

**City of Condon
Regular Council Meeting Minutes
March 5, 2014
7 p.m.**

Present:	Staff Present:
Mayor N. Dale Thompson Councilor Jan Stinchfield Councilor Dallas Harsin Councilor Donald Jamieson Councilor Terri Carnine Councilor Boyd Harris (at 7:25 p.m.)	Kathryn Greiner, City Administrator William Gubser, Senior Police Officer

Absent:
Councilor Thomas Fatland

CALL TO ORDER

Mayor N. Dale Thompson called the council 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 a quorum.

ADDITIONS TO THE AGENDA

Added the audit contract of Accuity LLC.

PUBLIC COMMENT

None

CONSENT AGENDA

A motion was made by Councilor Donald Jamieson to approve the February 5, 2014 Regular Meeting Minutes, February 21, 2014 Special Meeting and Work Session/Retreat, and the February 2014 financial statements subject to audit and verification. The motion was seconded by Councilor Jan Stinchfield and approved unanimously.

OLD BUSINESS

CA Greiner reported that she had compiled information and contracts regarding the council's request for the impending retirement of Officer Gubser. In her discussion and emails from cities that have contracted police services with their sheriff's departments, she noted the majority of the cities are happy with the contracting situation, but it was dependent on a good working relationship with the sheriff department. She also stated that one small city administrator stated that the transition was difficult but they had good staff and worked well with the contracting police departments. Councilor Jamieson stated that the contract cost proposed by the Gilliam County Sheriff department is less than the budget amount. Officer Gubser stated that contracting will lose the personal touch with the residents and suggested there may be a retired officer, or one that is close to retiring that would be willing to work for several years in this position. The discussion was tabled until Officer Gubser had a more accurate date of retirement.

NEW BUSINESS

CA Greiner explained that the council had approved Accuity LLC to complete the audit and the contract before them had been reviewed by City Attorney Will Carey and minor changes were made. **A motion was made by Councilor Dallas Harsin to approve the audit contract with Accuity LLC. The motion was seconded by Councilor Jamieson and approved unanimously.**

CA Greiner reported that she has not completed her draft of the budget to determine if the funds will be available to move forward with the façade improvement of the Memorial Hall, but suggested that they move forward with the Main Street Project funds set aside to get specifications drawn up. Councilor Jamieson requested that the project be broken down to determine if all the portions could be done in the next year. The councilors also discussed having PW Supt. Larry Durfey be the project manager, but CA Greiner expressed concern that with the public works project on tap for the 2014 year that he would not be available. The council directed CA Greiner to contact Jeff Schott of Pillar Consulting Group to get a quote of drawing up the specifications for the façade, HVAC, duct work and insulation of the Memorial Hall, plus the cost of project management.

Condon's successful Main Street Project will be in the fourth year in the 2014-15 budget and CA Greiner asked if they council wanted to extend the project or to re-evaluate and look at another program. She did add that there are several projects that have gone through the process but will not be funded if the program is completed in 2015. Councilor Jamieson suggested that the project continue through the 2015-16 year but make the business owners in the target area are aware that it would be the last year. The discussion was tabled.

At the Council retreat in February it discussed that the city's property at 228/234 S. Main should be put back up for sale. CA Greiner stated that to declare it surplus the council must hold a public hearing to take public input and will schedule this hearing at the April council meeting. There was also a brief discussion that Councilor Harris would not be able to participate in this real estate transaction due to a conflict of interest and he suggested Lee Docken of Mt. Valley Land Company Realtors. CA Greiner said that she had discussed with City Attorney Will Carey and he suggested a multiple listing with a representative of Mt. Valley Land Company and local realtor Linda Smith.

The council reviewed the 2014 Goals & Priorities that was derived from the council's February work session. Councilor Jamieson asked if the sidewalk priorities were still in the current budget

with CA Greiner stating that the number one priority on Summit Street from Main to Oregon Streets were on hold until Bart Danielson made a fix on the coal chute on his building. The councilors directed CA Greiner to write a letter to Danielson to state that if that fix was not made them would move to the second priority on the list. **A motion was made by Councilor Terri Carnine to approve the City of Condon Goals & Priorities. Councilor Harris seconded the motion and it was approved unanimously.**

STAFF REPORTS

Officer Gubser provided a written report.

CA Greiner stated that Delaney Watkins was hired to work part time for the City of Condon as utility clerk and that her and pool manager Molly Fatland would hold lifeguard interviews next week. She also stated that the environmental grant for the city's property on South Main Street was progressing as scheduled and that the wastewater project will be advertised next week. The wastewater project will hold a pre-construction meeting March 20 and the bids will be opened March 27. Construction is expected to begin in June and be completed by the end of the year.

COUNCILOR INFORMATION

Councilors received a new committee meeting schedule.

NEXT REGULAR MEETING

The next regularly scheduled city council meeting set for Wednesday, April 2, 2014, 7 p.m. The meeting was adjourned at 7:50 p.m.

_____ Date _____
N. Dale Thompson, Mayor

ATTEST:

_____ Date _____
Kathryn Greiner, City Administrator