

FOSSIL CITY COUNCIL  
MEETING MINUTES  
JEANNE E. BURCH BUILDING  
MARCH 13, 2018

Mayor MacInnes called the meeting to order at 7:00 pm

Council present: Carol MacInnes, Jerry Beckham, Julie Knox and Melanie Sperry

Staff present: Bill Potter and Teresa Aldrich

Community Present: Steve Bray and Cathy Goldsmith

Councilor Knox moved to approve the agenda. Councilor Sperry seconded the motion. Motion carried by unanimous vote.

Councilor Knox moved to approve the minutes from the February 13, 2018 council meeting. Councilor Sperry seconded the motion. Motion carried by unanimous vote.

Councilor Beckham moved to approve the February 12 to March 13, 2018 bills as presented. Councilor Sperry seconded the motion. Motion carried by unanimous vote.

#### CORRESPONDENCE

##### Museum

Mayor MacInnes read a letter from Marilyn Garcia with details from 2017 activity, visitors, income and expenses. Visitors increased last year, primarily from the Eclipse weekend. The 21 volunteers worked a total of 1475 hours. The following board members have agreed to serve for 2018: Cistie Shaffer, Darlene Alexander, Darlene Hopper, Patricia Hyatt, Suzanne McClure, Linda Dunn and Marilyn Garcia. Roy Carlson continues to provide maintenance and Cistie Shaffer, Melissa Bowerman, Pat Hyatt and Marilyn Garcia are busy working on the re-labeling project. Sharyl Parrott and Linda Dunn are preparing to paint a new outdoor sign for the museum and a small directional sign in the city pocket park.

#### OLD BUSINESS

##### Fossil Heights

Mayor MacInnes stated that the lots are almost all sold

## Planning Commission

Councilor Knox reported that one of the planning commissioners had resigned and the planning commission is currently seeking to fill one position.

## Dog Registration

Council Knox reported she is still working on the best process.

## Heritage Trail

Mayor MacInnes reported that the project has begun.

## Shurtz Sewer

Bill Potter reported he is in the process of buying sewer pipes and fittings. He is still researching the best way to approach the man-hole lid. Bill Potter also reported that last week he cleaned the sewer lines.

## Anderson Perry

Bill Potter presented the Agreement of Engineering Services from Anderson Perry for the Aquifer Storage and Recovery Assessment to the council for approval. Councilor Sperry moved to accept the agreement. Councilor Knox seconded the motion. Motion carried by unanimous vote.

## NEW BUSINESS

### Planning Commission

Bill Potter presented the planning commission's decision to approve the re-zoning of the Tiernan property, described as tax lot 1601 in section 33CB, T.6S, R21E on Wheeler County Assessors Maps. The property was zoned as C-1 commercial the decision to rezone will convert the property to R-2 residential.

Mayor MacInnes read Ordinance No. 443 Amending the City of Fossil Comprehensive Plan/Zoning Map. Councilor Sperry moved to accept Ordinance No. 443. Councilor Knox seconded the motion. Motion carried by unanimous vote.

## Library

Cathy Goldsmith reported with excitement that the library had received six boxes of new books and audio books. The books were sent thanks to Senator Wyden and the Library of Congress. Cathy expressed much appreciation to Senator Wyden and Kathleen Cathey from the Senators office for the generous donation. Cathy stated she will present Senator Wyden with a thank you letter at the scheduled town hall meeting on April 2. The library staff has been working with Mrs. Carter at the schools which has increased patrons by 3.3 per month.

## Fossil Heights Lot Offers

Mayor MacInnes presented two offers, one from Mr. and Mrs. Strawn and one from Mr. and Mrs. Goe.

Offer from the Strawn's for lots 8, 9, 10, 11 and 18 was read by Mayor MacInnes. Councilor Sperry moved to accept the offer. Councilor Beckham seconded the motion. Motion carried by unanimous vote.

Offer from the Goe's for lot 1 was read by Mayor MacInnes. Councilor Knox moved to accept the offer with contingency. Councilor Sperry seconded the motion. Motion carried by unanimous vote.

## STAFF REPORTS

### City Recorder

Teresa Aldrich reported that she attended two trainings last month. The annual CIS conference and State of Oregon Budget Law training. Both the conference and the training was very helpful and contacts were made. Teresa reported she is working on the daily challenges of a new job.

### Public Works

Bill Potter reported that Teresa has completed the SAM registrations for both the City and Fire Department. He also reported that the Consumer Confidence Report is now available on the city website. Bill Potter reported that the public restrooms will be open April 16, 2018. Just a reminder to the council that Bill will be gone April 2 through the 5<sup>th</sup> attending classes in Ontario. Bill requested some help getting water samples to Prineville on April 9 or 10. Councilor Knox said she or Mr. Lyon will take the samples. Bill Potter reported that Councilor Mountain brought in a calendar board to be posted in City Hall. Mayor MacInnes expressed that the council does not need to know the daily duties of Bill Potter, but would rather have a project board in place of the calendar. Then at a glance the council can see what the current projects and the approximate completion date.

Councilor Knox and Beckham nothing at this time.

Councilor Sperry stated we need to get the job advertisement together for the summer Parks Maintenance position as soon as possible. Council Sperry wanted to thank Mayor MacInnes for coming to the grade school on Dr. Seuss' birthday to read to the students.

Mayor MacInnes reported that the work session for the city job descriptions and employee handbook went well. The council is still working and no decisions have been made. The Mayor also reported she is working with the Sheriff's office on the possibility of renewing the contract for the Ordinance officer. Mayor MacInnes asked for clarification from Bill Potter on the possibility of the additional concrete for residence being completed. Bill Potter reported that ODOT and Thompson Brothers will discuss later in the Heritage Trail project. Mayor MacInnes offered a public apology to Councilor Knox for not receiving information on the picture at City Hall for the kick off of the Heritage Trail construction project.

Meeting adjourned at 8:13 pm

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

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Carol E MacInnes, Mayor

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Teresa Aldrich, City Recorder