

City of Condon
Regular Council Meeting Minutes
October 4, 2017
7 p.m.

Present:	Staff Present:
Mayor Jim Hassing Councilor Jan Stinchfield Councilor Boyd Harris Councilor Donald Jamieson Councilor Michael Cronk Councilor Tom Fatland	Kathryn Greiner, City Administrator Chief Dale Scobert PW Gibb Wilkins

Absent:
Councilor Carol Harrison

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

Addition to 7.7 from SAFE (Suicide Awareness For Everyone) group to conduct a fun run October 26 on city streets

PUBLIC COMMENT

None

CONSENT AGENDA

A motion was made by Councilor Donald Jamieson to approve the regular minutes of the September 6, 2017 council meeting. The motion was seconded by Councilor Boyd Harris and approved unanimously.

Councilor Fatland asked about the lumber costs on the VISA and was told by CA Greiner that it was for a pumphouse built by PW staff at golf course.

OLD BUSINESS

Council received the email of the Oregon Solutions Housing project and CA Greiner updated that the group is having one more meeting next week to finalize the “declaration of cooperation”

which will be signed by all entities. The group is still discussing what dollar amount is going to be requested to the Gilliam County court to proceed with the projects that will be in the solutions document.

The council received the bid summary of the City Hall remodel project with one bidder of Knerr Construction for \$315,500. CA Greiner discussed options with attorney Wyatt Baum and they included asking if the architect could scale back the project to fit into the estimate amount of \$186,000 then rebid the project; or reject the bid and go back out for bid in the next fiscal year when more funds would be available. The council discussed moving forward with the stairs on the back and moving the heat pump by staff in the current fiscal year, but no decisions were made. Councilor Harris asked if the Memorial Hall was in the bid, with CA Greiner stating it was not. She suggested that the bid documents be drawn up for the hall and possibly get it done in the current fiscal year. **A motion was made by Councilor Jamieson to reject all bids and table the City Hall remodel project until the next fiscal year. The motion was seconded by Councilor Fatland and approved unanimously.**

NEW BUSINESS

Councilor Jan Stinchfield brought the council up to date on the meetings between Gilliam County, Columbia Basin Electric Cooperative and the city to discuss the Zayo proposal. She stated that at this time, nothing was in writing although verbally they have agreed on several points of the business terms. Adams Haas and Joe Franell, consultants for the city and county respectively, have been in discussion with Zayo representatives regarding the middle mile fiber line. It was reported that a Request for Proposal will need to be issued on the middle mile line since public funds are used. It was noted that at the Gilliam County Court meeting that day, the county's attorneys Jim Deason and Will Carey said they would write the RFP off templates which would take a week to 10 days. Councilor Stinchfield suggested that a letter be written to the county court stating that we had staff that has been on the project for almost two years and not only has experience in writing a telecom RFP, but also distribution and administration. The council directed CA Greiner to draft a letter in response to the county regarding the RFP process. CA Greiner also stated that there is some discussion of what type of RFP should be written depending on if Zayo was building a larger project than just to Condon. To keep the project moving, CA Greiner stated that a special meeting may need to be called prior to the November council meeting to approve the RFP for distribution.

Converge Communications, Inc.- Adam Haas submitted a consulting agreement for further telecommunication services on Condon's fiber project. CA Greiner stated that the agreement has been reviewed by Wyatt Baum and that it falls under ORS 279C.110(8) therefore is in line with public procurement. **A motion was made by Councilor Fatland to approve the telecommunication agreement with Converge Communications, Inc. as presented. The motion was seconded by Councilor Michael Cronk and approved unanimously.**

Councilors received two resolutions in response to requests by the auditors. One was for reviewing reserve accounts and the other was to approve a reserve of the ODOT funds that are received by the city. **A motion was made by Councilor Fatland to approve Resolution 2018-04 – A Resolution Reiterating the Need of a Reserve Fund and Resolution 2018-05 – A resolution of Allocating ODOT Funds. The motion was seconded by Councilor Jamieson and approved unanimously.**

The council was presented an update of the City of Condon Transfer Station Operations Plan 2017 for review and approval. CA Greiner stated that the changes were to the way the paint collection was handled and stored. **A motion was made by Councilor Jamieson to approve the Transfer Station Operations Plan 2017. The motion was seconded by Councilor Harris and approved unanimously.**

The SAFE group asked to hold a fun run on city streets Thursday, October 26. **A motion was made by Councilor Fatland to approve SAFE's request for a fun run and to coordinate the event with Chief Scobert. The motion was seconded by Councilor Stinchfield and approved unanimously.**

STAFF REPORTS

PW Wilkins reported that the crew has completed the water line projects for the year which was 2,336' of 8-inch water line. They continue to work on the patching of street crossings. Water year gallons pumped was 59.8 million gallons and 17.1 million gallons from the spring collection system. The crew has sanded the greens at the golf course and continue to fix leaks in the sprinkler system at the city park.

Chief Scobert reported that there will be two trials this month on city ordinance violations – John Reser and Keith Shaw. He is to attend an elder abuse training and telecommunications conference this month. It was briefly discussed a house on North Oregon was stripped of fixtures, cabinets and other items stolen and he has grand jury on the people this month.

CA Greiner stated she has been invited to present to the Oregon Sustainability Board that will be in town Friday, October 6 regarding the city's projects. She pointed the council to look at the Waste Connections information about the potential for not being able to recycle items due to a global issue with selling recycled items. She reported that she is seeking planning commissioner members and if she doesn't not have a quorum then the city council will have to take on the role of the planning commission.

COUNCILOR INFORMATION

Received Waste Connections Recycle and water line installation information.

NEXT REGULAR MEETING

The next regularly scheduled city council meeting set for Wednesday, November 1, 2017, 7 p.m. The meeting was adjourned at 7:44 p.m.

_____ Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator