**CITY OF FOSSIL**

**MINUTES**

**AUGUST 8, 2017**

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

Council Members Present: Carol MacInnes, Mary Mountain, Jerry Beckham and Julie Knox.

Also Present: Sharon Ramsey, Shirley Hicks. Anne Mitchell, Linda Philbrick, Brenda Snow Potter, Brad Baird, Terri Hunt, Pearl Whistler, Tom Burlingame, Bill Potter and Jeanne Burch.

Pledge of Allegiance: Mayor MacInnes led the Pledge of Allegiance.

Amendments to Agenda: No amendments.

Approve Agenda: Moved by Julie Knox, seconded by Mary Mountain to approve agenda as presented. Motion carried with all present voting aye.

July 11, 2017, Minutes: Moved by Mary Mountain, seconded by Julie Knox to approve July 11, 2017, City Council Minutes with the correction of the word electrician in place of electric company. Motion carried with all present voting aye.

July 13, 2017, Minutes: Moved by Mary Mountain, seconded by Julie Knox to approve the minutes of July 13, 2017, Special Council Meeting as presented. Motion carried with all present voting aye.

Approval of Bills: Moved by Jerry Beckham, seconded by Mary Mountain to approve the bills paid for the period July 11, 2017, to August 7, 2017. Motion carried with all present voting aye.

Correspondence: None

Old Business:

Park Lights: Bill Potter reported that two lights are up and now working on the wiring for the remainder. Carol MacInnes asked when the rest would be installed and Bill Potter replied by the end of summer.

Eclipse: Mary Mountain reported there is some concern about the clear weather during this event. Mary stated that extra Porta-Potties had been rented and they may be delivered early. Porta-Potties will be installed in front of the Grade School Gym. Also, the Methodist Church will have two Porta-Potties. The Street Fair is scheduled for the Sunday before the eclipse, and there has been progress on this event. The transfer station will be open all eclipse weekend to handle an expected increase in trash.

LOGO: Carol MacInnes announced she is getting samples from other cities ideas of the type of logo for the City of Fossil.

Anderson Perry Contracts: Brad Baird, representing Anderson Perry Engineering, gave a presentation on the water facilities plan and explained how the needs are calculated. There also was a detailed explanation of the Wastewater Facilities Plan. It was decided that a work session, devoted to these issues needs to be held. This session is scheduled for September 12, 2017, at 5:30 P.M. This session will be held in the conference room of the Jeanne E. Burch Building, 401 Adams Street, Fossil, Oregon.

ODOT Heritage Trail: Mary Mountain and Bill Potter gave an update on this project. Bill discussed the Heritage Trail Agreement and a Utility Conflict letter which explains how to deal with water meters and other infrastructure that may need to be moved. Mary Mountain discussed that the final plan had been delayed and bid opening has been moved from October 2017 to November 30, 2017. The contract should be awarded in January 2018 and construction will start in March or April 2018, depending on the weather. The project will be complete by June 30, 2018.

Street Lights: Carol MacInnes reported that there are eight new street lights up and four more have been ordered. These lights will only be in the business district, and there have been no complaints. The owners of businesses are pleased with the new lighting.

Residential Lots: Mary Mountain reported that she had heard, just before this council meeting that title companies are going to require more information before titles on lots are cleared. This requires a Judicial Foreclosure on all banks involved. Carol MacInnes stated that the City Council is doing the best they can to solve this matter. This is a new council to this project, and they were told everything was okay to proceed with the sale. It turned out this was not accurate information, and this council has been working hard to solve the problem.

Tatone-Smith Realtor Commission: The commission is due on the sale of the Derby Lot. The direction of the City Council to pay this commission.

Eclipse Decorating Contest: Carol MacInnes asked the council members to look at the business windows and pick the winner of the eclipse decorating contest.

Event Liquor Permits: Carol MacInnes asked that a letter go out to RJ’s stating the parameters of special event liquor permits requests. There has been a complaint about another business, and Carol wishes the letter to point out that the City does not enforce the OLCC rules.

New Business:

Tom Burlingame-Fossil Zoning Rules: Bill Potter discussed the issue about a shipping container that Mr. Burlingame wished to place on his property. Bill could not find anything in the zoning ordinance prohibiting these containers but did find a copy of a letter referencing earlier planning commissions stating these containers are not proper. Carol MacInnes stated she supports these containers being in town with proper guidelines. Tom Burlingame stated that his issue had been settled and he did not need to meet with the council regarding the container.

Librarian Replacement: Julie Knox has talked to Experience Works, and their program is just starting for this period. Julie said it takes a while, but she will stay on top of it. It was suggested that an advertisement be placed for a librarian.

Record Request Policy: Jeanne Burch presented a sample Records Request Policy prepared for the City Council by Attorney Paul Sumner. Moved by Mary Mountain, seconded by Jerry Beckham to adopt the Records Request Policy for the City of Fossil. Motion carried with all present voting aye.

Fire Grant Resolution: Bill Potter presented Resolution No. 415, a resolution to accept a $15,500.00 grant awarded to the Fossil Volunteer Fire Department. Moved by Julie Knox, seconded by Jerry Beckham to approve Grant Resolution No. 415 for the Fossil Volunteer Fire Department. Motion carried with all present voting aye.

Shipping Container: Bill Potter asked for permission to purchase a shipping container for the Fossil Volunteer Fire Department. This container will be stored at the sewer lagoons, which are outside of the city limits, and used for fire training. Moved by Julie Knox, seconded by Mary Mountain to approve the purchase of shipping container for the Fossil Volunteer Fire Department Training. Motion carried with all present voting aye.

Jeanne Burch Vacation: Jeanne Burch will be gone from August 10 through August 16, 2017. City Office will be opened only limited hours.

Wheeler County Fair Parade: City Council will not be in the parade.

Sally Potter Temporary Awnings: Sally’s Salsa and Bakery has asked for permission to install their pop up awnings during fair week and the eclipse event. Moved by Mary Mountain, seconded by Julie Knox to approve the use of temporary awnings by Sally’s Salsa and Bakery during Fair Week and Eclipse Event. Motion carried with all present voting aye.

Staff Reports:

City Recorder: No report

Public Works Director: Bill Potter reported bike racks are being installed. Bill asked where to place third bike rack but a spot was not selected. Bill Potter asked for extra hours for summer help Brandon Prindle, but Mayor MacInnes said no. Bill Potter stated his vacation is scheduled October 4 through October 12 and November 3 through November 13, 2017.

Mayor and Council Reports:

Mary Mountain asked about the progress of mobile home being rehabilitated

 in the upper end of Fossil. Bill Potter reported that progress is being made. He feels the City is fine with what they are doing according to City Regulations’

Wheeler Amature Radio Group: Jerry Beckham reported this group now has 14 members. Jerry was also the winner of the Spray Ducky Derby and donated his winnings to the Spray Volunteer Ambulance.

Community Concerns and Issues: None

Next City Council Meeting will be September 12, 2017.

There being no further business the meeting adjourned at 8:40 PM.

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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CAROL E MACINNES, MAYOR

Attest:

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JEANNE E. BURCH, INERIM CITY RECORDER