

# **CITY OF FOSSIL COUNCIL MEETING**

## **MINUTES**

**OCTOBER 10, 2017**

The regular meeting of the City of Fossil Common Council called to order by Mayor Carol E. 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, Melanie Sperry, Jerry Beckham and Julie Knox.

Also Present: Shirley Hicks, Sharon Ramsey, Brenda Potter, Marsha Holly and Jeanne Burch.

Pledge of Allegiance recited by all present.

Approval/amendments to Agenda: There were no amendments to agenda. Moved by Mary Mountain, seconded by Julie Knox to approve agenda as presented. Motion carried with all present voting aye.

Minutes: Moved by Melanie Sperry, seconded by Jerry Beckham to approve September 12, 2017, Council Meeting Minutes as presented. Motion carried with all present voting aye.

Moved by Melanie Sperry, seconded by Mary Mountain to approve September 12, 2017, Work Session Minutes. Motion carried with all present voting aye.

Approval of Bills Paid: Moved by Melanie Sperry, seconded by Mary Mountain to approve the bills paid for period September 11, 2017, to October 9, 2017. Motion carried with all present voting aye.

Correspondence: None

Old Business:

Logo: Carol MacInnes will be working on the new city logo and reopening the design contest. Carol reported she has samples of other cities logos and the deadline for completion of the logo will be January or February 2018.

Heritage Trail: Mary Mountain reported that October 9, 2017, was the final review of the trail design and funding. Mary also reported that ODOT would be requesting city portion of the money for the project soon. ODOT hopes to start the project in early March 2018, weather permitting, and will have finished before July 4, 2018.

Fossil Heights: Carol MacInnes and Mary Mountain received a telephone call from Attorney Paul Sumner just before this meeting. Mr. Sumner conveyed to them that the attorney in charge of the Fossil Heights title problem felt that his clients would be willing to accept a

\$1,000.00 buy out to clear the liens on titles. Mary Mountain and Carol MacInnes both felt that this was worth following through with as it will save substantial legal fees. Moved by Mary Mountain, seconded by Melanie Sperry to contact Attorney Paul Sumner and authorize him to offer a buyout of the lien on the Fossil Heights property for \$1,000.00. Motion carried with all present voting aye.

Carol MacInnes reported that the lot contract offers for Fossil Heights had expired. Lydia Deane has requested an extension. Wade and Larry Brown notified the real estate broker they would consider requesting an extension if the City would pay the systems development charges. Moved by Melanie Sperry, seconded by Mary Mountain to accept the extension of Lydia Deane. Motion carried with all present voting aye. There has been no formal paperwork received from Wade and Larry Brown, so the consensus of Council was to contact the real estate broker and have her tell them that the City will not deduct the systems development charge.

Planning Commission Update: Julie Knox reported that the planning commission has not met yet as a convenient date for all members has not been available. Mayor MacInnes stated that Councilor Knox and Public Works Superintendent Potter would be advisory to this group so as not to present a conflict of interest.

Library Aide and Library Annual Report: Julie Knox presented the yearly library report for the council information. Julie Knox also stated that the library is being run by volunteers. Regarding the library aid position, Mayor MacInnes feels that we should hire a part-time position that is within the budget. Moved by Melanie Sperry, seconded by Mary Mountain to not transfer additional funds into library aid position at this time. Motion carried with all present voting aye.

City Recorder-Clerk Replacement: Mayor MacInnes announced it is time to consider the replacement for the City Recorder position. Option 1 is to reopen the position as it is now. Option 2 is to outsource some of the duties of City Recorder and cut back on the duties of the position. Moved by Mary Mountain, seconded by Julie Knox to reopen the posting for City Recorder. Motion carried with all present voting aye.

New Business:

Advantage/Jayhawk Software Quote and Software Lease Renewal. Moved by Melanie Sperry, seconded by Mary Mountain to renew the Advantage/Jayhawk Software Lease Agreement for \$1,409.00 for the calendar year 2018. Motion carried with all present voting aye.

Fossil Museum: Mayor MacInnes read the annual report for the Fossil Museum submitted by Marilyn Garcia. The museum had a very good year, and the Council was appreciative of the volunteers who put in numerous hours at this facility. Mary Mountain, a museum volunteer, reported that during the eclipse, more visitors were in the museum than several summers.

USDA Questionnaire: A USDA Rural Development Auditor had recently visited the City and left questionnaires for the Council to fill out. These were handed out, filled out by the Councilors and will be mailed to USDA Rural Development at once.

LiquiVision Contact: Public Works Superintendent Bill Potter left a contract to be signed for cleaning the water tanks by LiquiVision. Bill presented a written report detailing what this contract will do and the need to clean and possibly repair the tanks. Moved by Mary Mountain, seconded by Melanie Sperry to approve the LiquiVision Tank Cleaning Contract for \$3,350.00. Motion carried with all present voting aye.

On-Call Backup for Public Works Department: Mayor MacInnes requested that the council consider an on-call backup for when the Public Works Superintendent is not here. Mayor MacInnes cited a recent situation where a sewer line needed immediate attention. It was the consensus of the council to approve this backup person.

Staff Reports:

City Recorder: Jeanne Burch, Interim City Recorder, discussed her departure date from this temporary fill-in position. Jeanne's last day will be December 28, 2017. Jeanne stated that if a new employee is hired, she would have some time to help them with the processes she has learned.

Public Works: Public Works Superintendent Bill Potter is on vacation and submitted a written report to be read by Interim City Recorder. The report was as follow:

1. City Bathrooms will be winterized and locked as of October 16.
2. Thank you to volunteers who raised over \$1,500.00 with the yard sale for the benefit of the Fossil Volunteer Fire Department.
3. Thank you to the OYCC Crew and leader Jon Bowerman for their help this summer. The crew built and stained fences and painted buildings for the City of Fossil.
4. Burn Ban lifted October 3, 2017.

Mayor MacInnes also reminded Council that we need to increase the hours for summer help.

Mayor and Council Reports:

Melanie Sperry expressed concern about a container parked in the right of way on A Street. Council agreed this needs to be moved right away as it creates a traffic hazard.

Jerry Beckham: No pie at his house.

Carol MacInnes has purchased an eclipse shirt to send to Mary Fitch of Washington DC who wrote the City a letter about the wonderful time she had in Fossil during an eclipse.

Carol MacInnes: Fossil Volunteer Ambulance is considering buying either AirLife/AirLink Memberships or Tri-County Ambulance Memberships for residents that do not have them and cannot afford the cost. Still in the planning stage.

Community Concerns and Issues:

Marsha Holly commented that the lights in the downtown area do look good but is happy that the residential areas still allow for enjoying the nighttime sky.

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

Next Fossil City Council Meeting will be November 14, 2017.

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

\_\_\_\_\_

CAROL E. MACINNES, MAYOR

\_\_\_\_\_

JEANNE E. BURCH, INTERIM CITY RECORDER

