

MEETING MINUTES  
Jeanne Burch Building  
May 9, 2023

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

**Council Present:** Chad Macomber, Cindy Burlingame, Carol MacInnes.

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

**Community Present:** Susan Moore, Marsha Holly, Julie Knox, Sally Potter, Melanie Sperry, and Kaylee Griffith.

**Approve/Amendments to Agenda:** Councilor Macomber made a motion to approve the May 9<sup>th</sup> agenda as amended adding Bluegrass Street Closures under old business, and Library Funding and OLCC Permits under new business. Councilor Burlingame seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

**Approval of April 11<sup>th</sup> City Council Meeting Minutes:** Councilor Burlingame made a motion to approve the April 11<sup>th</sup> City Council Meeting Minutes, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

**Approval of April 17<sup>th</sup> Work Session Meeting Minutes:** Councilor Burlingame made a motion to approve the April 17<sup>th</sup> Work Session Meeting Minutes, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

**Approval of bills from April 8<sup>th</sup> to May 5<sup>th</sup>, 2023:** Councilor Burlingame made a motion to approve the bills from April 8<sup>th</sup> to May 5<sup>th</sup>, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

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

CORRESPONDENCE:

OLD BUSINESS:

**Anderson-Perry Project Update:** Work Session on May 15<sup>th</sup> with Brad.

**Industrial Lot Lease to Own:** Mayor Hunt read the letter by the attorney. City of Fossil agreed to move forward in the attorney's direction.

**Landlocked Lot:** Bill Potter turned the information over to the attorney as it was suggested by a realtor. John Hankins is working on a title report and moving forward the attorney will handle the process.

**Planning Committee Updates:** Kirk Fatland gave the city the staff report on ordinance 450 & 451.

**Downtown Beautification Project:** Councilor MacInnes had mentioned last meeting to bring ideas for planting pots to this meeting. Councilor MacInnes found sheep troughs that were not super deep to place through town that the average cost is \$149.00 each. Mayor Hunt recently visited a place located in Tumalo called Pottery House. They had suggested a neutral earth toned pots averaging between

\$300.00-\$400.00. Pottery House suggested utilizing a local nursery out of Madras who possibly would be able to plant the flowers at the cost of \$70 per pot. Councilor Macomber voiced using local wildflowers in the pots. The City Council decided to purchase six pots as long as it falls within the budget.

**Cellphone Stipend:** The City of Fossil employee handbook did not include information regarding a cell phone stipend. Mayor Hunt would like Eddie Potter to receive a \$20 a month cell phone stipend. Councilor MacInnes made a motion to add cell phone stipend to the city employee benefits into the handbook for the employees not provided a phone, Councilor Burlingame seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

Councilor MacInnes made a motion to pay Eddie Potter a cellphone stipend retroactive January, 2023, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

**Bluegrass Street Closure:** Mayor Hunt previously discussed street closures for the Bluegrass Festival. Councilor Burlingame made a motion to approve the street closures as presented by the Bluegrass Committee, Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

#### NEW BUSINESS:

**Council Vacancy:** Councilor Milligan resigned from council effective April 27<sup>th</sup>, 2023 due to has medical reasons. The City of Fossil will post the Vacancy in the newspaper, City of Fossil Website, and flyers through town with a deadline of June 12<sup>th</sup> to write letters of interest.

**LOC Training:** Kathryn Greiner posted an invite for a LOC training with Patty Mulvihill. City Council is welcome to attend Thursday, June 1 in Condon.

**Add/Remove Signatures from BEO:** Due to the council vacancy, the city will need to remove Timothy Milligan from the BEO accounts and add Carol MacInnes. Councilor Burlingame made the motion to remove Timothy Milligan from the BEO account, add Carol MacInnes to the BEO account as a signer for all accounts and the city deposit box, the signers will now be Carol MacInnes, Terri Hunt, Chad Macomber, and Lea Moyer. Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

**OCF Library/Parks:** Mayor Hunt read the OCF closure letter. Councilor MacInnes made a motion to dissolve the City of Fossil Endowment Funds through OCF and to be placed back into the parks and library Fund, Councilor Burlingame seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

**OLCC Permits- Kaylee Griffith:** Councilor MacInnes made the motion to approve KC's Country Value OLCC Permits for the Fossil Fridays and the Wheeler County Fair & Rodeo, Councilor Burlingame seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

**Library Funding:** The City of Fossil prior to the City Council Meeting had a work session to discuss the library funding. Previously the library has found funding through grants for the librarian payroll for the past two years. The City Council with the dissolution of the Library OCF account has agreed to annually use \$10,000.00 of the OCF fund for Library Payroll till the library can find something more sustainable. The council noted to the budget officer that the city council will not be putting any additional funding in for library payroll expenses into the upcoming fiscal budget. The estimated dissolution for the OCF Library Endowment Fund is \$47,400.00 and OCF Parks Endowment Fund \$20,200.00.

**ACTION ITEMS:**

**Ordinance No. 450 & 451: First Reading:** Councilor MacInnes made the motion to approve Ordinance 450 & 451 recommended by the planning commission; Councilor Macomber seconded the motion. Motion passed by unanimous vote (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none). Kirk Fatland read Ordinance 450 & 451 in full.

**Adopt Resolution No. 452 Necessary Transfers within the Sewer Fund:** Mayor Hunt read Resolution No. 452. Councilor Burlingame made the motion to approve Resolution No. 452 making necessary transfers within the sewer fund, Councilor Macomber seconded the motion. Motion passed by unanimous vote. (aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

**Adopt Resolution No. 453:** A resolution to dissolve the OCF accounts: Mayor Hunt read Resolution No. 453 in full. Councilor Macomber made a motion to approve Resolution No. 453 a resolution to dissolve the OCF Accounts, councilor Burlingame seconded the motion. Motion passed by unanimous vote (Aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

**AED Purchase Request:** The Ambulance Board has two recommendations one being the Stryker and LP 15 with the Lucas device or the Zoll. The recommendation from the Ambulance Board was to go with the Stryker LP 15 and the Lucas device for \$ 64,127.01. Councilor MacInnes made the motion to approve of the purchase for the Stryker LP 15 and Lucas device based off the recommendation from the ambulance board, Councilor Burlingame seconded the motion. Motion passed by unanimous vote (Aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none). Councilor MacInnes wanted to say Thank you to the EMT volunteers and the Ambulance Board as the ambulance is self-sufficient.

**Tree Service Quote:** Lindsey Land Tree Service quoted the City of Fossil between \$1,000-\$1,500 for removal of the tree in the pocket park and grinding the limbs. Councilor MacInnes made the motion to approve the Tree Service Quote for removal of the pocket park tree, Councilor Macomber seconded the motion. Motion passed by unanimous vote (Aye: Councilor Macomber, Councilor MacInnes, Councilor Burlingame, no: none).

**REPORTS:**

**Councilor Macomber:** Councilor Macomber thanked Susan Moore and the ambulance board for her service as an EMT for the city and her patience as he learns his role as a council member and the professional input.

**Councilor Burlingame:** The cemetery had a complaint regarding animal waste and requested a dog sign with waste bags to be placed at each cemetery. It was discussed potentially drafting a letter to the editor to remind citizens to be considerate of their animal's waste.

**Councilor MacInnes:** She attended the LOC Conference at the end of April and was able to network with many individuals. The affordable housing ask is not dead currently. The LOC Board Meeting Monday and many strategies were discussed. During the LOC conference she met Brian Ginny with the department housing and urban development who will be here Wednesday May 10<sup>th</sup>. The building would be affordable low-income housing.

**Mayor Hunt:** Matt Davis is looking for a council member to be a liaison with the Economic Development and ask if anyone was interested. She attended the LOC Conference and the Mayors workshop. There was a lot of good general information for cities but did not necessarily pertain to smaller rural cities such as Fossil. Senator Merkley recently had a town Hall Meeting in Fossil and Mayor Hunt was his MC. Senator Merkley sent a thank you letter for her assistance. Concerns during the town hall meeting were the lack of housing, childcare, and the need for volunteers. Three citizen complaints were received this week; one being dog doo at the cemetery, animals inside city limits not being taken care of properly, and alleyway complaint. Lea recently created a complaint folder at city hall.

**Public Works:** Will be working on cutting the sidewalks next week for preparation for the tree installation. There has been lots of moisture so lots of mowing is happening during this time. Bill and Eddie will be trying to install a gateway sign on Wednesday or Thursday this week by the IOOF Cemetery. The annual consumer confidence report with the fluoride notice for well three is out and available to the public and on the City of Fossil Website. The Cemetery will be mowing this week and putting flags up for memorial weekend. There was a lot of rain water this week to cause flooding in parts of town and culverts. The following week will be a busy week with the tree removal, community clean up the 18<sup>th</sup>, and the tree installation preparation. USDA will have their compliance review site inspection on the 18<sup>th</sup> after the cleanup.

**City Recorder:** The City Recorder received a scholarship in the amount of \$725 to cover the registration costs of the professional development in June. This will also be combined with the \$400.00 received from IIMC. I will be attending professional development June 3<sup>rd</sup> to June 9<sup>th</sup>. Community Clean Up Day is May 18<sup>th</sup> and the Budget Committee will meet this Thursday May 11<sup>th</sup> at the Jeanne Burch Building at 5:30 pm.

**Ordinance Officer:** Absent and no report.

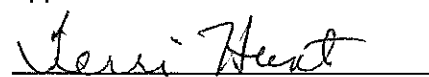
**COMMUNITY ISSUES/CONCERNS:**

A community concern was addressed that the City of Fossil website does not disclose the time or place of the city council meetings. Lea will look into that.

Meeting adjourned at 8:29 PM.

June 13<sup>th</sup>, 2023

Approved



Terri Hunt, Mayor



Lea Moyer, City Recorder