

**City of Condon
Regular Council Meeting Minutes
August 5, 2015
7 p.m.**

| Present: | Staff Present: |
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| Mayor Jim Hassing Councilor Donald Jamieson Councilor Michael Cronk Councilor Jan Stinchfield Councilor Terri Carnine Councilor Boyd Harris Councilor Tom Fatland | Kathryn Greiner, City Administrator Larry Durfey, Public Works Superintendent Dale Scobert, Police Chief |

| Absent: |
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| None |

CALL TO ORDER

Mayor Jim Hassing called the meeting to order at 7 p.m.

ROLL CALL

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

ADDITIONS TO THE AGENDA

None

PUBLIC COMMENT

None

CONSENT AGENDA

A motion was made by Councilor Donald Jamieson to approve the July 8, 2015 Regular Minutes. The motion was seconded by Councilor Michael Cronk and approved unanimously. CA Greiner presented the final bill payment request from M.L. Houck Construction Co for \$7,697 on the wastewater improvement project. Since it was below the \$50,000 limit it was informational purposes only. The financial information for July was presented with Councilor Jamieson inquiring about the electricity bill at the swimming pool but told it was in line with previous year and is for the pumps to run. Councilor Boyd Harris inquired of the pool telephone cost and CA Greiner stated it included a connection fee since the phone is turned off in the off season.

OLD BUSINESS

CA Greiner noted that she will be attending the Condon School District board meeting Wednesday, August 12 to discuss the swimming pool contract and invited any councilors to attend. She is requesting a one year contract as we work through management changes within pool operations in the next year.

NEW BUSINESS

A motion was made by Councilor Tom Fatland to approve OLCC licenses for B&C Grocery, Condon Food Mart, Elks Lodge #1869, Murray's Condon Pharmacy, The Historic Hotel Condon, The Round Up Grill and Two Boys Meat & Groceries. The motion was seconded by Councilor Harris and approved unanimously.

Council received bid tabulation and contracts for the Summit and City Park Sidewalk Improvement 2015 project with two bids received – D.L Edmondson, Inc for \$68,460.00 and Tim Bloom Construction, Inc. for \$68,527.90. The engineer's estimate for the project was \$47,272 and the difference was explained of a "small rural project" added to the expense. CA Greiner stated that there is \$10,000 in the park fund, \$50,000 from an ODOT grant and the other funds would be from the Street/Sidewalk fund (003). **A motion was made by Councilor Jamieson to enter into an agreement with D.L. Edmondson, Inc. for Summit Street and City Park Sidewalk project for \$68,240. The motion was seconded by Councilor Jan Stinchfield and approved unanimously.**

A motion was made by Councilor Terri Carnine to approve the Oregon Public Works Emergency Response Cooperative Assistance Agreement with ODOT. The motion was seconded by Councilor Stinchfield and approved unanimously.

CA Greiner presented the Council with the real estate contract from Linda Smith for the city's property on Main Street for a sales price of \$130,000. The contract had previously been approved for the Mayor to sign and it was the consensus of the council to leave the sales price at \$130,000 at this time.

Councilor received bid tabulation from the brownfield re-development grant from Pinnacle Architecture for the technical assistant grant from Business Oregon. **A motion was made by Councilor Carnine to accept bid from Pinnacle Architecture in the mount of \$6,200 for the brownfield re-development grant. The motion was seconded by Councilor Stinchfield and approved unanimously.**

Council received notes from a Park and Recreation committee meeting that discussed purchasing a Jacobson mower for the golf course. Councilor Jamieson asked if a new mower was needed and PW Durfey said that he was to inquire of prices last year after complaints of the grass being cut uneven. The person he asked the quote from called last week saying that he had a used mower for approximately \$26,000. A discussion was held regarding placing an RV or camping spaces available on the northwest side of the course and discussed fencing. Council was also requested to consider raising the wages of the senior guards at the swimming pool to try and retain them for another year through the transition of a new manager in the 2016 year. After a discussion the council directed CA Greiner to bring to the September meeting a salary schedule

for the lifeguards other items were tabled. The P&R committee also received a letter from K'Lynn Lane requesting that the City investigate the possibility of new playground equipment at the City Park and stated that Gilliam County had funds available for a project. CA Greiner was directed to ask Lane if she would like to participate in researching the costs and equipment choices for the City Park. Councilor Harris stated he would like to see equipment that "fits" and aesthetically pleasing to the current park.

The bid information was brought back to the council from Jim Doherty Construction for the Pryor building that is in the Main Street Project with a reduction of the estimate of \$6,731 for structural but an addition of an awning for \$4,650 for a net request of \$66,019 from the original \$68,100 request. The council asked CA Greiner to get a breakdown of the bid from Doherty as some of the costs appear to be for interior or structural and to have the approved plan emailed to them.

Vernon Grey Design did a sketch of City Hall façade and interior design once the fire trucks are moved to their new building. CA Greiner stated that she had \$50,000 in the current budget, plus some Main Street Project funds, but did not anticipate the renovation to be completed until the 2016-17 budget year. The Memorial Hall committee of Councilors Jamieson and Harris and Mayor Hassing will work with Grey in the latter of part of 2015 on the City Hall design.

STAFF REPORTS

PW Durfey reported that the city has hired divers and completed the cleaning of the reservoir on the hill and the wet well at City Farm. While cleaning the wet well a clay-like material had built up and the divers were only able to remove approximately 10% of it due to the density and amount of material. He said that he didn't think the wet well had been cleaned since the 1964 flood and the material was 12 inches in some areas. PW Durfey also said that due to the wastewater improvements completed in the last year one of the sewer lagoons is completely dry. He is uncertain if this would extend the life of the lagoons. He noted that the city has four people taking a flagger class the next day and will assist with the highway crossing next week of the water line. PW Durfey said that he had a rough estimate of \$38,000 for the line extension to the back of the city's property on 228 S. Main but more would be determined by the brownfield redevelopment grant work that was awarded earlier in the meeting.

PW Durfey and CA Greiner stated that they are still having issues with the mixed recycle bin at the recycle depot. Two loads have been contaminated and rejected in July and CA Greiner noticed that morning while dropping off her items that the bin would probably also be rejected due to plastic bags, styrofoam and cardboard that were in the bin. CA Greiner said that signs were posted there to remind people what could not go into the bins and she has talked to most business owners on Main Street.

Chief Scobert reported he has completed a case that stemmed from the Round Up and continues to work on nuisance issues. He has found a fully loaded Crown Victoria car from Lane County to replace the city's Ford Explorer. He can purchase the car for \$1,500 and he thinks he can sell the Explorer for approximately the same amount of money. He is using grant money to purchase a body camera and a defibrillator.

CA Greiner reminded Councilors of the Sandy Saunders Band at the second Concert in the Park this Friday (Aug. 7) and Brewers Grade Friday, September 4. Stated that pool manager interviews

would be conducted tomorrow with two applicants, and that the Transportation System Plan hearing will be at the October 7 council meeting.

COUNCILOR INFORMATION

Executive summary of the TSP, transfer station review and letter from K'Lynn Lane in regards to park playground equipment request.

NEXT REGULAR MEETING

The next regularly scheduled city council meeting set for Wednesday, September 2, 2015, 7 p.m. The meeting was adjourned at 8:09 p.m.

_____ Date _____
Jim Hassing, Mayor

ATTEST:

_____ Date _____
Kathryn Greiner, City Administrator