

**City of Condon
Regular Council Meeting Minutes
February 1, 2017
7 p.m.**

Present:	Staff Present:
Mayor Jim Hassing Councilor Donald Jamieson Councilor Jan Stinchfield Councilor Boyd Harris Councilor Tom Fatland	Kathryn Greiner, City Administrator Dale Scobert, Police Chief PW Superintendent Larry Durfey

Absent:
Councilor Terri Carnine Councilor Michael Cronk

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.

OTHER

Mayor Hassing stated that in his yearend report given last month that he missed thanking Sandra Myers for volunteering at the recycle depot and commended her for her work.

ADDITIONS TO THE AGENDA

Added the Proclamation of February as Nobel Laureate month for the City of Condon and 7.5.1 – Ken Gross of Home Telephone asked to speak to the council.

PUBLIC COMMENT

Lori Anderson asked if she could comment on the agenda item regarding Columbia Basin Electric Cooperative and the Mayor gave her permission to do so.

PROCLAMATION – FEBRUARY NOBEL LAUREATE MONTH

Mac Stinchfield read the City of Condon Proclamation announcing February as Nobel Laureate Month in honor of William Parry Murphy and Linus Pauling who were born in Condon and recipients of Nobel Prize.

CONSENT AGENDA

A motion was made by Councilor Jamieson to approve the regular minutes of the January 4, 2017 Council meeting. The motion was seconded by Councilor Boyd Harris and approved unanimously. A motion was made by Councilor Tom Fatland to approve the minutes from the January 20, 2017 council retreat. The motion was seconded by Councilor Jan Stinchfield and approved unanimously.

Councilor Jamieson inquired of the trailer rental to Rick Watkins with CA Greiner responding that it was haul the excavator to City Farm. He also asked about \$0.50 fee on VISA with Chief Scobert saying that it was for phone number information service which he expects to cancel this month. Chief Scobert was using the service to follow up on an satellite television scam that was reported from a resident.

OLD BUSINESS

None

NEW BUSINESS

Kip Eagles, Waste Management District Manager, delivered a 4th quarter report to the council. He said that the volume was up at Columbia Ridge landfill by 15% which paid to Gilliam County in 2016 host fees of \$3,485,440; and volume was down 33% at Chem Waste Management paying the council \$74,276. Construction included closing cell 12, opening cell L14, permitting of the thermal desorber and rail yard expansion. Many of the projects have been delayed by weather. Hiring for both sites will include four drivers and two operators. Waste Management has donated a gas chromatograph to the Gilliam County grain lab and are working to do more outreach in the way of site tours and curriculum of materials received.

Kori Sarrett, auditor at Accuity LLC was on the telephone to present the city's 2015-16 audit. Sarrett stated that the city received a modified opinion audit which means there were no deficiencies and that city adhered to budget, contract and insurance laws with no findings. The General Fund remained stable and PERS liability fund will be re-evaluated at the end of December 2016 to determine the city's pension liability. Councilor Fatland asked if there were still internal control issues, with Sarrett replying there always will be with such a small staff.

The council was asked to approve the wastewater collection system study plan that was presented at the January 20 council retreat. **A motion was made by Councilor Fatland to approve the City of Condon Wastewater Collection System Study Update – Master Plan. The motion was seconded by Councilor Jamieson and approved unanimously.**

A motion was made by Councilor Jamieson to release the city of Condon broadband partnership Request for Proposals. The motion was seconded by Councilor Fatland and approved unanimously.

City of Condon Regular Meeting Minutes, 02/01/2017 Page 3

Councilor Jamieson reported that several members of the Fiber Committee recently met with Tom Wolff, General Manager of Columbia Basin Electric Cooperative to discuss a middle mile fiber build from near Shutler Station to Condon. Pat Lauritsen of Windwave was also in attendance to answer questions of broadband and connections of their fiber near Shutler Station. Councilor Jamieson said that the attorney stated that the proposed agreement would have to be in

accordance with public contracting law. Lori Anderson stated that the CBEC board of directors has voted to move forward with the project with the city and negotiate the contracts as they proceed. Councilor Stinchfield said that the city needs to move forward with hiring a telecommunication engineer to design the build from the Alkali to Condon substations, and the costs associated with a build. CA Greiner distributed an RFP for telecommunication engineering services that would have a short timeline of two weeks until they were due and get the work completed by March 31. **A motion was made by Councilor Stinchfield to approve the presented telecommunication engineer RFP. The motion was seconded by Councilor Fatland and approved unanimously.** Councilor Jamieson asked how the RFP would be distributed with the short notice. CA Greiner said that according to public contracting law the city must ask three companies the option to respond, but does not have any publishing requirements based on amount less than \$150,000, but she will have it posted on city's website.

Ken Gross, Home Telephone employee, said that he was willing to work with anyone on their projects. CA Greiner explained that there is some discussion regarding the franchise agreements between Home Telephone regarding internet services. Currently, the city's franchise agreement that Home Telephone assumed from JN Cable is a 4% fee and free internet for City Hall. When the JN Cable service went down several weeks ago, CA Greiner requested to just be transferred to the Home Telephone system since they were both under franchise. Home Telephone's response was that the agreement only stated cable so the DSL and fiber system would be a charge to the city. City attorney's Wyatt Baum and Nancy Werner stated law that though the city could not tax internet it could charge an access fee for city's right-of-way. Gross stated that JN Cable gave the internet fee to the city out of the "goodness of their heart" and it may be a cost to go to Home Telephone's systems. CA Greiner has investigated that the access charge for similar services is 7% in neighboring cities, and will investigate the process of negotiating a new franchise agreement with Home Telephone. CA Greiner suggested that it be put on the next month's agenda to have more time to get the information to the council and properly post on the agenda.

The council received a revised 2017 Goals & Priorities document for review. Councilor Jamieson asked if there was enough money in the manhole account with CA Greiner saying that there was approximately \$65,000 and PW Durfey said it cost \$2,000-3,000 per manhole. **A motion was made by Councilor Fatland to approve the 2017 Goals & Priorities. The motion was seconded by Councilor Harris and approved unanimously.**

A short discussion was held regarding the plans and changes of the City Hall remodel that were received at the January 20 council retreat. The council gave direction to CA Greiner to communicate to city's architect Gail Sargent to move forward with the changes to the back of the building to make it ADA, use the side door in the front and the large overhead door to look like old firehouse doors.

CA Greiner asked the council to budget \$3,000 of the transient funds for the Solar Eclipse party August 21, 2017 to use for a band and other expenses. She stated that the band will probably take most of those funds, but she can get advertising from the Chamber and there may be some revenue of camping at the golf course. The plan is to hold a concert in the park Sunday, Aug. 20 with food and drink from local organizations and possibly regional a winery and brewery. **A motion was made by Councilor Fatland to approve \$,3000 from the transient fund for the**

City of Condon Regular Meeting Minutes, 02/01/2017 Page 4

Solar Eclipse party. The motion was seconded by Councilor Stinchfield and approved unanimously.

Elizabeth Farrar was present and stated that she is the coordinator of all Eastern Oregon events for the solar eclipse event and there are three types of travelers – international that have planned this for years and will stay in Oregon for week or more; domestic visitors that will come several days in advance; and the "Portlanders" that will realize how close they are the day before and come out to watch the event. She added that all lodging and camping within the path of totality has been booked, plus most places within an hour of the epicenter. Councilor Fatland asked

about the transportation issues which Farrar said are being coordinated with emergency services law enforcement and private companies for non-emergencies. Gross said that his company is setting up “hot spots” in John Day and offered to work with Condon to provide the service in Condon. CA Greiner asked Gilliam County Judge Steve Shaffer (in attendance) if Gilliam County was going to allow relaxing planning restrictions for land to be made available for camping and he said that he was not aware of that issue but to contact the county’s representative Rachel Weinstein. Farrar stated that Grant County has relaxed the restrictions for numbers under a “mass gathering” (varies by county) but if you are going to allow camping to contact her to coordinate EMS services if needed.

Mayor Hassing thanked Judge Shaffer for the Gilliam County Road crew’s efforts over the last month of snow removal within the city.

STAFF REPORTS

PW Durfey reported that completed replacing the valves and flaps at City Farm what was leaking and that they are still hauling rock to the reservoir road. He also discussed that they are letting the water build in some of the wells to use during the summer and that ODOT crew will not be billing the city for their assistance on the water project on Highway 19 last fall.

Chief Scobert said he had a quiet month with assisting residents in the snow and attended a week-long leadership training.

CA Greiner reported that she attended the Lower John Day Area Commission on Transportation meeting in Rufus where the city is still in line to receive sidewalk funding in the 2018-21 program years; that golf course attendant Kenny Humphrey will not be returning other than if some help is needed and suggested that the Park and Recreation committee meet in the next several weeks to determine how to proceed; and commended the city crew to keeping things clear and running during the recent winter weather.

Councilor Harris asked if the bench near Murray’s Pharmacy could be removed as it is in disrepair. CA Greiner will work on getting it removed and possibly replacing with a bench.

COUNCILOR INFORMATION

None.

OTHER

Judge Shaffer noted that Gilliam County had recently finalized a SIP agreement of the Montague project that would bring \$1.6 million to Gilliam County over 15 years and \$3 million over five
City of Condon Regular Meeting Minutes, 02/01/2017 Page 5

years for local improvement. The county will meet with the taxing districts involved to determine the distribution of the community funds. Construction is to begin September 2018 and operate in the 4th quarter of 2018.

NEXT REGULAR MEETING

The next regularly scheduled city council meeting set for Wednesday, March 1, 2017, 7 p.m. The meeting was adjourned at 8:16 p.m.

_____ Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator