

FOSSIL CITY COUNCIL  
MEETING MINUTES  
JEANNE BURCH BUILDING  
401 ADAMS ST, FOSSIL  
July 9, 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, Elle Bray

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 June 11, 2019 council meeting. Councilor Knox-Lyon seconded the motion. Motion carried by unanimous vote.

Council President Sperry moved to approve the June 11, 2019 to July 9, 2019 bills as presented. Councilor Burlingame seconded the motion. Motion carried by unanimous vote.

#### CORRESPONDENCE

##### Senior Meal Site

Mayor MacInnes read a thank you note the city received from the senior meal site thanking everyone who attended the 7<sup>th</sup> anniversary lunch and for the card and flowers.

##### Letter from David Morgan

Mayor MacInnes read an email from a recent visitor to Fossil thanking the community for the car charging station, the awesome playground, museum, paleo center and the opportunity to dig for their own fossils.

#### OLD BUSINESS

##### Vacate of B Street

Mayor MacInnes reported that she has spoken with Jimmy Wimer and referred him to Dan Meader at Tenneson Engineering for more information and the process of vacating the street. At this point the research and expense is up to the land owner.

##### Public works-Part Time Position

Bill Potter reported that the city has hired Quincey Murray. Bill reported that after 30 days of his hire, there will be an evaluation and possible hourly rate increase. Currently, Quincey is busy mowing and

taking care of other maintenance. Marsha Holly added that a volunteer had removed the weeds on Waite Street. The Mayor suggested we start sending out ordinance violation letters for weeds, etc.

#### Blue Grass Camping Revenue

Councilor Burlingame reported higher than expected revenue. The revenue the city received for the camping during Blue Grass was \$2,627. The city did incur some expenses, garbage removal and port a potty. Councilor Knox-Lyon expressed concern over the port a potty expense. At the May council meeting Anne Mitchell was present and told council that the Blue Grass Festival had money to pay this expense. Councilor Burlingame explained that the Blue Grass Festival is paying for 2 potties and the city would be responsible for the other. Councilor Knox-Lyon asked Councilor Burlingame if she had met with Anne Mitchell to discuss the cost and details. Councilor Burlingame said they did not meet to discuss details. Council felt that perhaps they were misled on what the city was responsible for. Bill Potter suggested that when we receive the bill we pay the bill and seek reimbursement from the Blue Grass committee. There seems to be confusion over how the decision was made regarding city paying a portion of the bill.

#### Laing-Humphrey Property Line Adjustment

Mayor MacInnes reviewed a letter the city received from Dan Meader, Tenneson Engineering with the recommendation to council to approve the property line adjustment. This is the final step in the process of the vacation of Jefferson Street. Council President Sperry moved to approve the lot line adjustment to the property (on file at city hall). Councilor Burlingame seconded the motion. Motion carried by unanimous vote.

#### Agreement with Sheriff's Office

Mayor MacInnes explained that the city had received a signed contract from the Wheeler County Sheriff's office and she is prepared to sign the agreement for ordinance enforcement. The agreement was the same agreement that the city and county had previously. Mayor MacInnes expressed that she would like the billings to be received at the beginning of the month for the previous month. Also, she would like an update on the enforcement at each council meeting, either in person at council or by email. Teresa Aldrich has already emailed the sheriff requesting the changes.

#### Anderson Perry – Engineering Agreement

Bill reported that Brad Baird was unable to attend this meeting. There was a discussion on the agreement in question. Paul Sumner, Attorney, recommended the city enter into the agreement. Mayor MacInnes is prepared to sign the agreement. Brad Baird will get the contract to the city as soon as possible. Bill Potter reviewed with council the meeting in Salem he and Brad Baird attended. The presentation was short and to the point, funding was approved. Bill Potter explained it was interesting listening to other cities projects. Bill Potter also reported the ASP project passed all reviews and the final reports will be ready in August.

#### NEW BUSINESS

##### Office Closures

Bill Potter will be on vacation the week of July 15. However, he will be available for the special meeting scheduled for July 17, to present the RFP's for the asphalt over-layment project. Jerry Luther will be doing checks and Quincey will continue to work on maintenance projects. City Hall will be closed on Tuesday, July 16, as Teresa Aldrich will be out of the office.

#### Resolution No. 425 Establishing a Rate Increase for Waste Water Services

Mayor MacInnes read into record Resolution No. 425 Establishing a \$3.00 rate increase for waste water services effective August 1, 2019. The rate increase will go directly for sewer system repairs and upgrades. Council President Sperry moved to approve Resolution No. 425 Establishing a Rate Increase for Waste Water Services. Councilor Knox-Lyon seconded the motion. Motion carried by unanimous vote.

#### Parks Equipment

Bill Potter presented the council with information on a new riding mower. Bill Potter explained that at this time the city only has one mower. With Jerry Anderson, Bill Potter and Quincey Murray all working on city parks, right of ways and other maintenance it would be beneficial if the city had more than one riding mower. After a short discussion it was decided that the city should have another mower. Council President Sperry moved to purchase the Cub Cadet mower for \$1,800.00. Julie Knox-Lyon seconded the motion. Motion carried by unanimous vote.

#### REPORTS

Councilor Knox-Lyon: Water no updates. Library – Reported that the library open house was on June 15. Mollie Carter was on hand to help visitors get signed up for Libby and a number of new library cards were issued. Councilor Knox-Lyon reported that the library board meets tomorrow, July 10. The Mayor asked Councilor Knox-Lyon if she was interested in attending the Mayors conference this year. The conference is held the first weekend in August in Medford. Councilor Knox-Lyon will not be able to attend this year.

Council President Sperry: Ambulance – next ambulance meeting scheduled for July 22. Parks – Reported that the summer reading program is up and running on Tuesdays. Council President Sperry also reported that the summer swimming lessons are under way. There were more kids than expected and the busett will not hold all those who want to attend. At this time Council President Sperry is also transporting kids to swim lessons. However next week, we will need to find another volunteer to help transport the kids: Council President Sperry asked the council to consider the following amounts for donation to the Wheeler High School student council \$250.00 and for swim lessons \$15.00 per child. At the request of Council President Sperry, Teresa Aldrich had researched the cost of transportation in the past for swim lessons. In the past the city had paid Mid-Columbia Bus Company \$1,900.00. Councilor Knox-Lyon moved to donate \$250 to the Wheeler High School student council and \$15.00 per child for swim lesson. Councilor Burlingame seconded the motion. Motion carried by unanimous vote.

Councilor Beckham: Sewer – Reported that the waste water increase of \$3.00 per account will be effective August 1, 2019

Councilor Burlingame: Streets – Reported that herself and Bill Potter will be attending a phone meeting regarding the integrated flood plain. Planning Commission – next meeting will be held July 19.

Mayor MacInnes: The Mayor asked if anyone was interested in attend the LOC annual conference in July in Bend. The Mayor reported that after June council meeting, she had received a call from Tommy Wolff, with Columbia Basin. She invited Tommy Wolff to attend the next council meeting with updates. The Mayor went on to express that she likes the fact that there will be choices of internet providers to the residents. The Mayor then asked Bill Potter to explained to the council about the electronic meter reading software and costs. Bill Potter explained that currently the city has 290 meters that are read and it takes on average two days to complete the process. Bill Potter then thanked Councilor Knox-Lyon and Teresa Aldrich for helping him read meters the last two months. At the last conference he attended he spoke with a company and a city that uses electronic meter readings and gathered some information and numbers. The approximate cost of the software is \$15,000, with new meters costing approximately \$94,000. The discussion went to the software being able to catch trends, over usage (leaks, running toilets, etc.) and the meters will be able to be read year-round. This option could prove to be more economic way to achieve the readings. Councilor Knox-Lyon asked if there was the possibility of grant money for this expense. Bill Potter suggested to help with the cost the city might consider starting with the purchase of the software and replace 30 meters a year. He will do more research and get back to council.

City Recorder: Reported that the bike riding group, Bike Rides NW was in town the last week of June and she spoke with many riders and shared information with them. They all appreciated the WIFI that was available at the library. Reported that the budget materials for the 2019-20 FY have been filed with the county and a copy mailed to USDA and the office is busy getting ready for the new fiscal year. Reported that the Freshen Up Fossil evening was a big success. The city had approximately 20 volunteers, including a 4-H group come out to help with the clean-up. ODOT was in town the following Monday and used equipment to sweep Main and First Streets to complete the project. Thank you to all who came out to help Freshen Up Fossil.

Public Works: Reported that he will be on vacation next week July 15. Bill Potter thanked Councilor Knox-Lyon for taking the samples to Prineville a couple of times in June. Reported that he will be working on completing the flag pole at city hall and other city maintenance.

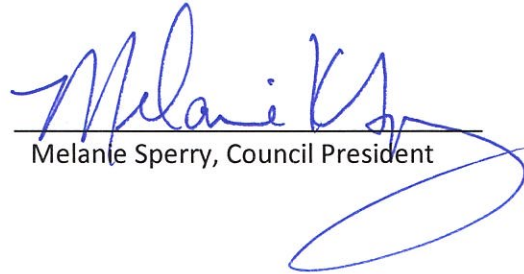
COMMUNITY ISSUES AND CONCERNS: Elle Bray had three items for council. Sharon, from Bike Rides NW would like to come to Fossil and offer a bike repair clinic. After a short discussion it was decided that the clinic will be held September 21 at the grade school. More information to come. The annual city-wide yard sale is scheduled for September 14. There was a discussion of the possibility of having a company come to town and pick up all the unsold items, to avoid taking them to the transfer station. She will do more research. Elle Bray also asked about a city clean up for paint, etc. Mayor MacInnes explained that former Deputy Boyd organized that and referred her to the Jaegers at the local transfers station. Elle Bray also reported to the council that the Fossil Facebook page, which she maintains, had 1,394 likes, has 1,400 followers and the page reaches 6,000 friends with 1,000 engagements (clicks). People are interested in our community! Elle Bray also reminded council and all present if there is anything you want on the Facebook page please email her. The Mayor thanked Elle Bray for maintaining the Facebook page.

ADJOURNED 8:00 pm

Approved: 8/13/19



Carol E. MacInnes, Mayor



Melanie Sperry, Council President