

FOSSIL CITY COUNCIL
MEETING MINUTES
JEANNE E. BURCH BUILDING
January 8, 2019

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

Council Present: Jerry Beckham, Julie Knox-Lyon, Melanie Sperry, Cindy Burlingame
Staff Present: Bill Potter, Teresa Aldrich

Community Present: Marsha Holly, Anne Mitchell, Bill Gubser, Roy Carlson, Thomas Wolff

Swearing in of Mayor and city council members – City recorder read the oath of office to Council President Sperry and she repeated the oath. Council President Sperry then read the oath of office to Mayor MacInnes and Councilor Beckham who repeated the oath.

Councilor Knox-Lyon moved to approve the agenda as amended adding appointing council positions under new business. Council President Sperry seconded the motion. Motion carried by unanimous vote.

Councilor Knox-Lyon moved to approve the minutes from the December 11, 2018 council meeting. Council President Sperry seconded the motion. Motion carried by unanimous vote.

Councilor Beckham moved to approve the December 12 to January 8, 2019 bills as presented. Council President Sperry seconded the motion. Motion carried by unanimous vote.

CORRESPONDENCE

Letter from Grant County Sheriff

Council President Sperry read a letter from Grant County Sheriff Glenn Palmer thanking Carol MacInnes for participating and helping facilitate a critical stress debriefing held in John Day on December 11, 2018.

OLD BUSINESS

Anderson Perry

Bill Potter gave an update on the application process for the WWFP. Brad will have it ready by tomorrow morning for Bill to approve so we can move forward and submit to Business Oregon.

City Property

Mayor MacInnes reported that the survey is scheduled for February 1. The Mayor is working on a packet to present to the council with the intergovernmental agreement she and Paul Sumner have been working on. The plan is to fix up the baseball field and not take away the use of the property to anyone, just the process on which the property is reserved will be changed. The city will be handling the reservations for the arena and camping. The Mayor asked for the councils blessing to speak to the

county court in February, requesting the county puts back up the fencing. The fencing was purchased with grant dollars in the early 80's and has since been removed by the fair board. There was a discussion who how much of the chain link fence is left, where, parts and pieces.

Frontier Telenet

The Mayor reported Mike Smith is no longer with Frontier Telenet. Teresa reported that in early December an installer from Day Wireless came by and moved the equipment and hooked up city hall to Frontier Telenet. Teresa also reported that she had confirmed this with Mike Smith and the Day Wireless office.

Ordinance Enforcement – On Hold

RDI - Anne Mitchell

Anne reported that as of the end of December she is no longer working full time for RDI. Currently Anne is cross training Jonelle McCoy to take the lead on the First Impressions project in Fossil. Anne will be serving as the local coordinator for the project in Fossil. Anne said she will have much more to report on in February.

Christmas Lighting Contest Results

Businesses-1st place Hyatt House, 2nd place Bank of Eastern Oregon, 3rd place KC's Country Value
Residential-1st place Matt Camargo, 2nd place Trevor Humphreys, 3rd place Carla and Tony Hornbrook
People's Choice-Trevor Humphreys

The Mayor and Council expressed how pleased they were with all the residents and businesses who participated. The Mayor said that next year we should have some rules and perhaps a sign up at city hall if you want to be judged. Rules may be something like you can only win once every three years, we want to encourage participation not discourage people.

Discussion/Action vacating B Street

The Mayor explained she put this on the agenda because she had been contacted by Jimmy Wimer who has requested the street be vacated. The Mayor asked the council to vote on vacating B Street. There was a discussion and clarification on past requests to vacate. Bill said he would contact Dan Meader and find out the correct procedure to vacate the street. Council President Sperry made a motion to proceed with vacating of B street after clarification with Dan Meader. Councilor Beckham seconded the motion. Motion carried by unanimous vote.

NEW BUSINESS

Columbia Basin Electric

Tom Wolff and Roy Carlson, Director for Fossil Zone were present at the meeting to give an update on the Columbia Basin fiber initiative. The goal of the presentation is to inform the council of the intentions and plans to bring highspeed broadband to Fossil and some outside areas. A handout was given to all present outlining project. Tom Wolff then went over the information outlined in the handout (copy on

file at city hall). A decision has been made to start the process in the Fossil area, beginning in the spring. The handout also included information on the new subsidiary of Columbia Basin Electric Cooperative, Inc., Columbia Fiber, LLC. In conclusion we were reminded that the only thing constant is change. What we have called rural Oregon is now being called Frontier Oregon. Tom explained that they are hoping to have this service available in 6 months and the estimated cost at this time would be \$69.95 per month. With this service the city will also be able to receive franchise fees just like it does for the power. Council President asked how people would sign up for this highspeed broadband. Tom answered that there will be a marketing campaign when the service is ready with information for the consumers.

Approve 2017-18 Audit

The Mayor and council were presented the audit from Solutions, CPA for review. Overall, it was a good audit with the exception of two deficiencies, segregation of duties and financial statement preparation. The Mayor reported she has scheduled a meeting with Amy Walker from Solutions, CPA to discuss options to correct the deficiencies. Councilor President Sperry moved to approve the audit. Councilor Knox-Lyon seconded the motion. Motion carried by unanimous vote.

Paleo Board Member

The Mayor reported that she been in contact with Ross Rushman, Paleo board member about the possibility of having a council member on the Paleo Board. Historically a member of the council has been of the board and the Mayor asked if anyone was interested.

City Flow Chart

Council President Sperry explained that during an employee evaluation a question arose. What is the chain of command if the city recorder has a request or issue? What is the proper procedure? The Mayor said there is a flow chart at city hall. Teresa reported she looked in the employee handbook and did not find a flow chart. Mayor stated that the flow chart states Mayor, then council. The council then discussed the workshops and conferences the city recorder could attend. It was agreed that the city recorder should be selective in their choices. Mayor MacInnes noted that it is the job of the council to be frugal with the tax payer dollar. Councilor Burlingame and Knox-Lyon suggested that the city recorder be able to pick the workshops that she needs to better preform the job.

Appointment of Council Positions

Mayor MacInnes asked for nomination for Council President. Councilor Beckham nominated Melanie Sperry, Councilor Knox-Lyon seconded. Motion carried. The Mayor asked for a motion for the council to retain their current positions. Councilor Beckham made the motion, Council President Sperry seconded the motion. Councilor Beckham-sewer, Councilor Sperry-parks and ambulance, Councilor Knox-Lyon-water and library, Councilor Burlingame-streets and planning.

REPORTS

Councilor Knox-Lyon: Water, library no update

Council President Sperry: Parks no update. Ambulance-reported that the ambulance board has met on Monday and will meet quarterly moving forward. Members of the ambulance board include Bill

MacInnes, Sr., Bill Gubser, Jeanne Burch, Cistie Shafer and newly appointed coordinator Susan Moore. The city will be entering into an agreement with a new medical director Dr. Boss. A draft agreement will be sent to city attorney Paul Sumner for approval. Jefferson County EMS will continue to do the billing for the ambulance. The board discussed that after 180 days of nonpayment the account will be turned over to collections. The board also discussed training to be held in the spring and trying to recruit new volunteers. Councilor Burlingame asked who is currently on the ambulance, Bill Potter and Susan Moore. There will be a retirement thank you gathering for Mike Craig and Carol MacInnes on January 27 at the Isobel Edwards Hall. Mike Craig had volunteered for the ambulance for 16 years and Carol MacInnes for 21 year. Their service has been a blessing to the community.

Councilor Beckham: Sewer no update

Councilor Burlingame: Streets, Planning Commission no updates

Mayor MacInnes: The Mayor started a discussion on the upcoming budget year, its time to get wish lists items for Bill. She also asked if there was a full budget committee and to check with current members.

City Recorder: Reported that she completed a webinar hosted by the IRS and SSI, it was very helpful and worth the time. It was reported that the year end tax filing and forms are being completed. Teresa requested permission to attend seminars in February. Oregon Local Budget Training, February 6 in The Dalles and CIS Annual Conference February 27, 28 and March 1 in Salem. After much discussion both were approved.

Public Works: It was reported that Brad had been working in the waste water reimbursement process with Bill and they are ready to submit for reimbursement. Brad would like to perform a 24-hour pump test on well #3. Bill suggested to Brad that the test should be performed when usage is low. Bill reported that there were three high alarms emergencies at the lift station within 24 hours last month. Bill has also competed a residential sewer repair this week. Bill's annual conference is the first week of April. In his absence he will find someone to cover.

COMMUNITY ISSUES AND CONCERNS: Bill Gubser stated that he agreed with council that if the fairboard/county tore the fence down on the baseball field they should put it back at their expense. Bill also reported that the field is not playable from all the traffic. There are still some kids that try and play on the field, but its dangerous. He would like to see it continue as a baseball field but for some reason if the field is not restored, he said we should contact Jane Campbell or Tom Steiwer to ask them their wishes for the field. The Mayor reported the city will use the funds collected from camping to restore and maintain the field. The Mayor said she believes that if it is restored people will come!

ADJOURNED 8:27 pm

Approved: _____

Carol E. MacInnes, Mayor

Teresa Aldrich, City Recorder

