

City of Condon
Regular Council Meeting Minutes
April 5, 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 7:02 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 regular minutes of the March 1, 2017 council meeting. The motion was seconded by Councilor Tom Fatland and approved unanimously. A motion was made by Councilor Fatland to approve the minutes from the March 21, 2017 special meeting. The motion was seconded by Councilor Jan Stinchfield and approved unanimously.

Councilor Fatland inquired about the bill paid to Vista Sanitation and CA Greiner said that it is for a porta-potty at the park during the winters months. Councilor Jamieson said that on the financial report for February that the percentage in the Administration department is low for this

time of year and CA Greiner said that included in that department is the amount budgeted for the City Hall remodel and the \$8,000 set aside for the school that has not been expended at this time.

OLD BUSINESS

None

NEW BUSINESS

The council received a draft copy of the engineer agreement but it has yet to be agreed upon by both Mid-State Consultants and the city's telecommunication attorney Nancy Werner. CA Greiner asked to have the council give the mayor the authorization to sign the agreement once it has been reviewed and approved by Werner. **A motion was made by Councilor Jamieson to give Mayor Hassing the authorization to approve the telecommunication engineer contract with Mid-State Consultant after Nancy Werner (telecom attorney) signs off. The motion was seconded by Councilor Stinchfield and approved unanimously.**

The council received a copy of a proposed new ordinance to address issues with uses in the city's rights-of-way (ROW). CA Greiner outlined the new ordinance stating that it would be a new chapter in the code under the "General Regulations" that would address registration, licensing and payments of companies accessing the city's ROW. She said that there were major changes to the ordinance from the original draft for definitions, and that all companies would have to register to use ROW, but it was a one-time registration. The companies would then either have a franchise agreement or a license to operate in the ROW and a fee would have to be determined by the council in their fee resolution. In the original ordinance is discussed construction issues which have been removed other than the issue of the restoration of the ROW after construction. CA Greiner requested that the council review the ordinance and at the next meeting to have the first reading. The ordinance was tabled by the council.

Council received a draft copy of the Water System Master Plan (WSMP) and PW Superintendent Larry Durfey summarized the executive summary. CA Greiner added that Anderson, Perry & Associates engineer Dave Wildman stated that the plan would require \$150,000 a year in reserves to pay for the projects that are in the plan, and that the city needs to incrementally raise the rates annually to pay for the reserve. She said that after discussion with Wildman, it is determined that the next five years there will be host fees and SIP funds to make this reserve without raising the rates, but it will need to be reviewed in five years. Of the \$150,000 per year, \$20,000 has been earmarked by the council from the cell tower revenue for this project. CA Greiner asked the council that a motion should be made to forward the draft to Oregon Drinking Water and Business Oregon for review. **A motion as made by Councilor Jamieson to send the Water System Master Plan to the appropriate state agencies for review. The motion was seconded by Councilor Boyd Harris and approved unanimously.**

CA Greiner stated that she will continue to put the housing issue on the agenda's as the county members on the Oregon Solutions team move forward with their project. She emailed the notes from the first meeting held March 20 to the council and gave them a list of items that the committee needs regarding city properties that she hopes to gather by the next meeting April 18.

STAFF REPORTS

Chief Scobert reported that it has been a busy month with three trips to NORCOR and assisting with traffic at two funerals. He noted upcoming trainings at the child Abuse Summit in Portland, desk top training for schools in Condon and a class in Bend. He will also be on vacation for a week mid-month.

CA Greiner reported that the reservation system is up for camping during the solar eclipse event on the city, county and chamber website thanks to Rachel Weinstein at Gilliam County. Reminded the council that the budget committee meeting is Monday, April 17, 7 p.m. and that a discussion has been had about hemp seeds available for planting at the city's pivot. She said that the city had hired Derrick Scholl at the golf course and Gibb Wilkins to the PW superintendent position. PW Durfey will train Wilkins until he receives certification which may be by January 2018.

PW Durfey reported Wilkins position would require a full year of just water hours before he can be certified for the water system, but hopes that with the work at the park and as public works that this can be done by the end of 2017. The wastewater certification does not have the same hour requirements, therefore that requirement may be done this summer. He reported that the reservoir road is done and the sewer line was replaced near S. Washington. The crew is currently working on replacing water services on Oregon Street and have received materials for the summer water line replacement project on Jefferson from Bayard to Court Street. PW Durfey picked up donated chlorination equipment from the City of Newberg at an estimated cost of \$10,000. CA Greiner is to write a thank you letter for the equipment.

Councilor Harris asked when the bench near Murray's will be removed due to its poor condition and PW Durfey said that it is on the list to do of his crew. He also asked if the Pryor Building will be completed by July 4 and CA Greiner said that the contract is to be completed by June 15, 2017.

COUNCILOR INFORMATION

None.

NEXT REGULAR MEETING

The next regularly scheduled city council meeting set for Wednesday, May 3, 2017, 7 p.m. The meeting was adjourned at 7:46 p.m.

_____ Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator