

FOSSIL CITY COUNCIL
MEETING MINUTES
WHEELER HIGH SCHOOL
June 09, 2020

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

Council Present: Julie Knox-Lyon, Melanie Sperry, and Jerry Beckham.

Staff Present: City Recorder Brooklynn Griffith and Public Works Bill Potter.

Community Present: Deputy Rodney Hines, Marsha Holly and Susan Bonney by phone.

Approve/Amendments to Agenda: Additions to the agenda include library reopening, an amendment to the budget, surplus office items, and city office assistance. Councilor Sperry moved to approve the June 9th amended agenda; Councilor Knox-Lyon seconded the motion. Motion passed by unanimous vote.

Approval of City Council Meeting minutes: Councilor Knox-Lyon made a motion to approve the May 12th City Council meeting minutes; Councilor Sperry seconded the motion. Motion passed by unanimous vote.

Approval of bills from May 13th to June 9th: Councilor Sperry made a motion to approve bills from May 13th to June 9th, 2020, Councilor Knox-Lyon seconded. Motion passed by unanimous vote.

CORRESPONDENCE:

OLD BUSINESS:

Anderson-Perry Project Update: Going out to bid on the Wastewater Project by the end of the week, just slightly behind schedule. We'll need to apply for a permit with ODOT to dig underneath highway 19, PWD has the paperwork for that. The funding application for the ASR Project has been submitted to BusinessOregon, takes about 2 months to receive word back on whether or not it was accepted.

Herb Wright EMS Building Sign: City Recorder and PWD have been in discussion to hold the building dedication on Thursday, July 9th, 2020 at 5:30. The plan is to do hotdogs, chips, and drinks; a classic BBQ spread with minimal food handling to stay within the guidelines set by the Governor for COVID-19.

Fiber to Home (Dan Bubb): The Mayor asked of Council whether they believed the City wants fiber, it was a consensus that yes, the citizens do. It will be vital to the growth of local businesses and allow residents to expand their telecommunication work. If the current internet provider were ever to leave, we would be stuck in a situation that deviates from the progression the City has made with having internet services. Council would like the City Recorder to look into switching over the three city accounts to fiber. The franchise agreement is still in the works, as Dan Bubb has refused to agree to a personal guarantee. If the city choses to remove the guarantee from the agreement, they really aren't out any losses; as Wheeler County holds the actual agreement with Gorge Network. However, our attorney does not suggest removing this from the franchise agreement as it is a common occurrence. There are multiple cities in the area that have franchise agreements with Gorge Network that do not list out a personal guarantee. Council would like to move forward with the franchise agreement and believes we can settle on something that will appease all sides.

Community Clean-up Day: With the current COVID-19 guidelines in place and a multitude of community events cancelled, PWD Potter suggested that he and the PW Assistant will work on cleaning up downtown as time permits throughout the Summer.

Industrial Park: PWD Potter presented a GIS map with proposed updated property lines to tax lot 218. This adjustment would allow for the City to build a through road to residents within Fossil Heights, providing an additional egress/access route. The next step would be to reach out to the surveyor to see what needs to be done to get the lot adjusted, as well as to the engineer.

Ordinance No. 417 Variance | 1000 C Street: Discussion open for testimony. Susan Bonney reflected upon her lack of knowledge on current regulations, she was advised by somebody she thought knew the information that they could proceed with their construction. It was later established that their building did not meet code. Mrs. Bonney agrees that she did not go through the proper channels but is now versed on the correct way to work through building codes and regulations; she would like Council to consider a variance to the zoning ordinance.

NEW BUSINESS:

Ordinance No. 445 Typo Correction | Floodplain Hazard: Section 5.2.3.3 “Non-Residential Construction” has a typo and PWD Potter would like to do an editorial correction to delete the additional word of “or”. The consensus of Council was to make that correction.

Surplus Office Items: Councilor Knox-Lyon makes a motion to surplus office equipment, including but not limited to – chairs, desks, filing cabinets, etc. Councilor Sperry seconded the motion. Motion passed by unanimous vote.

FCC Notification for Spectrum Lease Agreement: Remote read water meters will need access to a frequency through the FCC, the agreement would allow for the City to access this frequency. Councilor Sperry made a motion to sign the spectrum lease agreement, Councilor Beckham seconded the motion. Motion passed by unanimous vote.

Shuttle Vehicles: Current issue with folks parking shuttle vehicles around residents’ homes, in the City right of way. In the past, Council had discussed not allowing shuttle vehicles in city limits. Bill Potter is currently allowing one outfitter to park their shuttle vehicles on his property. Marsha Holly suggested that maybe the fairgrounds would be a good option, it would be the outfitters responsibility to reach out to them. For now, Council asks that people be cognizant of their neighbors and parking their shuttle vehicles in the City right of way. If a complaint arises, the City Ordinance Enforcement will handle it.

Library Reopening: Council is asking that the librarian come up with a reopening plan that falls into line with the current COVID-19 restrictions. City Recorder will reach out to the librarian and the board president to gather a reopening plan.

Amendment to Budget: An additional line item has been requested to be added to the requirements in the City Office General Fund budget. This line item would be for contracted services like payroll. Councilor Sperry made a motion to add the line item for contracted service in the General Fund for \$3,000, Councilor Knox-Lyon seconded the motion. Motion passed by unanimous vote.

ACTION ITEMS:

Ordinance No. 417 Variance | 1000 C Street: The finding was that there were no exceptional or extraordinary circumstances on the property. Additionally, the building can fit on the property while meeting the requirements. Councilor Sperry made a motion to deny the request for the Variance on Ordinance No. 417, Councilor Knox-Lyon seconded the motion. Motion passed by unanimous vote.

Adopt Resolution No. 430 | FY21 Budget, Tax Levied, Budget Appropriations: City Recorder read into record Resolution No. 430. Councilor Sperry made a motion to adopt Resolution No. 430, Councilor Knox-Lyon seconded the motion. Motion passed by unanimous vote.

Adopt Resolution No. 431 | Election to Receive State Revenues: Mayor MacInnes read into record Resolution No. 431. Councilor Knox-Lyon made a motion to adopt Resolution No. 431, Councilor Sperry seconded the motion. Motion passed by unanimous vote.

Adopt Resolution No. 432 | FY21 Workers Compensation for Volunteers: City Recorder read into record Resolution No. 432. Councilor Sperry made a motion to adopt Resolution No. 432, Councilor Knox-Lyon seconded the motion. Motion passed by unanimous vote.

City Office Assistance: Mayor requests to pay Jeanne Burch \$650 for her services with assisting the City Recorder in the office. Councilor Knox-Lyon made motion to pay Jeanne Burch \$650 for her assistance in the City Office, Councilor Sperry seconded the motion. Motion passed by unanimous vote.

REPORTS:

Councilor Knox-Lyon: No update.

Councilor Sperry: No update on the ambulance. The pool is opening in Condon, but there will be no swimming lessons this Summer.

Councilor Beckham: No update.

Councilor Burlingame: Absent, no update.

Mayor MacInnes: The consensus of the Council is to continue ordinance enforcement, even during the current pandemic. We have entered Phase II; masks are not required at the Mercantile anymore. Would like the hole in the fence around the tennis court fixed.

Public Works: ODOT Small City Allotment grant application is open, looking at doing Broadway and potentially Chase. Burn ban will go into effect June 15th and stay in effect until September 15th, no open burn; briquettes and small flame burners are allowed. Well 1 has kicked in, no water restrictions as of yet but as soon as we can't meet demand we will go into restrictions. Going to open bathrooms and post that they will not be cleaned regularly so people should use at their own risk.

City Recorder: The general elections initial file date was June 4th; we have received two candidate filing forms thus far. Solutions, CPA will be here either the second or third week in July to do our annual audit, they may also be doing things electronically. The LOC reopening City Hall training is 06/11/20 from 11:00-12:00. Requesting that we move Business IT Solutions to an annual payment versus monthly. Nancy Misener reached out and would like to do a bench dedication for Barb Sitton. Council suggested placing it in front of the Glover Memorial Hall. During Phase II the youth camps have reopened, therefore the Ready to Read program could run. Wondering if Council would like to try and hire someone into that position. Yes, they would, City Recorder will check with past personnel before posting an application.

Ordinance Officer: Deputy Hines provided Council with his monthly tracking form. He is working diligently through his nuisance violations, and community members have been great at abating their nuisances; several cases have been able to be closed. Asked of Council if it would be alright to put a camera up in front of City Hall to capture a potential vehicle violator, Council approved. Presented a brochure


surrounding nuisance violations that he would like to provide at City Hall for community members that might have questions.

COMMUNITY ISSUES/CONCERNS: Resident Rodney is wondering if the County Yard is governed by the City, or if there has ever been a pre-existing agreement that excludes them from the ordinances. Mayor MacInnes states that anything within City limits is subject to the ordinances. Rodney would like to confirm whether or not the County can place an additional Conex on their lot, Council informs they may not. Would they be able to replace a current Conex with a new one? PWD Potter says he believes it would have to fall in the exact same footprint/spot that the original Conex was located and the original would have to be removed from City limits. Marsha Holly would like to know how often the public restrooms will be cleaned due to the current pandemic. The Mayor believes it is not feasible to clean the bathrooms after each use, or even every hour. Deputy Hines mentioned that the Governor released guidance that if a bathroom cannot be cleaned twice daily, to post a notice stating it cannot be cleaned regularly and folks will need to use at their own risk; City Recorder will look into the specifics.

Meeting adjourned at 7:58 PM.

July 14, 2020

Approved



Carol E MacInnes, Mayor



Melanie Sperry, Council President