

FOSSIL CITY COUNCIL  
MEETING MINUTES  
WHEELER HIGH SCHOOL  
May 16, 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: Brad Baird, Anne Mitchell, Carmen Oaks, Debbi Bunch

Approve/Amendments to Agenda, Mayor MacInnes requested that the city property work session, Vacation of B Street (Wimer property) and segregation of duties be discussed under old business. Councilor Knox-Lyon moved to approve the agenda with additions. Council President Sperry seconded the motion. Motion carried by unanimous vote.

Council President Sperry moved to approve the minutes from the April 9, 2019 council meeting. Councilor Burlingame seconded the motion. Motion carried by unanimous vote.

Councilor President Sperry moved to approve the April 10, 2019 to May 15, 2019 bills as presented. Councilor Knox-Lyon seconded the motion. Motion carried by unanimous vote.

CORRESPONDENCE none

#### OLD BUSINESS

Anderson Perry

Brad Baird was present to give an update on the wastewater system and pump test. The 4-hour pump test on well 3 has been completed. Data has been gathered and will be presented at a later date so the city can move forward with the ASR funding. Brad reported that the water rates are at the threshold and are looking good to pursue funding. Brad is hoping to start the funding process in 2-3 months.

Brad reported that the wastewater project meeting is scheduled for June 21 in Salem. At this time Brad and Bill will be present to present to the funding to the board. The purpose of this meeting is to justify the cost and grants. Brad reported that Bill had suggested we start the lift station as soon as this fall, in hopes of completion before the next run off and possible overflow, like we have experienced this year. Partial funding is available to begin this process. There was then a discussion on the possibility of a fine from DEQ regarding the overflow. But Brad explained that since we are in the process of upgrading our wastewater system, they may show some leniency.

#### City Property-Work Session

Mayor MacInnes reported that ABC Fencing had been out to bid the fence but we have not heard anything back. Teresa reported that she had called ABC Fencing and left a message about the bid. At this time, we are still waiting to hear back. The Mayor reported that Councilor Burlingame will help

facilitate the camping during the Bluegrass Festival and Fair and Rodeo, for both the city and the fair board. The Mayor reported that during the work session the majority was to not rush into giving the property away. Councilor Knox-Lyon added that she is glad the city is waiting to make a decision until after the fair and rodeo. That we should concentrate on the positive, moving forward with the fair and rodeo. She added that a decision should be made when things have calmed down. Council President Sperry added that nothing has changed with how the property is being used. The fair board can continue to use the property just as they have in the past. Councilor Burlingame reported she had a call into the portable bathroom company for a quote. Anne Mitchell added that the Bluegrass committee had offered more portable bathrooms in the past and is offering them this year as well. There will be no cost to the city for the additional portable restrooms, the Bluegrass committee will pay. The discussion led to you cannot have too many portable restrooms. Anne and Cindy will work together on the issue.

#### RDI

Anne Mitchell was on hand to give an update on the First Impressions program. The Community Action Planning committee is scheduled for Tuesday, May 21 at Cross Rifle BBQ. Dinner will be served at 5:15, the meeting will begin at 5:45 pm. Flyers have been placed around town and person invitations have been given to businesses in the community. The local committee consists of Anne Mitchell, Julie Knox-Lyon, Jen Homer and Alex Logan.

#### Segregation of Duties

The Mayor reported that she and Teresa will get together soon.

#### Vacate of B Street

The Mayor reported that she will write a letter to Jimmy Wimer following up on his request for the vacation of B Street.

#### NEW BUSINESS

##### Ordinance No. 444 - Vacating of Jefferson Street between 7<sup>th</sup> and 8<sup>th</sup> Street

The public postings and meetings have been completed and Mayor MacInnes read Ordinance No. 444 into record. Council President Sperry moved to approve Ordinance No. 444, Councilor Knox-Lyon seconded the motion. Motion carried by unanimous vote.

#### Small City Allotment Agreement

Teresa presented the 2019 Small City Allotment agreement to be signed by the Mayor and a council member. This agreement grants \$100,000 to the City of Fossil for the paving of Jay Street. Mayor MacInnes and Council President Sperry will sign the agreement and Teresa will return to ODOT to be finalized.

## ABATE – Street Closure

Mayor MacInnes read an email from Dave and Cindy Witmer the ABATE coordinators that requested street closures for the annual bike show on May 25<sup>th</sup> from 8:00 am to 12:00 pm. Council President moved to approve the street closures as requested. Councilor Burlingame seconded the motion. Motion carried by unanimous vote.

## KC's Country Value

Teresa presented three applications on behalf of Kaylee Griffith, who was unable to attend the meeting. Mayor MacInnes reviewed the applications for alcohol permits for the Fossil Cruz In, Wheeler County Fair parade and the Wheeler County Rodeo. Council President Sperry moved to approve all three permits in addition to the permit for the Queens Coronation which was presented to the Mayor at an earlier time. Councilor Knox-Lyon seconded the motion. Motion carried by unanimous vote.

## Mid John Day Bridge Creek Watershed

Debbi Bunch was at council and presented the Place Based Planning Process. Through the Placed Based Planning effort, they will identify regional solutions to efficiently develop, conserve, store and utilize water to meet both instream and out of stream needs. Debbi presented handouts (on file at city hall). Debbi stated that they hope this study will be used to leverage for future funding to improve systems. The committee meets once a month and Debbi asked if anyone would like to be involved. Debbie reported that Bill had been to a couple of meetings and has answered questions for them. Bill said that he is here to help and is receiving emails from the committee.

## City Engineer RFP

Teresa reported that she had three requests from engineer firms for the RFP and one firm, Anderson Perry & Associates, Inc. submitted the complete application (on file at city hall). After a short discussion Councilor Knox-Lyon moved to accept the RFP from Anderson Perry & Associates, Inc. Council President Sperry seconded the motion. Motion carried by unanimous vote.

## REPORTS

Councilor Knox-Lyon: Water no updates. Library – The library board will host a family game night June 14 at the Jeanne Burch Building at 6:30 pm. On June 15 the library will host an open house for people to learn to use Libby To Go along with other programs. The library will be closed on May 22 and 23. Council President Sperry commented on the nice article that was in the Ruralite featuring Cathy and the Fossil City Library.

Council President Sperry: Ambulance – no updates. Parks – Teresa will check with the Condon Swimming Pool to verify on the weeks for the summer swim lesson. Melanie will then send information home from school with the kids. Ms. Carter is still interested in facilitating the program. We are currently working on the transportation needs. Mayor MacInnes asked about the summer reading program and the request made by Mrs. Jaeger who will be facilitating the program again this summer. Mrs. Jaeger would like to start the program in June and continue weekly until August. This however causes a problem with the funds for the program, which are available as of July 1. Teresa verified with

the accountants and the only way to have funds available is to do a resolution moving funds. After a long discussion, council decided they would not do a resolution to transfer funds. They appreciate the idea of stretching out the program for the kids and the job she is doing.

Councilor Beckham: Sewer overflow has stopped

Councilor Burlingame: Streets – no update Planning Commission – Mayor MacInnes started a discussion on the possibility of getting a city planner. Councilor Knox-Lyon said she has been at the county court meeting and Matt Davis, county planner is trying to fill the county planning commission. Bill Potter reported that the city planning committee is also looking for two more to fill the commission. The discussion went into putting out an RFP for a city planner.

Mayor MacInnes: The Mayor has spoken with both the Sheriff and Deputies and reiterated that the city is ready for them to start on the ordinance enforcement. The Mayor asked council how the budget meeting went. The consensus was that the budget committee meeting went well. Councilor Knox-Lyon stated that at the budget meeting there was a discussion of the sewer rate increases. Council then discussed the possibility of a larger rate increase or smaller increases over a longer period of time. It was the recommendation of the budget committee to do the larger rate increase and then not raise rates for a few years. Council thought the way we are currently raising the rates \$2 at a time was working well.

City Recorder: Teresa reported that she has been working on the budget and that she felt that the budget committee meeting went well. The budget hearing is scheduled for June 11 prior to the council meeting.

Public Works: Bill reported that he has been in touch with Jerry Anderson regarding the parks/bathroom maintenance. Currently Jerry Anderson is substituting at the school and does not have time to do extra. Bill will read meters next week and will be attending a training in Bend June 29 – July 1. Council President Sperry asked about who will be doing checks since the regular helpers are all currently busy. Bill is working on this. The Mayor asked Bill how his summer work load/schedule was looking. The Mayor started a discussion on the possibility of hiring public works laborer to help with projects over the next 5-6 months for approximately 18 hours a week. Council requested Teresa advertise for this position. The Mayor said that since the budget did not allow for raises last year and the staff is getting only a cost of living raise this year, perhaps council would consider giving the full-time employees 3 personal/mental health days per year. These days will be used during the calendar year and will not carried to the next year. Use them or loose them rules. Councilor Knox-Lyon moved to add three personal days the public works director and city recorder benefit package on their anniversary hire date. Councilor Burlingame seconded the motion. Motion carried by unanimous vote.

COMMUNITY ISSUES AND CONCERNS: Anne Mitchell reported that in 2013 the city went through the process of becoming a certified local government, which gives the city an opportunity to apply for certain grants. Anne reported that there are a couple of projects in town that would fit the criteria for grant funding. Anne asked if she could research and if council would reinstate the certified local government and commission. Teresa and Anne will work together and research.

ADJOURNED 8:29 pm

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

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Carol E. MacInnes, Mayor

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Teresa Aldrich, City Recorder