

FOSSIL CITY COUNCIL
MEETING MINUTES
Wheeler High School
December 14th, 2021

Mayor MacInnes called the meeting to order 7:02 P.M.

Council Present: Melanie Sperry, Jerry Beckham, & Terri Hunt, Cindy Burlingame

Staff Present: Lea Walker, Bill Potter

Community Present: Mitch Elliott, Rodney Hines, Marsha Holly, Amy Derby, Ben Massey, Chase Misener, Sharen Milligan, Tim Milligan, Ty Meligan.

Approve/Amendments to Agenda: Councilor Sperry made a motion to approve the December 14th agenda as amended; with spelling corrections and rephrasing action items to "Adopt Resolution No. 439", Councilor Hunt seconded the motion. Motion passed by unanimous vote.

Approval of November 9th City Council Meeting Minutes: Councilor Sperry made a motion to approve the November 9th Council Meeting Minutes, Councilor Hunt seconded the motion. Motion passed by unanimous vote.

Approval of bills from November 9th to December 13th, 2021: Councilor Burlingame made a motion to approve the bills from November 9th to December 13th, 2021 Councilor Sperry seconded the motion. Motion passed by unanimous vote.

Approval of financial statement for November 2021: Due to coding errors, Mayor MacInnes will not present the financial statement. A corrected version will be presented at the January meeting.

CORRESPONDENCE:

Christmas Greetings- PayGov, Jefferson County EMS, Frontier Dispatch.

OLD BUSINESS:

Anderson-Perry Project Update: ASR is in the design phase. We are still waiting on the generator for the waste water project. The generator is coming from Brazil, and it is estimated to be about a month out.

Industrial Park: Lot 12 has been approved and filed with the County. Tenneson has sent invoice of \$2,670.00 for survey of the lot and the paperwork included. There is interest in a couple lots, specifically lot 12

Mr. Potter has suggested the city look into a realtor due to it being zoned industrial. He had spoken to Jon Hankins, a realtor, and was given some options for contracts with him. One of Mr. Hankins' options is similar to our contract with our previous realtor, Linda Jo Smith. Councilor Sperry made a motion to contract with Jon Hankins, Councilor Beckham seconded the motion. Councilor Hunt asked if it had to go out to bid. Concern was expressed about contracting procedure, the City will consult with the attorney regarding the concern of proper procedure for contracting with a realtor. Councilors Sperry and Beckham voted aye. Councilors Hunt and Burlingame voted nay. Mayor MacInnes abstained from voting. The motion did not carry.

Ordinance Fee Schedule: City Recorder will revisit with the City's attorney to verify the Ordinance Fee Schedule has been sent over.

Childcare: Remove from agenda due to no interest gained.

ARPA: Tabled

Museum Roof: The museum roof repair has been completed with the insurance company paying \$46,000. The total bill came to \$49,000 with the 5% depreciation and \$1,000 deductible. The insurance adjustor states the water damage occurring over the summer would be in excess of \$5,000. The City of Fossil will verify the budgeted amount for the museum and may look into a contractor willing to sheetrock the museums internal damages. Public Works has offered to help repair the damages, with the understanding that it won't be fixed in a timely manner.

Gateway Signs: The Gateway signs had a vote of 28 for the "Courthouse, School, and Barn" and 42 for the "Woolly Mammoth". The woolly mammoth will be our gateway sign. Councilor Hunt has requested the color be corrected to the original colors which will be a greenish color rather than the blue displayed. Due to issues with the transferring of images the color wasn't able to get corrected during the display.

MOU Fair Board: Lea has been in contact with fair board chair Kaylee Griffith, is still currently waiting for their questions.

Christmas Light Contest: The judging will take place the 20th for residential and commercial. The lights through town look great. The City of Fossil would like to thank Karen Cossitt, Mike Craig, Eloise Mortimore, and Alex Logan. Alex Logan has been hired by the Chamber of Commerce.

Property sale: No comment.

NEW BUSINESS:

Library Signs- Ben Massey: Ben Massey reported for the library and Friends of the Fossil Library. He and other members would like to hang the new library sign – which has a black hanger, blue and white lettering saying, "Public Library", and is 18 by 30 inches in size. They would like to consult with the council regarding the placement of the new sign on the front of the building. Council supports the hanging of the sign in consultation with Public Works Director Potter regarding a safe and suitable site on the building.

Special City Allotment 2022 Contract Agreement: Councilor Sperry made a motion to approve the Special City Allotment 2022 Contract Agreement, Councilor Burlingame seconded this motion. Motion passed by unanimous vote.

Ty Meligan- The Automation Group (TAG): Oregon has a program called the Integrator of Record, which allows for coordination of public works projects and modifications to project bidding. TAG contracts with several other public entities in the region, and Mr. Meligan is the representative for our area. He explained the importance of having a TAG representative to help with fields specifically related to Public Works and water systems.

Purchase Requests – Cold Mix/Remote read meter software: Public Works has reached out to BEAM in to receive cold mix from Portland. The quote for the cold mix is \$2800- \$2900 for 15 tons. Councilor Sperry made a motion to approve the purchase of the cold mix, Councilor Beckham seconded the motion. Motion passed by unanimous vote.

Ferguson will come install the Remote read meter software to allow the upload the meter readings more time efficiently then entering manually and the city will purchase an android phone to read the meters as it was budgeted in the current fiscal year.

ACTION ITEMS:

Resolution No. 439: Mayor MacInnes read Resolution No. 439. Councilor Burlingame made a motion to adopt Resolution No. 439, Councilor Hunt seconded the motion. Motion passed by unanimous vote.

REPORTS:

Councilor Hunt: The library/ Friends of Fossil library have purchased the new library sign with grant money received. The Early Literacy Program, run by Cathy Goldsmith, just completed a project with the preschoolers where they each made a stuffed animal with a wish placed inside. Kelli, the library assistant, is hosting events to draw the community in to the library. One of those was a “Wrap and Nap” with a children’s story time. Trevor Humphreys is teaching a computer class every Monday and Wednesday from 12:00 noon till 1:00 and running through the spring of 2022. The computer training is free to citizens wishing to learn new skills. A raffle, which begin at the December Bazaar, is continuing until Friday, December 17th. The drawing will be held at The Festival of Lights at the Isobel Edwards Hall. A \$500 donation was received from Bernadette Strand for the purpose of purchasing nonfiction books for the library.

Councilor Sperry: The ambulance board met and discussed the Tri-County Ambulance Association. The \$45 membership fee provides payment after insurance coverage for medically necessary ambulance service. Applications and pamphlets for Tri-County Ambulance Association are available at City Hall. All citizens of Fossil are encouraged to belong to Tri County Ambulance, Air Link, and Life Flight. Undersheriff Elliott has mentioned there is a radio for the ambulance. Deputy Hines does have a radio which will be reprogrammed for the ambulance. They will double check to see if there is another one floating around. There have been 83 calls since the beginning of the year through November. Zolle has recently been certified. The sheriff’s department will be looking into grants for another defibrillator. Susan has filed the exemption forms mandated by the state.

Councilor Beckham: No update.

Councilor Burlingame: No update.

Mayor MacInnes: Attended the Oregon Mayor’s Association event in December. They discussed plans upcoming year. The next meeting will be a meeting in February and will bring the information back as to what is going in the state.

Public Works: The council has handed out information on TAG, an email chain between Anderson Perry and our Public Works. The email is regarding the Ordinance Fee Schedule for Waste water and concerns

with a brewery coming to town. Bill has requested December 22nd off. Lea will draft an official letter to Tiger Town to invite them to meet with the city.

City Recorder: Tree Lighting Ceremony was a big hit for the City of Fossil. The event had a good turnout of rough estimate of 40 people, all the soup, cookies, and hot chocolate were gone. The kids caroled for the residents around, wrote letters to Santa, and brought joy to everyone around. I have sent out thank you letters to everyone involved. I will take a learning opportunity the next day 10 am – 12 pm. The OCF has announced this next year's percentage of 4.34% to be distributed in June 2022.

Ordinance Officer: Undersheriff Elliott reported two verbal warnings for dogs, six written warnings, two citations for justice court, and one vehicle that was moved while tagging.

COMMUNITY ISSUES/CONCERNS:

Turkey complaint: Citizens were instructed to contact Steve Cherry with ODF from Heppner.

Deer complaint- rabid deer/deer with a bucket on her head: contact Steve Cherry with ODF from Heppner.

Meeting adjourned at 8:16 PM.

January 11th, 2021

Approved



Carol E MacInnes, Mayor



Melanie Sperry, Council President