

**CITY OF FOSSIL**  
**COUNCIL MEETING MINUTES**  
**FEBRUARY 14, 2017**

The regular meeting of the Fossil City Council was called to order by Mayor Carol MacInnes at 7:06 PM. This meeting was held in the conference room of the Jeanne E. Burch Building, 401 Adams Street, Fossil, Oregon.

Council Members Present: Mayor Carol MacInnes, Councilor Mary Mountain, Councilor, Melanie Sperry, Councilor Jerry Beckham and Councilor Julie Knox.

Also attending: Launa Wing, Jack Lyon, Brenda Snow Potter, Roger Morehead, Sherian Asher, Candy Thornton, Elizabeth Farrar, Jimmy Wimer, Bill Potter and Jeanne Burch.

Additions to the Agenda: Mayor MacInnes requested that the following items be added to the agenda:

Communications: Yearly progress report from City of Fossil Museum

Old Business: Item 6 Fossil Lots. Item 7 Logo

New Business: 3. Dog Registration. 4. Jimmy Wimer street vacation discussion.

Moved by Mary Mountain, seconded by Melanie Sperry to approve the additions to agenda. Motion passed with all present voting aye.

Minutes: Moved by Melanie Sperry, seconded by Jerry Beckham to approve the minutes of January 10, 2017 council meeting. Motion carried with all present voting aye.

Bills: Moved by Mary Mountain, seconded by Julie Knox to approve the checks written from January 11, 2017 through February 13, 2017. Motion carried with all present voting aye.

Old Business:

City Web Page: Elizabeth Farrar met with the Council regarding the development of a web page for the City of Fossil. Mayor MacInnes inquired about the fees and how they are charged. Elizabeth Farrar replied that the fees will vary according to what content is chosen for this site. She also stated that the page can start out basic and items can be added later. The contract presented has this flexibility. At this point Mayor MacInnes asked if the council was ready to approve the contract with Elizabeth Farrar to develop the City of Fossil web page. Moved by Melanie Sperry, seconded by Mary Mountain to approve Website Development and Maintenance Agreement with Elizabeth A. Farrar. Motion carried with all present voting aye.

Melanie Sperry asked how long it would take to develop this page. Elizabeth answered it will depend on the logo and photography. Photography must be in place before page is ready to go.

Julie Knox asked if local photography owned by others is used, will the owner of the photography be given credit? Elizabeth answered yes.

Jack Lyon asked what the budget is for this project? Carol MacInnes stated it is \$3,000.00.

Elizabeth also explained she had sent out a guideline of information needed and also suggestions on colors, photos, content. Carol stated that she would like each council member to take a portion of the guidelines that Elizabeth provided and do the research on the content. Regarding the color pallet, it is individual to each web page. She did mention that many in this area are using the colors of nature. Some of the photos used in the area are of BLM and the National Parks landscapes.

Julie Knox asked if the photos can be changed? Elizabeth replied it is easy at first but may be complicated later on.

Mayor MacInnes thanked Elizabeth Farrar for the informative presentation and assured her the Council will work on this project right away.

Park Lights: No update due to weather.

Eclipse: Deputy Michael Boyd reported that information is coming in every day. He has attended meetings and it appears that lodging is full through our area of the State. A discussion was held on Porta-Potties and could they be obtained. Also advertising any events that will be held in Fossil to accommodate visitors. Deputy Boyd stated some roads will be closed but they will be posted. Mary Mountain asked the council to consider waiving conditional use permits for private homes wanting to rent a room for one week before and one week after the event. A lengthy discussion was held on the Little League Field that is in the Wheeler County Fair Ground Complex but does belong to the Fair. Sherian Asher stated that any income derived from this area should go to projects for the Children of Fossil as directed by the Steiwer Family who donated this area for these Children. The council agreed. Mary Mountain, Bill Potter and Deputy Boyd attended a meeting in Fossil recently to plan for this event.

Advertising for City Recorder/Hiring Process: Tabled at this time.

Launa Wing Property: Carol MacInnes assured Launa Wing that the city is searching the records to confirm the restriction placed on one of her lots regarding adding water and sewer. It is necessary to obtain updated flood plain maps for this area. Launa asked about other alternatives to install water and sewer but Public Works Superintendent Bill Potter thought that this is restricted by original bonding requirements. Further research will be done on this matter.

Fossil Lots: Mayor MacInnes asked if there has been any update from City Attorney regarding the Wells Fargo restrictions on the Fossil Heights Lots. Mary Mountain replied he had sent a demand letter to Wells Fargo. Carol MacInnes asked about starting foreclosure and this might be the solution to this problem. There are buyers for these lots.

Logo: Carol MacInnes stated there are several submission for a proposed City of Fossil Logo and asked the Councilmembers to stop by City Hall, review these submission and be prepared to vote on which one to choose.

#### New Business:

4-H Community Service Projects: The 4-H clubs would like to spruce up the signs at the entrance to Fossil as a Community Project. Councilmembers agreed this would be a great project and would like it done before the eclipse.

Water Commissioner: Mayor MacInnes proposed appointing Councilor Julie Knox as the Water Commissioner. Moved by Mary Mountain, seconded by Melanie Sperry to approve Julie Knox as Water Commissioner. Councilor Knox will work with Public Works Superintendent Bill Potter.

Dog Registration Program: Julie Knox will supervise the dog registration program. Will work with City Recorder on reviewing dog registration records. Deputy Boyd also referenced a program that has a small fee to track dogs and their registration requirements.

Jimmy Wimer Property: Jimmy Wimer requested that a portion of "B" Street that runs through his property be vacated. This street has never been developed and he stated that his parents had discussed this when they purchased the property in 1971 but he did not know if it was done. Research will be done to see if there are records of this process being done.

Stephan Property: Deputy Boyd stated that the weather had delayed the Stephan cleanup project. There is no update on this project. Deputy Boyd also said that he has been working on the eclipse project.

#### Staff Reports:

Deputy Boyd: Deputy Boyd stated he has already given his report in other parts of the agenda.

City Recorder: Jeanne Burch reported as Interim City Recorder that there is progress. She and Bill Potter have been working together to cross train on utility programs and other projects. Reorganizing files has started but only as time permits. Jeanne also thanked Mary Mountain for her help in billing ambulance charges.

Public Works Director: Public Works Superintendent Bill Potter reported it has been very busy in the last few weeks due to the severe weather. Several pieces of machinery have broken down and needed to be repaired or replaced. Bill also discussed the need for part time help and suggested that someone be hired when needed. Moved by Melanie Sperry, seconded by Mary Mountain to approve hiring part time help for public works department as needed. This is with the understanding this will be an hourly position with no benefits. Motion carried with all present voting aye.

Bill Potter also discussed purchasing a commercial washer and dryer to be installed at the Fire Department. This washer and dryer will be used for Public Works coveralls, and items that need to be washed for ambulance and fire service. Not contracting for the coveralls alone from Aramark will help recover the cost in a short time. Moved by Melanie Sperry, seconded by Mary

Mountain to approve purchase of commercial washer and dryer for the EMS Building. Motion carried with all present voting aye.

Melanie Sperry also requested that Bill research increase cost of water and electric installation due to this purchase.

Bill reported that new fire truck is here and he will be obtaining the logo to place on the door. Bill also reported that AFG grant has been received for next year and it will be budgeted accordingly.

Mayor and Council Reports:

Carol MacInnes announced the Girls Basketball Team is going to State in Madras. Carol stated we are very proud of these girls.

Carol also thanked Council for all their help keeping the City Government running.

Mary Mountain: Reported that the Heritage Trail project is proceeding on schedule. Some of the ODOT work has been done and the project is scheduled for 2018. Launa Wing asked some questions regarding the sidewalk installation in front of homes. Bill Potter stated these entrances are being taken care of in the planning.

Community Concerns and Issues:

Sherian Asher asked how to obtain copies of approved minutes. These can be obtained by coming to City Hall or making a request to have them emailed.

Jerry Beckham asked Bill Potter some questions regarding the proposed pipeline in the Anderson and Perry Water Feasibility Study. Bill Potter explained that State of Oregon Regulations require that sending water to the well in the east end of Fossil require that it be done this way.

There being no further business, the meeting adjourned at 8:35 P.M.

APPROVED: \_\_\_\_\_

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CAROL MACINNES, MAYOR

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JEANNE E. BURCH, INTERIM CITY RECORDER