

City of Fossil
Jeanne Burch Building
March 12th, 2024

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

Council Present: Chad Macomber, Cindy Burlingame, Julie Knox-Lyon, Carol MacInnes via Zoom.

Staff Present: Lea Moyer, Bill Potter,

Community Present: Brad Baird, Dan Meader.

Approve/Amendments to Agenda:

Councilor Burlingame made a motion to approve the amended agenda adding Library Director and Ambulance Grant Proposal under action items. Councilor Knox-Lyon seconded the motion. Motion passed by unanimous vote (Aye: Councilor MacInnes, Councilor Macomber, Councilor Knox-Lyon, Councilor Burlingame).

CORRESPONDENCE:

Attached is a residential complaint.

OLD BUSINESS:

Anderson-Perry Project Update: The bid results came in as listed. During this process, after the bid tabulation the lowest bidder is awarded. After council makes the motion to move forward with notice of intent award, other bidders have 4 weeks to make a rebuttal. From that point on the project will begin mid-April and is estimated to be completed mid fall. The electrical, however, may be delayed due to the back order of parts. With the bid total being doubled from the original estimated costs. The City of Fossil will have to increase the water rate by \$5.00 and lower the allotted gallons from 10,000 gallons to 7,500 gallons to be funded from BizOregon for this loan. Councilor Macomber made the motion to award Eastern Oregon Contracting LLC for the ASR project, Councilor Burlingame seconded the motion. Motion passed by unanimous vote (Aye: Councilor MacInnes, Councilor Macomber, Councilor Knox-Lyon, Councilor Burlingame).

Planning Committee Updates: None.

Ordinance 417A: Dan Meader gave an introduction as the City of Fossil contract planner with Tenneson Engineering. Dan discussed the permitting program with the temporary RV ordinance. Dan would recommend that the city proposed to do an Ordinance rather than redoing the zoning ordinance as it extends the process of making adjustments to the Zoning and will save the city costs. The City of Fossil will gather together April 4th at 5:30 pm to discuss the potential changes to the RV ordinance.

Metal Business signs: The signs are still in the process of being made and the city has received 21 business owners that have purchased a sign.

Parks Grant: The grant that Alex Logan and Jen Homer are working has a filing date of April 1st, 2024. If they are applying for the \$100,000 grant then a 20% match is needed whether or not that is in kind, cash, or labor. Mayor Hunt would like to propose the idea of utilizing the \$10,000 from the splash pad funds to match ½ of the match of funds. The City of Fossil also received in kind from the county and the Fossil School District for the Park Grant if the City of Fossil receives funding. The council would like to request an itemized list of in kind before proceeding with matching funds. The City Council will meet prior to the deadline of April 1st, 2024.

NEW BUSINESS:

Safety Deposit Box: The City of Fossil has found out that they will need to drill the safety deposit box and potentially reopen another box if necessary. Councilor MacInnes made the motion to approve the drilling of the safety deposit box, gather documents, and potentially reopen a box. Councilor Macomber seconded the motion. Motion passed by unanimous vote (Aye: Councilor MacInnes, Councilor Macomber, Councilor Knox-Lyon, Councilor Burlingame).

Fee Schedule: The City of Fossil has had frequent issues with obtaining/extending water disconnect fees. Lea would like to make the recommendation to increase the disconnect fee from \$25 to \$50 and impose a late fee of \$25 if a request is made to extend the due date.

Ambulance Grant Proposal: The Ambulance Board was asked to write a proposal to the North Wheeler County Health District. This proposal was to include the request for support with grant funding for EMT Training. Attached is the Ambulance proposal. Councilor Knox-Lyon made the motion to move forward with the Ambulance proposal, Councilor Macomber seconded the motion. Motion passed by unanimous vote (Aye: Councilor MacInnes, Councilor Macomber, Councilor Knox-Lyon, Councilor Burlingame).

Lift Station 2 Pump Problems: Due to the Lift station having pump problems, public works have been in every weekend pumping out the lift station and would really like to move forward with the purchase of the pump station.

Ambulance Rates: Councilor Macomber made a motion to retro the Ambulance Billing to June 2023, Councilor Knox-Lyon seconded the motion. Motion passed by unanimous vote (Aye: Councilor MacInnes, Councilor Macomber, Councilor Knox-Lyon, Councilor Burlingame).

Kendall Derby- Industrial Lot: The City of Fossil will proceed with contacting the attorney and moving forward with his advised direction.

ACTION ITEMS:

Resolution No. 460 Making Necessary Transfers within the Water Fund: Lea read resolution no. 460 in full. Making the necessary transfer in the water fund. Councilor Knox-Lyon made the motion to adopt resolution no. 460 making necessary transfers within the water fund, Councilor Burlingame seconded the motion. Motion passed by unanimous vote (Aye: Councilor MacInnes, Councilor Macomber, Councilor Knox-Lyon, Councilor Burlingame).

Appoint the budget officer and approve the budget calendar: Councilor Burlingame made a motion to appoint Lea Moyer as the budget officer and approve the budget calendar, Councilor Knox-Lyon seconded the motion. Motion passed by unanimous vote (Aye: Councilor MacInnes, Councilor Macomber, Councilor Knox-Lyon, Councilor Burlingame).

Library Administrator: Mayor Hunt would like to make the recommendation to hire Anne Mitchell for the Library Director position. No motion was made to hire Anne Mitchell. Councilor Burlingame, at this time was not comfortable moving forward without an executive session. The City Council would like to schedule the executive session March 20th, at 5:30PM.

REPORTS:

Councilor Macomber: No update.

Councilor Burlingame: Councilor Burlingame will be out of town and would like to request Councilor MacInnes become supervisor over City Recorder while she is absent.

Councilor Knox-Lyon: The Cemetery just sent out the annual donation flyer to the residents.

Councilor MacInnes: Councilor MacInnes is attending the congressional day at the capitol. Councilor MacInnes is also making connections and networking. She has been working with ACE discussing the lower income housing and additional funding from Merkley.

Mayor Hunt: Mayor Hunt has received \$2,000 from Wheeler County and the Fossil School district in donations for the digital message board. Mayor Hunt is also applying for the Heritage Cultural grant which its allotted amount is \$1,000.

Public Works: Public Works will be attending Short School from April 7-10th. Chris Stanley will be doing the checks while they are absent. Bill recently applied for a rural fire department grant for \$35,000 for staffing. The grant money could be put towards calls, training, and maintenance. 10% of those funds could be put toward administrative fees. If approved, funding would be sent in June and would need to be used by the end of October.

City Recorder: OAMR conference April 17th – April 19th. LOC Conference the April 24th – April 27th. Statement of Economic Interest is due by April 15th.


Ordinance Officer: Deputy Hines has handled the correspondence and recently opened two new cases. Although the City of Fossil does not have an animal ordinance the City of Fossil still has a nuisance ordinance. If you have any complaints for ordinance complaints it can be emailed to patrol@co.wheeler.or.us.

COMMUNITY ISSUES/CONCERNS:

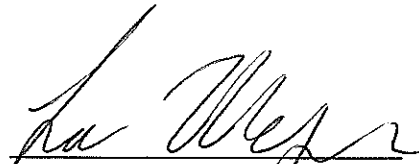
Meeting adjourned at 9:00 PM.

April 9th, 2024

Approved



Terri Hunt, Mayor



Lea Moyer, City Recorder

