

FOSSIL CITY COUNCIL  
MEETING MINUTES  
TELECONFERENCE  
September 8<sup>th</sup>, 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:** Senator Lynn Findley, Paul Sumner, Alex Logan, and Marsha Holly by phone.

**Approve/Amendments to Agenda:** Additions to the agenda include correspondence from State Treasurer Reed and USS Oregon Commissioning Committee, and the draft of an Ordinance regulating use of City parks from Attorney Sumner under new business. Councilor Knox-Lyon moved to approve the September 8<sup>th</sup> amended agenda; Councilor Sperry seconded the motion. Motion passed by unanimous vote.

**Approval of City Council Meeting minutes:** Councilor Knox-Lyon made a motion to approve the August 11<sup>th</sup> City Council meeting minutes; Councilor Sperry seconded the motion. Motion passed by unanimous vote.

**Approval of bills from August 12<sup>th</sup> to September 8<sup>th</sup>:** Councilor Knox-Lyon made a motion to approve bills from August 11<sup>th</sup> to September 8<sup>th</sup>, 2020, Councilor Sperry seconded the motion. Motion passed by unanimous vote; Councilor Burlingame abstained from voting.

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

CORRESPONDENCE:

**USS Oregon Commissioning Committee:** Mayor MacInnes read a letter from the commissioning committee for the USS Oregon, the U.S. Navy conducts a formal commissioning ceremony but is prohibited from funding all traditional celebrations. The committee is seeking support from Oregon cities to create an unforgettable experience for those who serve aboard the USS Oregon. The Mayor suggested a \$100 donation to the aforementioned cause. Councilor Burlingame made a motion to donate \$100 from the Mayor/Council fund to the USS Oregon Commissioning Committee, Councilor Sperry seconded the motion. Motion passed by unanimous vote.

**State Treasurer Reed:** Mayor MacInnes read a letter from Oregon State Treasurer, Tobias Reed, expressing his gratitude for the great leadership Mayor MacInnes has shown during the current COVID pandemic.

**Senator Findley:** Expressed gratitude for the city's donation to the USS Oregon. Additionally, Senator Findley spoke of representing the needs of rural Oregon, which poses difficulties but is a rewarding region to represent. The next couple of biennium's budget cycles will be tough, but the best way to work through it is with good communication to our districts. Due to COVID it has been difficult to travel to town halls, but he appreciates the opportunities that technology has allowed; invited Council to the virtual town halls that the Senators host. Will be in Fossil for the senior meal tomorrow.

## OLD BUSINESS:

**Anderson-Perry Project Update:** Wastewater Project is approaching week 3, but is a little behind schedule due to groundwater and some telephone line issues. It is moving forward though and they are making progress. No new updates on the ASR Project.

**Industrial Park:** The area in the cul-de-sac has been cleared and Donny Peterson will begin laying gravel for the road.

## NEW BUSINESS:

**Road Closure | Trunk-r-Treat:** Alex Logan called in to get approval for the road closure on 1<sup>st</sup> Street for the Trunk-r-Treat on Halloween, Council approves. Last year roughly 42 ‘trunks’ showed up for the event and it was a great turnout, very popular! Alex also requested use of the bathrooms; Council believes it would be best to have the bathrooms open. City will also allow use of the road barricades, and Alex will be decorating the Pocket Park. Since the event is on a Saturday, it will be held from 3:30-5:00. Next meeting Alex will come with a flyer.

**Purchase Request | PWD Potter:** The City budgeted this year for a sewer camera, PWD Potter has a quote from Cues for \$9,102.00 and would like to move forward with this camera. It is a great product and cheaper than expected, PWD Potter has heard wonderful reviews from other cities. Councilor Sperry moved to approve the purchase of the camera from Cues for \$9,102.00, Councilor Burlingame seconded the motion. Motion passed by unanimous vote.

**Ordinance Signatures:** It has been brought to our attention that there are Ordinances that predate the current Council that have not been signed, which is causing a standstill on enforcing said Ordinances. Council would like to reach out to Paul Sumner and see how to proceed with getting these Ordinances adopted.

**Regulating Park Use Ordinance:** Mayor requests Council look over the Ordinance regulating park use within the City of Fossil. We will plan to adopt the Ordinance in the coming months.

**Ordinance Fee Schedule:** Council would like to see if it’s possible to place an across the board fee schedule, stating 1<sup>st</sup> violation fee is \$250 and 2<sup>nd</sup> violation fee is \$500, would like to discuss with Paul this possibility. These fees would be after written warnings have been delivered and every chance has been given to the offender to resolve the issue. Based on the outcome of the discussion with Paul, Councilor Sperry moves to approve 1<sup>st</sup> violation fee is \$250 and 2<sup>nd</sup> violation fee is \$500, Councilor Jerry Beckham seconded the motion. Motion passed by unanimous vote.

## ACTION ITEMS:

### REPORTS:

**Councilor Knox-Lyon:** No update. Mayor asked how the library is going with COVID, Councilor Knox-Lyon reports everything is going well!

**Councilor Sperry:** Susan reports that they have plenty of drivers for the ambulance and currently 3 of the 5 student EMTs have received their provisional licenses. The ambulance has gone out 33 times since the 1<sup>st</sup> of 2020, with 10 of these occurring since July. They updated the licensing on the ambulance this Spring and are good until March 2021. CLIA has been updated with the current medical director.

**Councilor Beckham:** No update.

**Councilor Burlingame:** No update.

**Mayor MacInnes:** The City has raised the sewer rates this month, there hasn't seemed to be any complaints from residents. People in the City are interested in the wastewater project, but it allows the opportunity for folks to see where their utility bill money is going.

**Public Works:** Short school is being held virtually on September 21<sup>st</sup>-23<sup>rd</sup>, PWD Potter will make sure to get all his CEUs in. The Fire Department has been reaccredited. Many department vehicles have been breaking down, but they've been able to get them repaired quickly through Fossil Repair. Well 3 is still not fixed, the service guy for the area has been busy and unable to make it to Fossil. Requesting October 12<sup>th</sup>-16<sup>th</sup>, Council approves.

**City Recorder:** We are registered through DAS to potentially be reimbursed for expenses due to COVID, Council approves seeking reimbursement for items such as Zoom membership and bathroom cleaning hours. City Recorder asked about getting a board established for Little League, Mayor suggests finding out the number of interested students before going through the work of getting a board established. Councilor Sperry will send out a note from the school seeking information on interested students. The credit card processing is up and working, have already had someone use it. Council would like a thank you in the paper, and additionally sending thank you cards to the donors for the banners. City Recorder asked of Council to begin thinking of dates/times for the Tree Lighting Ceremony. Discussed the draft financial statement for the audit report, and talked through the audit notes from Solutions, CPA. Mayor would like all documents sent to Council for review. Council suggests that City Recorder go to a Basic Budget Law training since completing one budget cycle with the City. Attorney Sumner also suggests courses through CIS and LOC.

**Ordinance Officer:** Deputy Hines was absent.

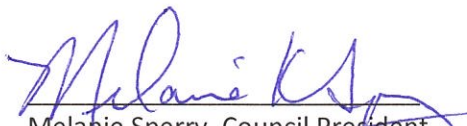
**COMMUNITY ISSUES/CONCERNS:** Folks are still waiting to receive their fiber; some people are having difficulties getting in touch with workers at GorgeNet. Marsha Holly asked how one would go about changing an Ordinance, an example being the campaign signs are allowed for 30 days prior to an election whereas the State is 90 days. Mayor believes it would have to be a very good reason to work through changing an Ordinance.

Meeting adjourned at 8:17 PM.

October 13, 2020

Approved

  
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Carol E MacInnes, Mayor

  
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Melanie Sperry, Council President