**CITY OF FOSSIL**

**CITY COUNCIL MEETING**

**JULY 11, 2017**

**MINUTES**

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

Council Members Attending: Carol MacInnes, Mary Mountain, Jerry Beckham and Julie Knox. Melanie Sperry absent.

Also Attending: Terri Hunt, Anne Mitchell, Linda Philbrick, Brenda Snow Potter, William (Bill Potter) and Jeanne Burch.

Amendments/additions to Agenda: Carol MacInnes requested that a report from Deputy Michael Boyd be added to the agenda. Moved by Julie Knox, seconded by Mary Mountain that agenda be approved with the addition of report from Michael Boyd. Motion carried with all persons voting aye.

Minutes: Moved by Julie Knox, seconded by Jerry Beckham to approve the City Council Meeting Minutes of June 13, 2017. Motion carried with all persons voting aye.

Accounts Payable: Moved by Mary Mountain, seconded by Julie Knox to approve checks written for accounts payable for the period June 13, 2017 to July 10, 2017. Motion carried with all present voting aye.

Correspondence:

Sylvia Ankney: A letter from Fossil Librarian Sylvia Ankney tendering her resignation as Fossil Librarian effective June 30, 2017. Moved by Mary Mountain, seconded by Jerry Beckham to accept Sylvia Ankney’s resignation as Fossil Librarian. Motion carried with all present voting aye.

Wheeler County Sheriff: A letter from Wheeler County Sheriff, Chris Humphrey, was read stating that for July and August the Wheeler County Sheriff’s office will be suspending the contract with City of Fossil on control of nuisance properties. Michael Boyd stated he will be working on the ten open cases but will not accept any other cases for months of July and August, 2017.

Old Business:

 Park Lights: Bill Potter reported that he has completed the work the City could do and is waiting for the electrician. He stated the electrician has been very busy but should get to this project soon.

 Eclipse: Mary Mountain reported on progress of eclipse event in Fossil. Mary attended a meeting in City of Mitchell. Still working on trying to find porta-potties. Mary stated the Methodist Church has had interior plumbing problems so their restrooms will not be available. It was stated there may be some extras in Spray and that they might be available.

 Logo: There was no report on this project and will be tabled until next meeting.

 Planning Commission Update: Julie Knox reported that she now has confirmation that the following will serve on this committee: Chris Jones, Dennis Wallis, Wade Brown, Wade Bissonnett, and Ron Prindle. Julie hopes to find two more members but in the meantime this is enough to reconvene the City of Fossil Planning Commission. Julie Knox and Bill Potter will co-chair this committee.

 Summer Park Program: Due to the absence of Council Member Melanie Sperry this item tabled until next meeting.

 Ambulance Fund Raiser: Carol MacInnes gave a presentation on the fund raising events for the Fossil Ambulance. The car wash and other donations are $3,244.00. Carol expressed her appreciation for the support of the community and stated that due to a mandatory training she and EMT Mike Craig were not able to participate in the Car Wash and that EMT Susan Moore was on call.

Dog Registration: Julie Knox reported the dog registration is coming along nicely and dogs are being licensed and proof of rabies and other vaccinations are being provided. Julie stated she will keep working on this project.

Anderson and Perry Wastewater and Facilities Plan: Reported that City Attorney, Paul Sumner, has reviewed the contracts and deemed okay to sign. Moved by Julie Knox, seconded by Mary Mountain to approve signing the Anderson and Perry Wastewater and Facilities Engineering Contracts. Motion carried with all present voting aye. Brad Baird from Anderson and Perry would like to meet with the council regarding these plans. It was the consensus of the Council that a special meeting needs to be held just to concentrate on these projects. Bill Potter will follow up on acceptable date and time for this meeting.

ODOT Heritage Trail: Mary Mountain reported that a document has been received from ODOT regarding temporary easement of some city owned property. Moved by Julie Knox, seconded by Jerry Beckham to approve Trail Donation Parcel Easement for Oregon Department of Transportation Project. Motion carried with all present voting aye.

Bill Potter made a presentation regarding handicap ramps and curb heights. Bill stated that ODOT needs City Council approval to go from six inch curb to two inch curb. Moved by Mary Mountain, seconded by Jerry Beckham to approve the following changes recommended by ODOT for Heritage Trail curbs and ramps.

 1. Install only one sidewalk ramp, instead of two, at the following locations:

 The SE Corner of 1st and Adams Street

 The NW Corner of 1st and Hoover Street

 The NE Corner of 1st and Hoover Street

 The NW Corner of Main Street and 2nd Street

 The NW Corner of 3rd and Jay Street

 2. Curb exposures of 6” in some locations need to be 2” or less as reducing curb exposure is the best option and serves the city well.

Motion carried with all present voting aye.

Oster Professional Questionnaire: Jeanne Burch reminded Council Members to send their questionnaires back to auditors, Oster Professional Group.

Street Lights: Carol MacInnes reported that LED Street Lights have been ordered for downtown area and there will be 8 in phase one. There was authorization for 12 but if 8 is sufficient, project will stop there.

New Business:

Liquor License Renewals: Oregon Liquor Commission has informed the City of Fossil of Liquor License Renewals. Moved by Mary Mountain, seconded by Julie Knox to approve liquor license renewals for Fossil Mercantile, KC’S Country Value, Korner Café, RJ’S Steaks and Spirits (two permits). Motion carried with all present voting aye.

Librarian: Julie Knox reported on replacing City of Fossil Librarian. The employment will be for 12 hours per week, must be computer literate, and have work experience. Julie will coordinate finding suitable applicants. Carol MacInnes stated the employee must be bonded.

Special City Allotment: Bill Potter informed the Council that Fossil may again apply for a Special City Allotment Grant to do some Street Paving. ODOT is no longer able to provide paving as in previous years. This application will be for paving A Street to Chase Street. A special resolution needs to be passed by the Fossil City Council and since it was not available a special meeting will be held to consider the Special City Allotment resolution so that the application can meet the deadline requirements.

City Recorder: Jeanne Burch reported that the 2017-2018 City of Fossil Budget has been bound and copies were distributed to council members.

Public Works:

 Visa Credit Card Limit: Bill Potter reported that the $5,000.00 limit on the Visa Credit Card has made it difficult to purchase the items the City Council has approved. Carol MacInnes stated that she does not approve of high limit credit cards. Moved by Jerry Beckham, seconded by Mary Mountain to raise the limit on credit card to $10,000.00. Motion passed with Jerry Beckham and Mary Mountain voting aye, and Julie Knox voting no.

Michael Boyd: Michael Boyd reported on eclipse event in August. There will be 12 extra law enforcement officers in Wheeler County. At this time 1,000 people expected but this may increase at the last moment. Michael Boyd complimented Anne Mitchell on organizing eclipse meeting and helping to coordinate the increase in visitors to this area.

Mayor and Council Reports:

Carol MacInnes read a letter from Triad Trophies of Condon, Oregon introducing their new business. Carol thanked Anne Mitchell for the $98.50 donation to the Fossil Ambulance from the Wheeler Blue Grass Festival and thanked Mary Mountain and Julie Knox for working on the Blue Grass Festival. Carol also asked that Kaylee Griffith come to the August City Council Meeting and report on progress of Fossil Street Fair to be held during the eclipse.

Community Concerns and Issues:

Anne Mitchell asked that research be done on the Historic District Committee that was formed several years ago by the City of Fossil. She stated this helps in searching for grants that benefit the city.

Terri Hunt: Concerned about the ditch next to Haven House and standing water. Bill Potter explained that this happened during original construction and that the remedy for this problem will be extensive removal of trees, sidewalks and grass areas and very costly.

Next City Council Meeting=August 8, 2017

There being no further business the meeting adjourned at 8:05 P.M.

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

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CAROL E. MACINNES, MAYOR

ATTEST:

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JEANNE E. BURCH, INTERIM CITY RECORDER