviation to sign off their approval of expanding the airport property into the Urban Growth Boundary (UGB), and it is now at the Oregon Department of Justice for review. The Port, city and Gilliam County are working to extend city water to Pauling Field which requires UGB expansion. Engineer of Record for the City of Condon Dave Wildman of Anderson, Perry & Associates stated that if the Port plans to extend sewer to the airport there may be issues with DEQ as they have experienced a similar situation with the Prairie City and suggested that they look into those regulations.

NEW BUSINESS

Wildman was present to give the council an update on the wastewater construction and future public works projects. He stated that M.L. Houck Construction has been a good contractor and has worked well with the city staff and the engineers. The winter weather has stopped the construction at this time and they will resume in the spring for approximately two months which will also include restoration work. Construction for the original contract has been completed and they have completed a portion of the additional work on Main Street before the winter weather forced them to halt until spring. In the spring the construction will resume on Oregon and Church Streets and continuing the Main Street portion near Cottonwood. The project will be substantially complete when the manhole testing is completed in the spring then their correction work period will begin and last one year. Wildman presented the council with a budget that showed that with the additional construction and engineering costs they anticipate a surplus of approximately \$35,000 from the \$1.6 million wastewater improvement budget given by the city. The next phase will include an estimate of \$82,000 in construction and \$45,000 in engineering and construction administration costs. Wildman stated that there is approximately \$45,000 left in retainage and the testing budget and M.L. Houck has asked for \$20,000 of these funds to be released at this time. **A motion was made by councilor Fatland to release \$20,000 of the**

retainage funds to M.L. Houck Construction with the next billing. The motion was seconded by Councilor Terri Carnine and approved unanimously. Wildman stated that they would write up an amendment to the contract to add the additional construction and engineering and present it at the January 2015 council meeting.

Wildman then stated that he has been working with the City of Condon staff to begin the process of updating the master plans for water and waste water which were completed in 2002. He showed the council maps of both systems and stated that in the water master plan approximately 75% of the priorities have been completed, and many of the improvements have also been completed in the wastewater master plan. He noted that the base work for both plans would cost \$80,000 (\$40,000 each) and additional improvements over the base work would be an additional cost with them to be discussed with the public works department and council.

Mike Cronk and Frank Bettencourt submitted their names for consideration for the council position vacated by Harsin as of January 1, 2015. Mayor Thompson appointed Mike Cronk for the vacancy. **A motion was made by Councilor Jamieson to the accept the Mayor's council appointment of Mike Cronk as of January 1, 2015. The motion was seconded by Councilor Boyd Harris and approved unanimously.**

The Public Safety Committee submitted the recommendation of hiring Dale Scobert as police chief for the City of Condon at the base pay of \$38,400, \$6,000 as police chief, health insurance and \$10,000 annually toward a retirement account since the city does not pay PERS for him. **A motion was made by Councilor Dallas Harsin to approve the recommendations of the Public Safety Committee in hiring Dale Scobert as Police Chief for the City of Condon. The motion was seconded by Councilor Harris and approved unanimously.**

CA Greiner said that the real estate contract with Lee Docken of Mountain Valley Real Estate will expire December 10 for the city's property at 228/234 S. Main Street, and asked if the council would like to put an RFP out for demolition, or discuss extending the contract. Councilor Harris declared a conflict of interest and recused himself from the room. Councilor Jamieson stated that he did not want to put any more money into this property. CA Greiner stated that Docken asked if the council wanted to lower the price or accept a lease/option. **A motion was made by Councilor Jamieson to extend the contract with Mountain Valley Real Estate for six months and request that he have people submit offers. The motion was seconded by Councilor Harsin and approved unanimously.** Mitchell stated that two local groups are looking at the property for a brewery and commercial kitchen but would rather have a bare lot. He suggested that the Port of Arlington may be able to assist with building facilities that the brewery and food groups could use but stated that it would be some time prior to being ready for this project.

CA Greiner asked that the council consider using up to \$7,500 of the transient tax funds for a summer concert series in the City Park. She said that the fund has over \$22,000 available and would provide a way to attract visitors. She suggested that the Community Development Committee assist with picking a set day of the month and the selection of music. **A motion was made by Councilor Jamieson to authorize up to \$7,500 of the transient tax fund for a summer concert series in the City Park. The motion was seconded by Councilor Harris and approved unanimously.** CA Greiner will set a time up to meeting the Community Development Committee and K'Lynn Lane, executive director of the Condon Chamber of Commerce to begin planning.

Councilors received “City of Condon Enforcement Response Protocol” correspondence from Gilliam County Sheriff Gary Bettencourt regarding 911 calls that are received when city police is not on duty or unavailable. Councilor Fatland stated that this should be the protocol for all of Gilliam County not just singling out City of Condon residents, and asked if the City of Lonerock had a similar agreement. Councilor Fatland feels strong that all citizens of Gilliam County should be treated equally by the Sheriff’s department no matter where they live within the county. Councilor Stinchfield agreed that emergency protocol should be the same for all county residents. Councilor Harsin asked newly hired Police Chief Scobert his opinion, with Scobert replying that he had not heard of such a situation and would like to take the correspondence to the Chief of Police Association and gain some insight. The council directed CA Greiner to draft a letter to Sheriff Bettencourt stating concerns of being treated differently than other members of Gilliam County and will be reviewed by Mayor Thompson and Councilor Fatland prior to delivery.

CA Greiner stated that with the changes in council the Bank of Eastern Oregon authorized check signers must be changed in the minutes to make the change at the bank. **A motion was made by Councilor Fatland to remove Mayor Thompson and Councilor Harsin and add Mayor-elect Jim Hassing and Mike Cronk as of January 1, 2015. The motion was seconded by Councilor Stinchfield and approved unanimously.**

A motion was made by Councilor Fatland to accept the grant from the Oregon Department of Transportation for \$50,000. The motion was seconded by Councilor Harris and approved unanimously.

STAFF REPORTS

PW Durfey stated that his crew has completed another section of sewer line in the last month and completed the annual sewer cleaning. He noted that the sewer cleaning took less time due to new lines. His crew has also pulled a booster pump at City Farm for maintenance.

Officer Bill Gubser stated that he spent most of the day with Scobert and introduced him to the Gilliam County Court, 911 employees and that Scobert was scheduled to tour NORCOR the following day. He also thanked the council for the gift and for working with him over the last 14 years.

CA Greiner reported that the audit presentation is scheduled for the council at the January 7, 2015 meeting; the Memorial Hall façade project has gone out for bid and will be awarded January 22, 2015 and construction is expected to be completed by July 1, 2015; attended the first meeting to discuss the Transportation System Plan; the Reser vs. City of Condon trial has set a new date of April 15-16, 2015; and that the Christmas party is December 18 with RSVPs to be received by December 11.

COUNCILOR INFORMATION

Councilors received certified election results, Mayor/councilor training opportunity in February, Memorial Hall bid documents and the 2014 census estimate from PSU.

NEXT REGULAR MEETING

The next regularly scheduled city council meeting set for Wednesday, January 7, 2015, 7 p.m. The meeting was adjourned at 8:15 p.m.

_____ Date _____
N. Dale Thompson, Mayor

ATTEST:

_____ Date _____
Kathryn Greiner, City Administrator