

City of Condon
Special Council Meeting Minutes
November 8, 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 Councilor Carol Harrison	Kathryn Greiner, City Administrator Adam Haas, Fiber Consultant – telephone Nancy Werner, Telecom Attorney - telephone

Absent:
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.

EXECUTIVE SESSION

It was determined by the council that an executive session was not needed for the discussion.

FIBER SERVICES RFP & APPROVAL

CA Greiner explained that earlier in the day the Gilliam County Court approved the Intergovernmental Agreement between the county and city regarding fiber count and contribution of funds with no changes. The county also approved the Request for Proposals (RFP) with the Indefeasible Right of Use (IRU) and Maintenance service agreement that was subject to their legal counsel final approval set forth in the county’s public contracting rules.

Adam Haas that the deal points of the RFP have been agreed upon and have to be a bit flexible on some of the items but what is important is that the city will get the fiber counts that they have requested and the IGA spells out that the contribution of funds will be disproportionate with Gilliam County paying more than the city.

Nancy Werner stated that the draft RFP had not been prepared with Gilliam County public contracting rules incorporated and that was the remaining items on that document. The IRU is mostly complete but she has not seen the changes of the MA since October 31. Although she does not anticipate many changes to either, she would like to have this completed on Monday when the legal notices are sent to the newspapers.

There was a brief discussion of the selection committee the process of how the RFPs will be handled upon their return. CA Greiner has contacted Gilliam County Court Assistant Leanne Durfey to review the legal and the distribution list. They will work together to distribute and receive the RFPs back at the deadline December 29.

A motion was made by Councilor Donald Jamieson to approve Kathryn Greiner to act as the City's Contracting Agency under ORS 279A.060 and the City of Condon's Public Contracting Rules 2005 137-046-0110(9)(10) for the limited purpose of finalizing the Request for Proposals Dark Fiber IRU and Maintenance Services issued jointly the City of Condon and Gilliam County. The motion was seconded by Councilor Jan Stinchfield and approved unanimously.

CA Greiner noted her concern of the timelines that were approved in the RFP by the city and court to get it done Monday. Werner stated that she was waiting on the final information from the county's telecom attorney Jim Deason but she would appreciate the city issuing an email reminding the county of the deadlines and suggested that she receive the documents by the end of the next day. Haas noted that the RFP cannot be issued without the two documents or it would make it null and void. Councilor Stinchfield suggested that the county's consultant be asked to call Deason and Haas will make that contact.

The meeting was adjourned at 7:23 p.m.

_____ Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator