

**CITY OF FOSSIL**  
**COUNCIL MEETING MINUTES**  
**JANUARY 9, 2018**

The regular meeting of the Common Council of the City of Fossil was called to order by Mayor, Carol MacInnes at 7:00 pm. This meeting held in the conference room of the Jeanne E. Burch Building, 401 Adams Street, Fossil, Oregon.

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

Also: Jan Schott, Teresa Aldrich, Jeanne Burch, Bill Potter, Brenda Snow-Potter, Bill Gubser, Marsha Holley and Teri Hunt.

Pledge of Allegiance recited by all in attendance.

Approval/amendments to agenda: Additions, Wheeler County Fairboard, Jan Schott. Moved by Julie Knox, seconded by Mary Mountain to approve agenda as presented. Motion carried with all present voting aye.

Minutes: Moved by Julie Knox, seconded by Melanie Sperry to approve December 12, 2017 City of Fossil Council Minutes as presented. Motion carried with all present voting aye.

Invoices Paid: Approval of invoices from December 12, 2017 to January 8, 2018. Moved by Mary Mountain, seconded by Jerry Beckham to approve City of Fossil invoices paid for period December 12, 2017 to January 8, 2018. Motion carried with all present voting aye.

Old Business:

Fossil Heights Update-Mayor: Mayor Carol MacInnes lots are selling, titles are clear and reported the sale of lots makes it possible to almost retire one loan.

Planning Commission Update-Julie Knox: No update

Dog Registration Update-Julie Knox: Commissioner Julie Knox reported she is working on the system to track dog registrations. Currently residents have until the first of February to register dogs and provide proof of rabies and parvo vaccinations. Julie Knox will give another update in February.

Heritage Trail Update-Mary Mountain: Commissioner Mary Mountain reported the city has received information from ODOT about another open house. It was decided to do a flyer that will be mailed with the month end utility billings. The construction bid has been awarded. The project will start around first of March and finished by July 1, 2018. Small impact on town and some of the streets will be closed for a short while. Bill Potter has a list of barrels and benches that need to be moved and when this will happen. Jan Schott asked about the distance of the trail and Bill Potter gave details. Additional information will be added to a flyer regarding homeowners concrete pours and repairs. The cost of these repairs will be the responsibility of the homeowners.

City Decorating Contest Winners: It was reported the winner of the business category was the Hyatt House and the residential winner was Howard Thompson. Mary Mountain was very pleased with the turn out of the residents. Ideas were discussed for next year and possibly more winners.

ODOT Mutual Aid Agreement-Bill Potter: Everyone has read agreement. Moved by Mary Mountain, seconded by Julie Knox to approve the ODOT Mutual Aid Agreement as presented. Motion carried with all present voting aye.

City Website Update-Jeanne Burch: Council meeting minutes have been added to website.

Contract with Oster Update-Mayor: Carol MacInnes reported Oster not interested in contracting monthly. Moved by Melanie Sperry, seconded by Julie Knox not to contract monthly with Oster. Motion carried with all voting aye.

Contract with Jayhawk Update-Mayor: Carol MacInnes reported that the City of Fossil will not be contracting with Jayhawk to handle the monthly utility billings. Moved by Melanie, seconded by Mary Mountain to not contract monthly utility billings to Jayhawk. Motion carried with all present voting aye.

New Business:

Fossil Heights: Approved full offer from Jeff and Sandi McMorran on lot #229. Moved by Julie Knox, seconded by Mary Mountain to approved full offer from Jeff and Sandy McMorran on lot #229. Julie Knox visited with Jeff McMorran, who asked who would be maintaining streets that are not finished. Bill Potter stated that the responsibility is the homeowners. Motion carried with all present voting aye.

Wheeler County Fairboard-Jan Schott: Fairboard was asking for the city to post the following signs on little league field, No Camping, No Horses. Discussion of little league fencing. Discussion of banners for the County Fair who and where they can be hung. Referred to Columbia Basin. Other questions were referred to Blue Grass Committee. Carol MacInnes stated that the Wheeler County Fairboard made a donation to the City Ambulance and it was very much appreciated!

City Office Laptop/Supplies: Council discussed the purchase of an office laptop with accessories for the city recorder and a new computer tower for the city office. Jerry Beckham to advise on the purchase of equipment. Council came to the consensus to purchase said equipment.

Matters of Record: For the calendar year 2018 were established as follows:

Newspapers: The Times Journal and Wheeler County News

Banking: Bank of Eastern Oregon and Local Government Investment Pool

Attorney of Record: Paul Sumner

Engineer of Record: Anderson and Perry

Fossil Fire Department: Fire Chief Bill Potter

Council President and Streets: Mary Mountain

Sewer: Jerry Beckham

Water: Julie Knox

Parks and Ambulance: Melanie Sperry

Bank Account Signatures/Resolution: Resolution No. 416 establishing signatures on City of Fossil bank accounts read. Moved by Julie Knox, seconded by Melanie Sperry to approve resolution No. 416 as read. Motion carried with all present voting aye.

Staff Reports:

City Recorder: Jeanne Burch and Teresa Aldrich reported they are working on new hire training.

Public Works: Bill Potter reported he is still working on Wastewater Feasibility. Also a pickup that was donated several years ago, will now be used as a City maintenance truck. A dump truck trailer is being purchased.

Mayor and Council Reports: Julie Knox reported Library Board met today, going to get a bid on replacement computer equipment along with high speed internet from RTG. Mayor reported that the American flag has been replaced in the park. A council work session will be held to go over employee handbook, February 5, 2018 at 3:30 City Hall.

Community Concerns and Issues: None

Meeting adjourned 8:07 pm.

Next City Council Meeting February 13, 2018.