

FOSSIL CITY COUNCIL
MEETING MINUTES
Jeanne Burch Building
June 14, 2022

Councilor Sperry called the meeting to order 7:00 P.M.

Council Present: Melanie Sperry, Jerry Beckham, Cindy Burlingame, and Terri Hunt Via Zoom.

Staff Present: Lea Walker, Bill Potter

Community Present: Mitch Elliot, Launa Wing, Gene Lehm, Sharen Milligan, Marsha Holly, Jackie Brown, Chad Macomber, John Geer, Anne Mitchell

Approve/Amendments to Agenda: Councilor Burlingame made a motion to approve the June 14th amended agenda, adding the Bluegrass Festival to old business, Fossil Cruisers to New business, and Jace Geer- Fairgrounds new business. Councilor Sperry seconded the motion, motion passed by unanimous vote.

Approval of May 10th Supplemental Budget Hearing Minutes: Councilor Burlingame made a motion to approve May 10th City Council Meeting Minutes, Councilor Beckham seconded the motion. Motion passed by unanimous vote.

Approval of May 10th City Council Meeting Minutes: Councilor Beckham made a motion to approve the May 10th City Council Meeting Minutes, Councilor Burlingame seconded the motion. Motion passed by unanimous vote

Approval of May 16th Budget Hearing Minutes: Councilor Burlingame made a motion to approve the May 16th City Council Meeting Minutes, Councilor Beckham seconded the motion. Motion passed by unanimous vote

Approval of May 18th City Council Meeting Minutes: Councilor Burlingame made a motion to approve the May 18th City Council Meeting Minutes, Councilor Sperry seconded the motion. Motion passed by unanimous vote

Approval of bills from May 10th to June 13th, 2022: Councilor Sperry made a motion to approve the bills from April 12th to May 9th, Councilor Beckham seconded the motion. Motion passed by unanimous vote.

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

CORRESPONDENCE:

OLD BUSINESS:

Anderson-Perry Project Update: No update.

Museum interior repair: John was waiting for warmer weather and assistance with the repairs.

Cemetery: The transition is at a pause due to the transition of the city attorneys.

RFP- Auditing Firm: Accuity submitted a bid for the amount of \$14,500 which is similar range to the City of Fossil's previous auditing firm. Councilor Burlingame made a motion to accept the bid from Accuity for auditing services. Councilor Sperry seconded this motion. Motion passed by unanimous vote.

Anne Mitchell- Bluegrass Festival: Request Street closure for Bluegrass festival Thursday- Sunday Adams-Jefferson for the stage. Adams between 3rd- and 4th Friday- Sunday. The consensus was the bluegrass was granted permission for the street closure.

NEW BUSINESS:

City of Fossil Attorney: Councilor Sperry read the letter by Jered Reid. Councilor Burlingame made the motion to accept Jered Reid as the new city of Fossil attorney, Councilor Burlingame seconded this motion. Motion passed by unanimous vote.

DOXO- Utility Payments: DOXO is a similar payment system to PayGov which is what the City of Fossil currently offers for utility payments. DOXO was referred by many surrounding cities in our size to utilize the system. DOXO currently offers credit/debit card payments matching the 3% fee that PayGov currently charges the customers. DOXO does not charge for those who set up a financial system in which DOXO can pull directly from the financial institution. DOXO will also allow the customers to have the exact balance put into the system. This will allow customers to pay exactly what is owed rather than finding their bill and inputting the amount. Councilor Burlingame made a motion to approve the transition from PayGov to DOXO due to the variety of payments options, Councilor Sperry seconded this motion. Motion passed by unanimous vote.

Launa Wing| Neighborhood Bulletin Board: Launa Wing was in violation of Ordinance 417. Launa Wing read a letter in response to this violation. A copy of Launa Wing's will be forwarded to the council and the council will look into it.

Robert Couture| Ordinance No. 417A: Tabled.

Bella's Food Truck: No update.

Parks Position: Jerry Anderson has given his letter of resignation for the parks position. The City of Fossil will be advertising the parks position as seasonal help. The position will be open till filled and pay will be based off of experience.

Fossil Cruisers: Car show will be held July 2nd. MaryBeth has requested street closure on Main Street and First up till Washington Street during the hours of 8 am -4 pm. The City of Fossil approves the street closures during those times.

Fairgrounds- Jace Geer: The Fairgrounds will be hosting a few events during the Fair and Rodeo. One of the events is the Water Trough races which is like soap Box Derby that holds at least 10 gallons starting at the Baptist church ending at the end of Haven House. The idea of Lawn mower races has also been discussed around the T-Ball field on the gravel track after the parade or throughout the week based off the participants.

ACTION ITEMS:

Approval of Bid for Integrator of Record: Councilor Burlingame made a motion to approve the bid from TAG as our Integrator of Record, Councilor Sperry seconded the motion. Motion passed unanimous.

Adopt Resolution No. 444 | Adopting the Budget, Declaring Tax Levied, making appropriations for the 2022-2023 fiscal year: Read by Councilor Sperry. Councilor Sperry made a motion to adopt Resolution No. 444, Councilor Burlingame seconded this motion. Motion passed by unanimous vote.

Adopt Resolution No. 445 | A resolution declaring the City of Fossil's election to receive state shared revenues: Read by Councilor Sperry. Councilor Sperry made a motion to adopt Resolution No. 445, Councilor Burlingame seconded this motion. Motion passed by unanimous vote.

Adopt Employee Handbook: Councilor Burlingame made a motion to adopt the updated Employee Handbook, Councilor Hunt seconded the motion. Motion passed by unanimous vote.

Appoint Julie Knox-Lyon | Planning Committee: Councilor Beckham made a motion to appoint Julie Knox-Lyon on the planning committee, Councilor Burlingame seconded this motion. Motion passed by unanimous vote.

REPORTS:

Councilor Hunt: The library will be hosting kids' games and an information both at the Fossil Fridays.

Councilor Sperry: Mollie Carter will be providing transportation for open swim starting June 21st Tuesdays and Thursdays. The meeting location will be by the Glover Hall. Susan is in the process of all annual renewal information. The ambulance is down one EMT. Councilor Sperry discussed her ideal use of funding for the City of Fossil placing infrastructure and Wastewater/water improvement projects as a higher importance.

Councilor Beckham: No update.

Councilor Burlingame: No update.

Mayor MacInnes: Absent.

Public Works: Lift station 2 has recently had service done to it. The library had a concern not having access to the restroom. Public Works will be allowed the library access to the restroom. The special city allotment has been emailing currently regarding the street paving project and updates. After discussion regarding the struggle with trucking, contracting, etc. The city can release the project and apply back into the pool for the \$250,000 rather than the previous \$100,000 granted. Requesting time off in the future.

City Recorder: QuickBooks required a mandatory upgrade which included the access to payroll services but additional annual fee to operate payroll services of \$600. I had reached out to Corina as in advice if this was a normal transaction and it was confirmed.

Ordinance Officer: Former Deputy Hines was previously busy before leaving. Undersheriff discussed with the sheriff and has requested a work session be established regarding the sign ordinance including the

city attorney. He has been requested to patrol house that are a fire hazard. Court trials regarding Ordinance Violations will be coming up. He has opened up a new case regarding a dangerous animal. As Emergency management Undersheriff has applied for a grant that will rewrite our Hazard mitigation plan for the county including each city. The writer of the grant will be with the city.

COMMUNITY ISSUES/CONCERNS:

Anne Mitchell- Thank you to the Public Works and the City of Fossil for preparing the City for Memorial Weekend such as filling the potholes and making the city look nice. A dog complaint has been readdressed to the ordinance enforcement officer and will be dealt with privately and questioned if cats needed to be inside a residential home to the ordinance officer. A cat does not reside within a home. An update regarding Fossil Fridays, Fossil Friday currently has 16 vendors registered to participate. Cycle Oregon will be reaching out to the City of Fossil regarding an MOU for the use of the T-Ball field. Anne Mitchell voiced her concern with a councilor challenging the use of a public service during the Budget Committee Meeting.

Meeting adjourned at 8:18 PM.

July 12th, 2022

Approved



Carol E MacInnes, Mayor



Melanie Sperry, Council President