

**City of Condon  
Regular Council Meeting Minutes  
January 3, 2018  
7 p.m.**

Present:	Staff Present:
Mayor Jim Hassing Councilor Jan Stinchfield Councilor Donald Jamieson Councilor Michael Cronk Councilor Carol Harrison	Kathryn Greiner, City Administrator Chief Dale Scobert Gibb Wilkins, Public Works Supt.

Absent:
Councilor Boyd Harris Councilor Tom Fatland

**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**

Added a Proclamation for McLaren “Mac” Stinchfield day.

**PROCLAMATION**

Mayor Hassing read the ‘McLaren “Mac” Stinchfield Day Proclamation’ that honored Stinchfield for his volunteerism, knowledge of “all things Condon,” fair and accurate reporting as editor, writer and owner of The Times-Journal for over 40 years on his 70<sup>th</sup> birthday.

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

**A motion was made by Councilor Donald Jamieson to approve the regular minutes of the December 6, 2017 regular council meeting minutes. The motion was seconded by Councilor Carol Harrison and approved unanimously.**

The financial statements were reviewed with no questions.

## **OLD BUSINESS**

CA Greiner updated the council that there were three responses to the dark fiber RFP issued by the City and Gilliam County. Home Telephone, Zayo and Inland Development responded, and the information has been forwarded to the selection committee of Adam Haas and Joe Franell who is scheduled to meet Thursday, January 4, 2018 in The Dalles to review and may make the preliminary recommendation to the city and county. CA Greiner suggested that she is contacting city attorney Wyatt Baum to see if it is appropriate to have a joint executive session with the the county court to discuss the recommendations.

## **NEW BUSINESS**

The council received the Oregon Solutions Housing Declaration of Cooperation and the signature portion that said the city would support the creation of a public-private partnership between Gilliam County and Pioneer Community Development corporation, in which the county funds a housing incentive program that is managed and administered by PCDC, and the city would review progress through annual reports. **A motion was made by Councilor Stinchfield to approve the Oregon Solutions-Gilliam County Attainable Housing Declaration of Cooperation. The motion was seconded by Councilor Michael Cronk and approved unanimously.** CA Greiner said that there will be a signing event Tuesday, January 23, 5:30 p.m. at the Anderson Building and asked the Mayor to attend

Discussed the two proposals of paperless board packets from Civic Plus and BoardBook. CA Greiner stated that after review of both programs she was recommending going with Civic Plus as it was more equipped to cater to city issues and be able to load the ordinances, water and sewer master plans and other documents. Councilor Stinchfield asked to have this on the council retreat and have a demonstration. Also discussed was either using iPads or laptop computers. CA Greiner will look into the prices of each to determine what is more cost effective. The issue was tabled.

Mayor Hassing and Councilor Jamieson, both members of the volunteer fire department stated that the city's 1964 firetruck was having mechanical issues and that it should be declared surplus. It was suggested that CA Greiner contact City of Lonerock and the rural fire district to see if they would have use for the truck or the equipment on the truck. **A motion was made by Councilor Jamieson to approve Resolution 2018-06 – A Resolution declaring the 1964 International Fire Truck as surplus. The motion was seconded by Councilor Stinchfield and approved unanimously.** A discussion at the retreat will be held of the fire equipment needs.

Mayor Hassing appointed councilors to the city committees as follows: Public safety – Councilors Harrison & Fatland; Personnel – Councilors Harrison & Harris; Parks & Recreation – Councilors Harris & Fatland; Public Works – Councilor Cronk & Jamieson; Finance – Councilors Stinchfield & Cronk; Fiber – Councilors Stinchfield & Jamieson, plus Elizabeth Farrar, Rita Rattray & Chief Scobert. Mayor Hassing will sit on all committees.

Mayor Hassing appointed CA Greiner as budget officer and Jay LaRue, Dennis Bruneau and John Barnett to the budget committee; then designated The Times-Journal and East Oregonian as newspapers of record; Bank of Eastern Oregon and the Oregon State Local Government Investment Pool as City of Condon Depositories; and Dave Wildman, PE, Anderson, Perry & Associations as the Engineer of Record.

**A motion was made by Councilor Stinchfield to approve the 2018 city and budget calendars. The motion was seconded by Councilor Jamieson and approved unanimously.**

**STAFF REPORTS**

Chief Scobert reported that the last month with Christmas and New Year’s holiday was quiet and uneventful. He attended a conference to investigate crimes of senior citizens in December and will attend the annual executive leadership conference in Seaside later this month.

PW Wilkins reported that 2.1 million gallons of drinking water were pumped last which was down from last year. Several pieces of golf course equipment have been taken in for repair and expected back by the March. Public works crews are preparing to install a fence at city farm and are investigating a communication issue with well #4.

CA Greiner said that the retreat is February 2 and after a short discussion said that it would start at 1 p.m. At the December meeting the council put Councilors Harrison and Cronk on the finance committee to begin the review of the public contracting rules and with the appointments it is now Councilors Stinchfield and Cronk. CA Greiner will get a time to meet with the committee and attorney Baum. She said that she has asked Bennett’s for a quote on the stairs on the back of City Hall that was in the remodel and will see about getting the electrical completed before the RFPs go back out for the City Hall remodel project. The planning commission does not have any issues that require a hearing this month, but did note that they are down two members and asked to start recruiting other members. CA Greiner noted that she has been asked to write a letter of support to group regarding the use of “white space” or frequency for transmitting broadband. The council directed CA Greiner to write the letter of support and sign it.

**COUNCILOR INFORMATION**

Received the Gilliam County the Frontier TeleNet management report recently completed by AOC solutions, and final Metro letter of support that was signed in December.

**NEXT REGULAR MEETING**

The next regularly scheduled city council meeting set for Wednesday, February 7, 2018, 7 p.m. The meeting was adjourned at 7:34 p.m.

\_\_\_\_\_ Date \_\_\_\_\_  
Jim Hassing, Mayor

ATTEST: \_\_\_\_\_ Date \_\_\_\_\_  
Kathryn Greiner City Administrator