

FOSSIL CITY COUNCIL
MEETING MINUTES
JEANNE E. BURCH BUILDING
February 12, 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, Tami Stockton, Teri Hunt, Brenda Snow-Potter

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

Council President Sperry moved to approve the minutes from the January 8, 2019 council meeting. Councilor Burlingame seconded the motion. Motion carried by unanimous vote.

Mayor MacInnes explained that the special meeting that was held Monday, February 11, 2019 was to approve the medical agreement with Dr. Boss. Those minutes are not available at this meeting and will be presented at the next council meeting for approval.

Councilor Beckham moved to approve the January 8, 2019 to February 12, 2019 bills as presented. Councilor Knox-Lyon seconded the motion. Motion carried by unanimous vote.

CORRESPONDENCE

Letter from Fossil Museum

Mayor MacInnes read a letter from the Fossil Museum with a summary of work and the financial statement for the previous year. The 24 volunteers worked a total of 2,150 hours and there were 981 registered visitors, that signed the guest book. With assistance from a grant from the Oregon Community Foundation and Wheeler County Cultural and Heritage Coalition the museum was able to purchase a new sign for outside and continue on the re-labeling project as well as preserving over 1,300 historical photos. The goal for the 2019 year is to complete the labeling project and move on to the Pine Creek School and sheep herders' wagon. Roy Carlson continues to assist with all repairs and internal building projects. The museum expresses many thanks to all their volunteers and the support from the Fossil City Council.

OLD BUSINESS

Anderson Perry

Bill Potter presented an application to the council from Business Oregon (filled out by Anderson Perry) for the Mayors signature. In a previous meeting council had already agreed to move forward, so the Mayor will sign the application and Bill Potter will return the signed application to Anderson Perry.

City Property

Mayor MacInnes reported that survey is not complete. Mayor and Council President Sperry have been in contact with Paul Sumner and the intergovernmental agreement is almost complete. Next meeting the Mayor will hopefully have the packets ready to present to council. Mayor MacInnes reported that she had received a phone call from Jane Steiwer Campbell on Sunday. Jane explained to the Mayor that she had received a call from the Wheeler County Fair board regarding the property. Jane told the Mayor she wanted to go on record that she is in full support what the city is trying to do with the property and the family does not want to be involved. The Mayor reported that the family does not want the property back. Jane also said she was willing to come to a council meeting and state this, but the Mayor said that was not necessary. The Mayor also reported that a previous fair board has dropped a pump owned by the city down the well.

Frontier Telenet – Columbia Basin Fiber

The Mayor reported that she had been told by Wheeler County Judge Morley that the city hall internet was not actually changed over to Frontier Telenet by Day Wireless. When Day Wireless came by city hall all they did was adjust the antenna to give a better direct line of sight, using the equipment provided by RTG. This is a contradiction from what Teresa learned speaking directly to Day Wireless. The council asked Teresa to verify. At this time city hall has not discontinued internet service from RTG. Council expressed hope with the possibility of Columbia Basin Fiber being available within the next 6 months.

Ordinance Enforcement – Tabled

The Mayor did express concern of more and more cars up on blocks and blocking the city right ways, etc. She has been in contact with the sheriff to hopefully get some of the cars tagged so we can call the tow company and clean up the streets.

RDI - Anne Mitchell

The Mayor started a discussion on if the city has been contacted by RDI to move forward with the first impressions program. Teresa reported that she has not been contacted by anyone from RDI. Council Knox-Lyon reported that Anne Mitchell had spoke to her about being on the local committee. Council decided it would be wonderful if Councilor Knox-Lyon would be on the committee. Councilor Knox-Lyon will be in contact with Anne to get an update.

Discussion/Action vacating B Street

The Mayor started a discussion on the action of vacating B Street. Bill Potter reported that he had been in contact with Dan Meader and we have hit a snag. Bill reported that Dan Meader said that you cannot vacate the street the way it is, because it will land lock lots. The city cannot legally land lock lots that are legally platted, according to state law. The Mayor asked if it is possible to vacate a portion of B street. Bill Potter will do some more research and report back to the council.

Economic Development – Tami Stockton

Tami Stockton was present to give an update on the last meeting held January 31, 2019 (copies on file at city hall). Maps of the buildable land inventory are complete for the city. Tami explained to the council that the committee is planning 3 different public meetings one in each community. The public meeting in Fossil will be held Monday, March 11 from 6-8 pm at the Jeanne Burch Building. Councilor Knox_lyon stated that she would not be able to attend the meeting due to a conflict. The committee requested that the city help advertise and host the meeting. There was discussion on what the outcome will be on the program. It is a study of what building lands are available for economic development. This study is the first step in perhaps getting an updated comprehensive plan.

Paleo Building

Mayor MacInnes reported that Ross from the Paleo board had contacted her again requesting someone from council be on the board. The Mayor also said that she put Ross in contact with Cistie Shaffer, because he is very interested in the historical photos the museum is working on.

Solutions CPA's – Segregation of Duties

Mayor MacInnes reported that in the audit one of the items of concern was segregation of duties. The council members were given a segregation of duties letter from Solutions CPA's for review. The Mayor would like to schedule a work session to brainstorm to hopefully get a few of the duties off the list of concerns. Council decided the work session will be held on Thursday, February 21, 2019 at 5:30 pm at city hall.

Communication Channels

Mayor MacInnes reiterated the decision of council on the channels of communication. For instance, city recorder will send an email to the mayor and council members with questions, requests and/or concerns. The Mayor will then respond to everyone her decision. This way the council will stay informed about the happenings and this will help streamline the communication. As a part of the discussion, the superintendents of different parts of the city and public works will communicate and keep everyone informed on current and on going projects.

NEW BUSINESS

Mid-Co Diving Services

Bill Potter presented a bid from Mid-Co Diving services to the council for review. Well #3 needs to be cleaned and we need to get on their schedule. Council reviewed the bid and had some questions on pricing if they find unexpected debris/maintenance issues etc. Council decided they need more pricing information for the unexpected fees. Bill Potter will contact Mid-Co Diving for clarification and email the council the information. The Mayor suggested that after they receive the additional information, perhaps the council can make a decision by poll.

Solutions CPA's

The mayor presented a contract for the audit for the July 1, 2018 through June 30, 2019 fiscal year. Mayor MacInnes asked for any discussion of the contract. Solutions CPA's have been performing the city audits for a number of years and the council decided to continue to use their services. Council President Sperry moved to approve the service contract. Councilor Beckham seconded the motion. Motion carried by unanimous vote.

Appoint Budget Officer – Fiscal Year 2019-20

Council President Sperry nominated Teresa Aldrich as budget officer for the 2019-20 fiscal year. Councilor Knox-Lyon seconded the motion. Motion carried by unanimous vote.

Appoint Budget Committee

Mayor MacInnes read a list of budget committee members. Tom McNeill, Joe McNeill, Sally Potter, Marilyn Garcia and Jeanne Burch. Councilor Burlingame moved to approve the budget committee members. Councilor Knox-Lyon seconded the motion. Motion carried by unanimous vote.

Proposed Budget Calendar

The Mayor presented the proposed budget calendar. Councilor Knox-Lyon moved to accept the proposed budget calendar. Council President Sperry seconded the motion. Motion carried by unanimous vote.

Matters of Record

Mayor MacInnes read the matters of record:

Newspapers: The Times Journal and Wheeler County News
Banking: Bank of Eastern Oregon and Local Government Investment Pool
Attorney: Paul Sumner
Engineer: Anderson and Perry

Council President Sperry moved to accept the matters of record. Councilor Burlingame seconded the motion. Motion carried by unanimous vote.

Resolution No. 423

Mayor MacInnes read Resolution No. 423 extending workers comp coverage for volunteers. Councilor Knox-Lyon moved to approve Resolution No. 423 extending workers comp coverage for volunteers. Council President Sperry seconded the motion. Motion carried by unanimous vote.

Discussion/Possible Action National Parks System

Mayor MacInnes explained to the council that city hall had been contacted by an organization encouraging cities to pass an ordinance in support for the national parks system (information of file at city hall). After a short discussion council decided in support of the ordinance. Mayor MacInnes read a prepared ordinance into record. Council President Sperry moved to approve the national parks system ordinance. Councilor Burlingame seconded the motion. Motion carried by unanimous vote.

Condon Chamber

Mayor MacInnes started a conversation about the city becoming a member of the Condon Chamber of Commerce. After a short discussion council decided the benefits of joining the chamber would benefit Fossil. Councilor Knox-Lyon moved for the city to become a member of the Condon Chamber. Councilor Burlingame seconded the motion. Motion carried by unanimous vote. Council asked Teresa to follow through with the membership.

REPORTS

Councilor Knox-Lyon: Water no updates. Library board will be meeting tomorrow.

Council President Sperry: Parks no update. Ambulance-the retirement party for Carol and Mike was well attended. When Teresa was paying the bills, she noticed that The Merc had donated the ham for the party and credited the account. Many thanks for The Merc for their continued donations to the community.

Councilor Beckham: Sewer no update

Councilor Burlingame: Streets, Planning Commission no updates

Mayor MacInnes: No updates

City Recorder: Teresa reported that she had a busy January with the year end tax filings, issuing the 1099 and W-2's. She also attended the Oregon Local Budget Law class in the Dalles on February 6. She is currently working on completing the SAM registrations for the city and fire department. She will be out of the office to attend the CIS Annual conference February 27 through March 1.

Public Works: Bill reported that one sewer service was repaired last month. Also, the application process for the waster water funding prompted a DEQ inspection. He has been working with Anderson Perry on the correct type of back up generator to purchase. The grader and back hoe have had some repairs completed by Tom Burlingame. He thanked the council for the approval of the snow blower, with the recent weather it worked beautifully! Mayor MacInnes asked Bill about getting together his wish list for the upcoming budget year.

COMMUNITY ISSUES AND CONCERNS: Marsha Holly wants to acknowledge Bill Potter and Matt Mortimore for their hard work on clearing the local sidewalks and streets.

ADJOURNED 8:03 pm

Approved: _____

Carol E. MacInnes, Mayor

Teresa Aldrich, City Recorder