

FOSSIL CITY COUNCIL
MEETING MINUTES
Wheeler High School
April 12, 2022

Mayor MacInnes called the meeting to order 7:00 P.M.

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

Staff Present: Lea Walker, Bill Potter

Community Present: Mitch Elliott, Anne Mitchell

Approve/Amendments to Agenda: Councilor Burlingame made a motion to approve the April 12th amended agenda, adding Cycle Oregon/Blue grass festival in new business and removing RFP QuickBooks from action items. Councilor Hunt seconded the motion. Motion passed by unanimous vote.

Approval of March 8th City Council Meeting Minutes: Councilor Hunt made a motion to approve the March 8th City Council Meeting Minutes, Councilor Beckham seconded the motion. Motion passed by unanimous vote.

Approval of bills from March 8th to April 11th, 2022: Councilor Hunt made a motion to approve the bills from March 8th to April 11th, Councilor Burlingame seconded the motion. Motion passed by unanimous vote.

Approval of financial statement for March 2022: Councilor Hunt made a motion to approve the financial statement for March 2022, Councilor Burlingame seconded the motion. Motion passed by unanimous vote.

CORRESPONDENCE:

OLD BUSINESS:

Anderson-Perry Project Update: Wastewater Project Completion sheet has been signed by the mayor with a final quote of \$92,700.

Brad Baird is finishing up the design phase for the ASR project. There has been a concern with shipping and inflation rising that it is not a time to put a bid out as the bid would be \$150,000 over.

ARPA: The report is due by April 30th. The city has currently only received one installment and will received the other portion by September 2022. The city has currently started replacing water meters and to finish the project it will cost a little over \$100,000. The new meters will allow the City of Fossil to read meters all throughout the winter and to catch leaks/ pipe bursts. Councilor Burlingame made a motion to allocate the ARPA funds to the water meter project, Councilor Beckham seconded the motion. Motion passed by unanimous vote.

Museum interior repair: Mr. Goldsmith will be on the project in April and has access to museum.

MOU Fair Board: The MOU has been signed by the fair board, city, and mayor. County court will sign it Wednesday.

NEW BUSINESS:

Cemetery: Lea has reached out to Solutions on how they would like cemetery to be added to the City budget for the upcoming fiscal year. The auditors preferred the cemetery be added as their own fund in the budget. She has also spoke to Paul and he requested Preliminary Title Reports on both cemetery properties. Jon is still working on those title reports. The cemetery will be paying for the expenses.

RFP- Auditing Firm: Solutions has reached out to Lea and will no longer be providing the annual audit for the City of Fossil. Lea will draft the RFP and publish it.

Cycle Oregon/Blue grass festival:

Bluegrass festival: Bluegrass Festival will be a camp and Jam on Friday/Saturday July 1st and 2nd. This festival is oriented towards musicians gathering and jamming locally. Workshops will be in various locations around the City of Fossil and open to public to attend and learn. There will be a stage both nights Friday will be a karaoke/open mic night. Saturday night will be open bands playing. At the moment bluegrass committee doesn't anticipate limiting a crowd due to covid. There will be a registration process online that is free and will allow a head count in advance. There will be no parade and no Sunday event.

Cycle Oregon: Cycle Oregon will stay September 12th and 13th. There will be another meeting to discuss Cycle Oregon. Councilor Hunt will represent the City of Fossil in their upcoming meeting. There is an opportunity for local businesses to make money to assist the cyclists in their event. There will be the volunteer groups and rules. The volunteers will be paid volunteers for their assistance with the cyclists. They have requested projects to help assist with the riders such as paintings, building, etc. There is a lot of open volunteer positions to help assist them. There are 400 volunteer slots that need to be filled and can be filled by the same person.

ACTION ITEMS:

RFP – Integrator of record: The nine-page RFP for integrator of recorder will be sent directly to Anderson- Perry, TAG, City of Fossil's website, and the Times-Journal. The RFP will be graded off of a point value system rather than a lower bidder.

REPORTS:

Councilor Hunt: This Friday, April 15th @5:30 will be having transforming libraries community conversation. The summer reading program will be a camping theme this year, flyers to be sent home with schoolkids before the end of the school year. Kellie has been attending a series of workshops regarding the diversity, equity, and inclusion about making libraries accessible to all people. The biggest problem our library has is ADA accessibility.

Discussion regarding continuing education for the city employee and publicizing the winner of the "If I Were Mayor" essay contest.

Councilor Sperry: No update for ambulance. Jerry Anderson will be back to maintain the parks. ASA agreement with Wasco County was completed.

Councilor Beckham: No update.

Councilor Burlingame: No update.

Mayor MacInnes: Attending OMA conference on the 21st of April and then attending LOC conference. The winner will receive a check for \$100 and the other participants will receive \$10 each. A workshop will be needed for a revised employee handbook and employee rights. Few changes have been made to the handbook. A Work session will be held May 18th @ 5:20pm at city hall.

Public Works: Requesting the last weekend of April off for training and renewing a certification. Eddie will be working. Bill and Eddie attended the short school and although he is not certified it counts as his hours and if he moves forward down the line with education requirements. He will need 45 CEU's which is equivalent to 450 hours. This is to operate to Water and Wastewater treatment plants. Eddie is about to meet his one-year mark and start his Wastewater certification to start the process. He will need two state certifications for his wastewater certification. Public Works has been working on the T-Ball field. Water quality report with fluoride has been posted on the website, paper, and posting through town. Copies will be available at city hall.

City Recorder: Requesting May 24th-27th off. Reminder SEI Forms need to be complete by April 15th. Lea has been attending multiple budget trainings. Jeanne and Lea have finished up the budget training. Mayor MacInnes and Lea will be reviewing the budget to go over final numbers. Budget Committee Member position 5 is still open.

Ordinance Officer: Two court proceeding through justice court. Ordinance Officer plans to progress as the weather gets warmer.

COMMUNITY ISSUES/CONCERNS:

How does one get appointed for the Budget Committee? You submit an email or letter that you would like to fill the budget committee position. – Anne Mitchell

German Shepard running lose frequently and approaches guests frequently. Approached the owners peacefully. Lea will contact the ordinance enforcement officer. – Anne Mitchell

Meeting adjourned at 8:03 PM.

May 10th, 2022

Approved



Carol E MacInnes, Mayor



Melanie Sperry, Council President