

MEETING MINUTES
Jeanne Burch Building
February 14, 2023

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

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

Staff Present: Lea Moyer, Bill Potter, Cathy Goldsmith.

Community Present: Chase Misener via phone, Launa Wing, Jackie Brown, Amy Derby, Melanie Sperry, Marsha Holly, Julie Lyon.

Approve/Amendments to Agenda: Councilor Burlingame made a motion to approve the February 14th agenda as approved, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, Councilor MacInnes, no: none).

Approval of January 10th City Council Meeting Minutes: Councilor Macomber made a motion to approve the January 10th City Council Meeting Minutes, Councilor Burlingame seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, Councilor MacInnes, no: none).

Approval of bills from January 10th to February 13th, 2023: Councilor Burlingame made a motion to approve the bills from January 10th to February 13th, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, Councilor MacInnes, no: none).

Approval of financial statement for January 2023: Councilor Macomber made a motion to approve the financial statement for January 2023, Councilor Milligan seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, Councilor MacInnes, no: none).

CORRESPONDENCE:

Email- Amy Derby: Request for 4-H market hogs at the school.

OLD BUSINESS:

Anderson-Perry Project Update: Brad has not yet sent the design schedule over to Bill but has informed him we are still on track with the project completion date.

Cemetery: The attorney has forwarded the agreement to the City of Fossil. The cemetery has forwarded their annual donation letter. The cemetery volunteers will still be operating as is even under the City of Fossil.

City Day at the Capital: Mayor Hunt and Councilor MacInnes attended the City Day at the Capital on the 25th to Salem. LOC had given them a run down of what they are addressing to the legislature to bring a unified voice to the legislature. One of their main focuses has been affordable housing, homelessness/houseless, and economic development. The morning was spent talking to LOC and their lobbyists. In the afternoon they visited with our representative Greg Smith and our senator Bill Hansel. We had an ask of them, that has been discussed before, of \$50,000 for addressing homelessness. The City of Fossil does not have homelessness per say but we do have those living with others as housing is not

available. The other ask was for \$1.6 million to help build affordable housing. They were very receptive, listened, understood, and were open minded to our community's needs. The governor had met with the Oregon Mayors Association President, presidential elect, and LOC and the governor is willing to continued conversations about the OMA proposal for the annual funding of \$50,000 and the affordable housing. Even though the governor has already presented her budget and it is not included in it. Our goal now is to convince the legislative to include it in the budget. Mayor Hunt had asked for funding from our representative Greg Smith for our downtown area. He was very receptive to that and requested information on our budget. Mayor Hunt and Bill will be working on that.

Industrial Lot Lease to Own: A special meeting took place before the regular city council meeting discussing the industrial lease to own lot. The consensus of the council was to move forward with the city attorney's recommendation.

NEW BUSINESS:

Landlocked Lot- Chase Misener:

Chase Misener owner of the surrounding property has raised interest and concerns of the landlocked lot. The landlocked lot was previously the City of Fossil's wastewater plant which was demolished in the 90's. His concerns with the lot include hazardous materials such as cement, rebar, barbwire, chicken wire, etc. In addition, it is a fire hazard due to low maintenance of weeds and grasses in the close proximity to his barn. The property has been previously listed with a minimum bid of \$8,000 which resulted in zero bids. Mr. Misener has requested that the price be reconsidered as the lot is landlocked, in a floodplain, and contains considerable hazardous materials. The consensus of the council is to seek guidance from the attorney regarding if a minimum bid needs to be placed. Bill will post the ad in The Times-Journal regarding the lot.

Urban Forester: Mayor Hunt has reached out to Urban Foresters from Bend for a quote on the cost of planting trees down Main Street and First Street. The City of Fossil in prior council meetings, has allocated \$10,000 toward City of Fossil Beautification which includes the purchase and install of the trees.

Urban Foresters had sent a proposal letter (please see the attachment). He estimates the total time of the project will take a minimum of 10 hours with a maximum of 16 hours x hourly rate \$95 per man hour. The cost estimate will be between \$5,245 - \$6,780. This price includes the cost of their equipment, transportation of soil and trees, the soil amendment, and the time for the project which includes drive time. The trees and the grates would be purchased directly by the city. We will assist in coordinating and sourcing all plant efforts. His recommendation to the city is to use its own employees for certain aspects of project as it will be cost beneficial to the city. Boe with Urban Foresters, visited Fossil earlier that day and will be looking into tree suggestions that will best thrive in those locations. Councilor Macomber made the motion to move forward with Urban Forest tree service and the project to plant trees downtown for our beautification project, Councilor Burlingame seconded the motion. Motion passed by unanimous vote (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, Councilor MacInnes, no: none).

BizOregon Information: Attached is a form of showing the proposed budget for the ASR project which we use as a reimbursement request. Once the project is complete, we close out the project and setup payments to start paying back the loan.

Planning Committee Updates: Ordinance 287 has been the livestock ordinance that banned swine. Ordinance 426 was passed by City Council in 2004 that repealed the livestock ordinance. 4-H is working with the school to start a school farm that would allow 4-H members to raise animals for fair that would

this would be short term from March- August in the future. At this time there is no facility. As far as the record shows there is no current livestock ordinance in place.

A planning meeting was held prior to city council. The planning committee will move forward with establishing a downtown core and defining that core. The core will be the commercially zoned buildings that will abide by the commercial zoning standards. As many residential homes are zoned commercial currently the planning committee is looking to draft an ordinance that they will abide by residential zoning standards as rezoning fees will be too costly for the city.

In addition, the planning committee is working on commercial structure housing, currently housing is only allowed above the business. The committee is working on that to include livable space attached behind, above, or below the front of the business has to remain commercial. Example 50% of the ground floor has to remain as a commercial business. The planning committee ruled in favor of allowing shipping containers in the industrial park but will not be permitted in the residential and commercial zones.

Planning Committee 7th Member Application: Herb Winters wrote a letter of interest to serve on the planning committee as a 7th member. Councilor Burlingame moved to accept Herb Winters as a member of the planning committee, Councilor Milligan seconded the motion. Motion passed by unanimous (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, Councilor MacInnes, no: none).

ACTION ITEMS:

REPORTS:

Councilor Macomber: Recently attended a meeting with the cemetery in regards of the cemetery transition of operations. It will remain as volunteer ran but the city will look over the finances. Museum of Natural and Cultural History will be joining the library on July 12th, 2023. After John Meyers passed the background check the library is eager with city council approval hire John Meyers as the computer teacher starting March two days a week for one hour a day. The funding for the computer assistant is funded through a grant. Councilor Milligan made a motion to approve John Meyers as the computer instructor, Councilor Macomber seconded the motion. Motion passed by unanimous (aye: Councilor Milligan, Councilor Burlingame, Councilor Macomber, Councilor MacInnes, no: none). Councilor Macomber read the Letter asking for the annual donation for the cemetery operations costs.

Councilor Milligan: Attended the City of Fossil tour and discussed the water/sewer systems. He thanked the public works for what they do as the systems can be very complicated.

Councilor Burlingame: No update.

Councilor MacInnes: Attended the City Day at the capital and introduced Mayor Hunt to people she knew. Those who attended city day were excited to meet Mayor Hunt. Councilor MacInnes will be traveling to Washington DC with the LOC in hopes of making connections and receive more resources. Happy Birthday to Bill and Lea as birthdays are the following week.

Mayor Hunt: Attended LOC City Day as discussed previously. She had also attended the elected essentials and mayors' workshop in Kaiser. On her way home from returning from the elected essentials she picked up our 2/3 gateway signs which are on display at the city shop. The third sign should be completed by the

end of the month. She met with Boe who gave the Urban Forester proposal. She scheduled a work session on March 9th at city hall at 5:30 pm to go over the rules and procedure for city council.

Public Works: Smart cover was installed today at lift station 1 which is the onsite call out system which is now up and running.

City Recorder: I passed around the OMA Newsletter has a featured headline of Fossil. I had attended an educational course that added a cmc credit to my record. I was granted a scholarship in the amount of \$400 from IIMC to go to professional development in June. City Hall will remain closed from February 16th-24th. The attorney will be reviewing the information from the auditors and I should receive a response at the end of the month. I will attend budget classes beginning March. Frontier Chamber of Commerce will be holding their membership meeting February 23rd at the Chamber headquarters.

Ordinance Officer: Absent and no report.

COMMUNITY ISSUES/CONCERNS:

Melanie Sperry: Little League signups are happening at the school and the school is and trying to get enough children to have a team in Fossil.

Launa Wing: She has a landlocked lot and voiced that the City of Fossil may be interested providing a rental area on a back lot. The start of the process would be to move forward with a discussion with Bill and the planning department.

Jackie Brown: Jackie asked if 4-H is discussing market animals? Amy Derby answered yes at this time. Jackie Brown is now Friends of Fossil Library Chairperson.

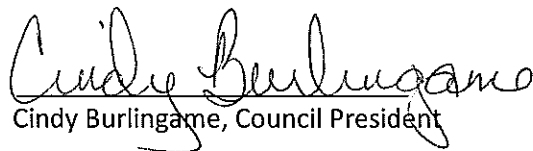
Meeting adjourned at 8:09 PM.

March 14th, 2023

Approved



Terri Hunt, Mayor



Cindy Burlingame, Council President