

FOSSIL CITY COUNCIL  
MEETING MINUTES  
TELECONFERENCE  
July 14, 2020

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

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

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

**Community Present:** Deputy Rodney Hines and Terri Hunt by phone.

**Approve/Amendments to Agenda:** Additions to the agenda include correspondence from League of Oregon Cities and Lydia Dean. Councilor Knox-Lyon moved to approve the July 14th amended agenda; Councilor Sperry seconded the motion. Motion passed by unanimous vote.

**Approval of City Council Meeting minutes:** Councilor Sperry made a motion to approve the June 9<sup>th</sup> City Council meeting minutes; Councilor Knox-Lyon seconded the motion. Motion passed by unanimous vote.

**Approval of Special Meeting Minutes:** Councilor Knox-Lyon made a motion to approve the July 7<sup>th</sup> Special Meeting minutes; Councilor Sperry seconded the motion. Motion passed by unanimous vote.

**Approval of bills from June 10<sup>th</sup> to July 14<sup>th</sup>:** Councilor Knox-Lyon made a motion to approve bills from June 10<sup>th</sup> to July 14<sup>th</sup>, 2020, Councilor Sperry seconded the motion. Motion passed by unanimous vote.

**Approval of financial statement for June 2020:** Councilor Knox-Lyon made a motion to approve the financial statement for June 2020, Councilor Beckham seconded the motion. Motion passed by unanimous vote.

CORRESPONDENCE:

**League of Oregon City:** Mayor read a letter from the League of Oregon Cities, which was recommending the NLC Service Line Warranty Program to League members and residents of our City. This program educates homeowners about their service line responsibilities and provides optional, affordable protection from unanticipated service line repair costs. Council asked to receive more information on the program before sending it out to the community.

**Lydia Dean:** Reached out in hopes of purchasing a program through the Museum of Natural and Cultural History for the Library and Fossil kids. The program is called Engineer It! and is focused around Native American engineering. The Library Board is very interested in the program, and believes partnering with the school would be a great idea. Council would like more information from Lydia Dean before having her proceed with the purchase. After getting clarification from Lydia, Council asked the City Recorder and Librarian to move forward with getting the program set-up.

OLD BUSINESS:

**Anderson-Perry Project Update:** The City has been awarded the loan from Business Oregon for the \$750,000 to complete the ASR project and the pressure boost in the Fossil Heights area.

**Wastewater Project Bid:** Since the Intent to Award last Tuesday, July 7<sup>th</sup>, there have been no protests to the bid. The protest period ends at 2:00 p.m. on July 15<sup>th</sup>. A legal document will be sent for the Notice of Award, which will be granted to Beam Excavating out of Hood River.

**Industrial Park:** Tabled.

#### NEW BUSINESS:

**Utility Deposit Increase:** Based on historical procedures, the water deposit is usually set at 2 months' worth of the monthly utility charge. PWD Potter is wondering if Council would like to increase the water deposit to cover 2 months' worth of utilities, or leave it as is. Council is not interested in increasing the water deposit at this time, as it was just recently increased. Council would also like to check out the process of sending folks to collections who have not paid their past due account balances.

**Well 3 Equipment Purchase:** PWD Potter has been in discussion with Simtek on upgrading the controls at Well 3, as the current control panel had been fried by a past lightning storm and has been difficult to deal with since then. Though the quote is higher than expected, PWD Potter reached out to the engineers and they confirmed the equipment and pricing were okay. This upgrade will allow for better controls at Well 3, and is something that has been needed for a while. Councilor Knox-Lyon made a motion to approve the purchase through Simtek for Well 3, Councilor Beckham seconded the motion. Motion passed by unanimous vote.

**Remote Read Water Meter Software Purchase:** As we work through the process of switching to remote read water meters, an additional aspect to that is the purchase of the software program. PWD Potter would like to move forward with the purchase of the software program, as well as the 3<sup>rd</sup> party Android device to do the readings. Councilor Sperry made a motion to approve the software purchase through Ferguson Waterworks, Councilor Knox-Lyon seconded the motion. Motion passed by unanimous vote.

#### ACTION ITEMS:

**Adopt Ordinance No. 446A | Telecommunications Network:** Councilor Sperry made a motion to adopt Ordinance No. 446A, Councilor Knox-Lyon seconded the motion based on the criteria that the spelling error on page 1 will be corrected to read "WHEREAS", instead of "WHERAS". Motion passed by unanimous vote.

#### REPORTS:

**Councilor Knox-Lyon:** The Library Board had their meeting and is excited that the library has reopened. They are looking for new board members, and would like the City Recorder to include this search with the one of Planning Committee members. Cathy is going to start working on the Ready-to-Read grant, along with the help of Mollie Carter. They are also working through the Annual State of Oregon Library Statistical Report. The library will not be open on Saturdays' for now. No update on water. The building dedication last Thursday went really well.

**Councilor Sperry:** The Ambulance Board is still waiting to meet due to the current Covid-19 restrictions. No update on the parks.

**Councilor Beckham:** No update.

**Councilor Burlingame:** No update.

**Mayor MacInnes:** Commissioner Shaffer came in and asked for an extension on the County's payment of the Little League fence until after the new fiscal year, City Recorder has received the payment since July 1. Mayor has asked residents to please be mindful of mask shaming, and to remind folks that some people

may be indoors without masks because of health conditions. City Council will be held via teleconference until further notice, as the Mayor cannot wear a mask at an indoor setting. It was suggested to her that maybe Council be inside the gym for the meeting, and community members could Zoom into the meeting; she would like to further discuss the options as time goes on.

**Public Works:** Well 1 has been running quite a bit as there is a high demand for water at the moment, PWD is still not sure if we'll be putting water restrictions into place. Anderson & Perry have mentioned something that could fix the Sulphur smell at Well 1, but with the current number of projects the City is undergoing it has been pushed aside; but is always an option to keep in mind. Would like to extend a thank you to everyone that helped with the Herb Wright building dedication last week; many folks contributed to the event. Have finished the Small City Allotment Grant Application and it has been submitted to ODOT. This funding would go towards repaving Broadway and parts of Washington St, and potentially sections of Chase. Is requesting Wednesday the 22<sup>nd</sup> off, as well as July 27<sup>th</sup>-31<sup>st</sup>; approved. New Public Works Assistant is doing great, has a lot of motivation to learn new things and find things around town to fix; has been staying busy! Council sees a positive change in the overall appearance of the City.

**City Recorder:** The auditor from Solutions, CPA stopped by on Monday and picked up the boxes. They will be doing the audit remotely, and I will be in the office to answer any questions as they work through it on July 20<sup>th</sup>/21<sup>st</sup>. GorgeNet will be in to do our drop for fiber internet this week, with installation at a later date. Looking to have potentially 1 or 2 days off in the near future depending on scheduling; Council would like City Recorder to be cognizant of travel restrictions before planning anything. The duplex on Adams St has gone into new ownership and called regarding their bill, this brought about further questions that Recorder and PWD would like guidance from Council on. Over the past several years, this account has not increased as water and sewer rates have increased; it has stayed the same amount since before 2016 (which is as far back as we can see in Jayhawk). Should we notify the homeowners that their utility rate will be increased to reflect two utility services at the location, or leave it as it has historically been? Council would like to see a letter be sent to the homeowners stating that their rate will be increased to fall in line with the rest of the residents and businesses in Fossil. Banners have been ordered and are on their way.

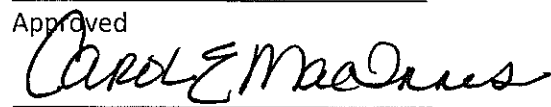
**Ordinance Officer:** Fourth of July was busy with just trying to keep the noise down in town. Since last Council meeting, his case list has dwindled. A lot less cats over on Broadway. Have also been in communication with both shuttle service companies, they should be parking only in front of their residences and they will also be reaching out to the Fair Board to see if they can park there. The Tagg property is being taxed as a commercial lot, so they do have the proper set-up there to have their shuttle vehicles stored on it. City Recorder will reach back out to the City Attorney for a status update on the Fee Schedule, as Council would like to move forward with citing people.

**COMMUNITY ISSUES/CONCERNS:** None.

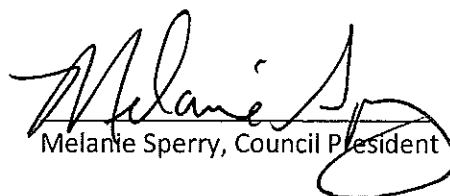
Meeting adjourned at 8:17 PM.

August 11, 2020

Approved



Carol E MacInnes, Mayor



Melanie Sperry, Council President