

MEETING MINUTES
Jeanne Burch Building
January 10, 2023

Mayor Hunt called the meeting to order 7:04 P.M.

Council Present: Cindy Burlingame, Chad Macomber, Tim Milligan, Carol MacInnes

Staff Present: Lea Moyer, Bill Potter.

Community Present: Julie Lyon, Marsha Holly, Doug Elder, Louis Elder, Jerry Beckham, Brenda Snow Potter, Sharen Milligan, Melanie Sperry, Matt Davis, Lydia Philbrick, Nancy Misener, Chase Misener, Randy Howe, and Jackie Brown.

Approve/Amendments to Agenda: Councilor Burlingame made a motion to approve the January 10th agenda as approved, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, no: none).

Approval of December 13th City Council Meeting Minutes: Councilor Macomber made a motion to approve the December 13- City Council Meeting Minutes, Councilor Burlingame seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, no: none).

Approval of bills from December 13th to January 13th, 2023: Councilor Burlingame made a motion to approve the bills from December 13th to January 13th, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, no: none).

Approval of financial statement for December 2022: Councilor Macomber made a motion to approve the financial statement for December 2022, Councilor Milligan seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, no: none).

CORRESPONDENCE:

Move correspondence to Letters of Interest.

OLD BUSINESS:

Anderson-Perry Project Update: Brad Baird with Anderson Perry discussed the project updates with the ASR project. The city has been at a halt due to inflation and lack of supplies which has caused a delay in the ASR project which is defined as the aquifer storage recovery. Attached are the maps of the ASR project and two-page handout of the discussion. Mr. Baird further discusses the next few months Public Works Director Bill Potter and himself will be working to put a bid out early Spring starting the project April/May.

Cemetery: Scheduled to meet with Jered Reid (city attorney), Marilyn Garcia (Cemetery Board Representative), Chad Macomber, and Bill Potter January 17th at 10:00 am

Christmas Light Contest Winners: The contest winners for the lighting contest for residential were first place Bill Gubser, second place Sally Potter, & third place Harold Dunning. The commercial winners are

first place Haven House, second place Bargain Boutique, third place Fossil Fuel. The People's choice goes to Marsha Holly & Hyatt House.

NEW BUSINESS:

Council Position #3 Letters of Interest/Appoint/Swearing-In: After lengthy discussion with advertisement of the position Mayor Hunt recommended to the council to extend the deadline with more media reach. Councilor Burlingame discussed the historic way Fossil has advertised the position and discussed that a qualified candidate had applied for the position before the deadline. Marsha Holly mentioned that an advertisement of the vacant seat was posted in the Times-Journal. Julie Knox discussed that not viewing the two applicants is an insult to those applicants. Councilor Macomber voiced that the city should abide by the deadlines set in place prior to the city council meeting. Those that have put in an application by dated deadline need to be considered. One applicant was eligible for the position which was Carol MacInnes previously known as Mayor MacInnes.

Mayor Hunt and Councilor Milligan discussed concerns of applicant Carol MacInnes's verbiage on her letter of interest. After lengthy discussion Carol MacInnes made a clearer explanation of the duties she plans to fulfill with the legislative and with city council. Councilor Milligan made a motion to extend the appointing of Councilor #3 seat to February 14th with additional advertisement. Motion failed. Councilor Burlingame made a motion to appoint Carol MacInnes to the fill the council seat #3, Councilor Macomber seconded the motion. Motion passed by majority vote (Aye: Councilor Burlingame, Councilor Macomber, No: Councilor Milligan). Councilor MacInnes was sworn in.

Elect Council President: Councilor MacInnes made a motion to nominate Councilor Burlingame to be council president and move to close the nominations, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, no: none).

Appoint Commissioners:

Water/Sewer/Streets: Councilor Milligan
Library/Ambulance: Councilor Macomber
Cemetery/Museum: Councilor Burlingame
Parks/Planning: Councilor MacInnes

Matters of Records:

City Attorney: Jered Reid
Auditor of record: Accuity LLC
Engineer: Anderson Perry
Newspaper: Times-Journal
Bank of Record: Bank of Eastern Oregon and Local Government Investment Pool
Integrator of record: The Automation Group (TAG)

Budget Committee Members: Tom McNeill, Joe McNeill, Marilyn Garcia, Sally Potter, and a vacant position that will be advertised.

Councilor Burlingame made a motion to adopt the matters of record as noted above, Councilor Milligan seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, no: none).

Marine Industrial Tank Diving Inspection/Cleaning reservoirs: The reservoirs and tanks need to be cleaned every five years and two tanks were done 6 years ago and one 4 years ago. The cost to clean tank is \$2,750. Councilor Milligan made a motion to approve Marine Industrial Tank Diving Inspection/Cleaning reservoirs, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, no: none).

City Day at the Capital: All elected officials are invited to the capital. This is an opportunity to meet other elected officials and legislatives. Registration cost is \$40.00 and need to be registered by the 19th to attend the 25th.

Wheeler County Lot Line- Matt Davis: Wheeler County would like to pursue a community block grant for a new food pantry facility which would be on the property line between the county and city property. Is the city council interested in moving the lot line adjustment to pursue with the grant for the food pantry facility? Wheeler county would be paying for the cost of the survey for the line adjustment. Councilor Macomber made a motion to allow the Wheeler County to pursue with the survey and the lot line adjustment, Councilor Milligan seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, no: none).

ACTION ITEMS:

Appoint Budget Officer/Approve Budget Calendar: Lea Moyer read the Budget Calendar. Councilor MacInnes made a motion to appoint Lea Moyer and approve the budget calendar as presented; Councilor Burlingame seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, no: none).

Resolution No. 450 A Resolution Transferring Funds from the Industrial Park- Table: Tabled

ODOT Mutual Aid Agreement: A mutual agreement is a five-year agreement that in a state of emergency that ODOT or the City will assist in providing in emergency services. Councilor Burlingame made motion approve the mutual aid agreement, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, no: none).

REPORTS:

Councilor Macomber: No report available due to newly elected council.

Councilor Milligan: No report available due to newly elected council.

Councilor Burlingame: No update.

Councilor MacInnes: League of Oregon Cities has posted their guidelines online as well. Emails will be set up for the new council. For the record the emails are public record and may not be deleted.

Mayor Hunt: Mayor Hunt will be register with the OMA (Oregon Mayors Association). She will also be attending the City Day at the capital and the elected essentials training in Keiser. She has drafted a ordinance of Rules for the prescribing rules to govern a city using a previous draft and the League of Oregon Cities model.

Public Works: Extend the invitation for tours for the newly council. Short school has been scheduled for the beginning of April from the 3rd – 5th for Water and Wastewater operators for their certification. State certifications need to be kept current to allow the city to maintain operations at a state level.

City Recorder: Request February 16- February 24th vacation. The gateways signs should be completed in about six weeks. The third sign in in to get powder coated. Mayor Hunt will be picking up two of the gateway signs while she is out of town for the city day at the capital. Bill will be in contact with Earl for the posts. She had registered with the Professional Development in the beginning of June which those credits will help obtain a CMC. Resolution 450 will be voided for the record.

Ordinance Officer: Absent

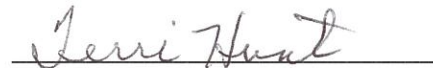
COMMUNITY ISSUES/CONCERNS:

Julie Knox would like to recommend that the council take the elected essentials training.

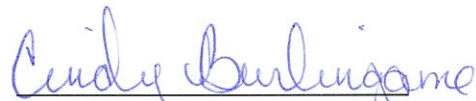
Meeting adjourned at 8:41 PM.

February 14th, 2023

Approved



Terri Hunt, Mayor


Cindy Burlingame, Council President