



Falls City Oregon City Council Meeting

Monday, November 14, 2022 at 6:00 pm

Meeting Location

320 N Main St • Falls City, OR 97344

How to Attend and/or Participate

1. In Person: 320 N Main St. Falls City, OR 97344
2. Call-in: a. 1-253-215-8782 b. Meeting ID: 878 7406 4319
You will be muted but may “raise your hand” to indicate you wish to comment.
3. Web Application: Zoom Webinar <https://us06web.zoom.us/j/87874064319>
You will be muted but may “raise your hand” to indicate you wish to comment during Public Comments.
4. Write-In: Using regular mail or email. a. info@fallscityoregon.gov; 299 Mill St. Falls City, OR 97344

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1. CALL TO ORDER & ROLL CALL

Mayor TJ Bailey, Council President Houghtaling, Councilor Nick Backus, Councilor Martha Jirovec, Councilor Tony Meier, Councilor Dennis Sickles, Councilor Lori Jean Sickles

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS, APPOINTMENTS, APPRECIATIONS, & PROCLAMATIONS

4. PUBLIC COMMENTS & LETTER COMMUNICATIONS

In order to encourage an environment of openness, courtesy and respect for differing points of view, please refrain from behavior that is disruptive to the meeting such as making loud noises, clapping, shouting, booing, or any other activity that disrupts the

orderly conduct of the meeting. Abusive language will not be tolerated.

Please limit your commentary to 3 minutes or less.

5. PUBLIC HEARINGS

Public comment will be allowed in items appearing on the section of the agenda following a brief staff report representing the item and action requested.

6. CONSENT AGENDA

a. October 10, 2022 Minutes

Attachments:

- **Minutes** (2022.10.17_Council_Minutes.pdf)

7. REPORTS OR COMMENTS FROM MAYOR AND COUNCIL MEMBERS

a. Mayor's Report

b. Councilor Comments

c. Park & Rec Committee Report

Attachments:

- **Park & Rec Minutes** (2022.10.19_Park_Board_Minutes.pdf)

d. Public Works Committee Report

Attachments:

- **Public Works Minutes** (2022.10.27_Public_Works_Minutes.pdf)

e. Historic Landmark Committee Report

Attachments:

- **Historic Landmark Minutes** (2022.10.11_Landmark_Minutes.pdf)

8. REPORTS FROM CITY MANAGER & STAFF

a. Falls City Fire Report

Attachments:

- **Staff Report** (2022.10_FCFD_October_Staff_report.pdf)
- **October Calls** (2022.10_FCFD_October_Calls.pdf)

b. Polk County Sheriff's Report

Attachments:

- **October Calls** (2022.10_Sheriff_Report.pdf)

c. Falls City Public Works Report

Attachments:

- **October Report** (2022.10_Public_Works_Report.pdf)

d. City Manager's Report

Attachments:

- **Manager's Report** (2022.11.14_Monthly_Manager_s_Report.pdf)

9. GOOD OF THE ORDER

10. ADJOURN

Posted for Public at Frink's Hardware, City Hall Bulletin Board, Community Center, & Falls City Website

Contact: Jeremy Teal, City Recorder (jteal@fallscityoregon.gov 503.787.3631) | Agenda published on 11/09/2022 at 10:44 AM

FALLS CITY CITY COUNCIL		MONDAY, OCTOBER 17, 2022	
The Falls City City Council met in regular session on Monday, October 17, 2022 at 6:00 p.m. in the Community Center located at 320 N. Main Street			
Council Members Present: Councilor Nick Backus via Zoom, Councilor Martha Jirovec, Councilor Tony Meier, Councilor Dennis Sickles, Councilor Lori Jean Sickles. Council President Amy Houghtaling was excused.			
Staff Present: City Manager AJ Foscoli, City Recorder Jeremy Teal			
AGENDA		ACTION	
Announcements, Appointments, Appreciations & Proclamations		There were none.	
Public Comment		There were no comments.	
Public Hearing			
Mayor Bailey opened the public hearing at 6:10 p.m. regarding HD22-01 – Hardship for 141 Bridge St.			
Staff Report		Mr. White gave a brief staff report regarding the hardship application, the criteria and the seven conditions for the placement of a manufactured home at 141 Bridge Street.	
Councilor Questions		Councilor D Sickles asked if the existing septic tank was large enough to handle the second home on the property. Mr. White explained the septic tank was adequate for the additional temporary dwelling.	
Applicant Report		Patricia Davenport, 141 Bridge St. noted after the approval from the city they could take everything to the county for permits and approval through the sanitarian.	
Councilor Questions		There were none.	
Mayor Bailey closed the public hearing at 6:12 p.m.		It was moved by Council D Sickles to adopt HD 22-01, subject to the conditions above based on findings in the staff report in response to the applicable approval criteria. The motion was duly seconded by Councilor Meier and carried with a roll call vote of 5-0 with Councilors Backus, Jirovec, Meier, Sickles, and LJ Sickles voting YES.	

	<p>Mayor Bailey reported the neighbor across from the Mill Lot notified him of three lifted trucks doing donuts in the lot. He mentioned that he asked for video or license plates and the neighbor stated he would try. Mayor Bailey noted that winter was coming and safe routes to school should be a priority. He also noted that an emergency action plan should be put together for no water or power. Mayor Bailey declared that after the November election he would like to deliver a State of the City address.</p> <p>Mayor Bailey thanked Mr. Foscoli and Mr. Teal for the new Council setup.</p>
Adjourn	There being no further business the meeting was adjourned at 6:53 p.m.
<p>Read and approved this ____ day of _____ 2022.</p> <p>Mayor: _____</p> <p>ATTEST:</p> <p>City Recorder: _____</p>	

Parks and Recreation Committee Meeting
October 19, 2022
Falls City, Oregon

The meeting was called to order by Dani Haviland in the Falls City Community Center on October 19, 2022, at 6:05 PM. In attendance were Dani Haviland, Dennis Sickles, Lori Jean Sickles, Laura Britton, and Georgie Dayton-Jackson. A quorum was present. Pledge of Allegiance was said.

Lori Jean moved and Georgie seconded a motion to adopt the entire agenda and accept the minutes from the June 15, 2022 meeting. Accepted unanimously.

There was no public comment.

Old business: Skate Park Update

The park is currently waiting on a topographical map so American Ramp Company can move forward with their design. Can deposit income is ongoing and successful. Also, we asked that any grant opportunities be forwarded to the Skate Park committee (Mayor T.J. Bailey).

Georgie said she'd like to actively solicit kids to be involved in the Skate Park project. We discussed the problems with liability, but it was agreed the community youth (and anyone else) could help with site cleanup and 'go-fer' duties.

New business:

a. Porta Potties at Lower Park: There is a need for the return of portable toilets to the Lower Park. It is suggested this be done in mid-April or whenever the weather breaks. The idea of locking the toilets at certain times of day was discouraged because 'nature calls' weren't scheduled. This recommendation for their return to the Lower Park is for the City Council agenda so it's not forgotten.

b. Temporary Park Signage: The group discussed signage for the Skate Park project. It was decided that a banner with the information would be on one side with a spot for volunteers to add their names on the front and the reverse side. This would hopefully encourage others to help, become emotionally and physically active in, the project.

C. Arbor Day 2023: Dennis advised us that with the tree planting earlier this year at the Lower Park (behind the City building) we are maintaining our Tree City USA status. It was discussed removing the Weeping Mulberry tree in front of The Clinic and replacing it with a

clone of 'The Clinic' fig that was removed earlier this year. The current mulberry is reverting to its root stock and growing upright. It is also sterile. Many complaints have been made about the loss of the old fig tree. Replacing this tree would also be in line with establishing a Permaculture environment, helping to feed the community. The mulberry would have to be professionally removed. Because the new fig tree is small (three-years-old), it can be planted by volunteers. It is also an opportunity for a small celebration, if only a note in the monthly newsletter. The vote to remove the tree was three in favor (Dennis Sickles, Georgie Dayton-Jackson, Dani Haviland), one opposed (Laura Britton), and one abstention (Lori Jean Sickles). This matter is being forwarded to the City Council for consideration.

d. SOLVe Event: Parks and Recreation would like to find out if the annual SOLVe Little Luckiamute River Cleanup is a mandated event by the DEQ. Does it have to be done every year? This would need to be researched by the City Office.

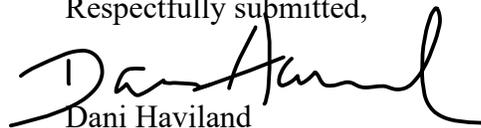
e. Flowering Main Street: Laura Britton brought up the maintenance needs required for keeping up with the marigolds she and members of Falls City Thrives planted this spring on the curbs and one of the bump outs on North Main Street. This proved to be a lot of work. The pots that were set in front of several locations were well-maintained by the occupants of the properties they were set on. Dani mentioned that large pots did better if they weren't black, that the plants were cooked in place. The consensus was that we'd stick to having potted plants set and maintained by private entities. No discussion needed by City Council unless they have input.

f. Upcoming events: Adding a parade to the Pride Event was discussed as we had for the Let Freedom Ring Memorial Day event several years ago. Since this is a 'grandfathered' annual event, all involved wanted to know if we needed to file new paperwork to include the parade.

Dani Haviland moved and Lori Jean Sickles seconded for the meeting to be adjourned.

Adjourned at 6:45 PM.

Respectfully submitted,


Dani Haviland

City of Falls City
Public Works Committee Meeting
Thursday October 27, 2022 6:00PM
Meeting Location: 320 N. Main Street

Committee Members Present

Mike McConnell, Tony Meier, Gordon Hanson, Guy Mack

1) Call to Order

Chair McConnell called the meeting to order at 6:07 PM, took roll call.

2) Pledge of Allegiance

Chair McConnell led the Committee in the Pledge of Allegiance.

3) Motion to Adopt the entire Agenda

Member Meier moved and member Hanson seconded: **that we adopt the entire Agenda.** Motion carried 4-0-0 Ayes. Mike McConnell, Tony Meier, Gordon Hanson, Guy Mack.

4) Consent Agenda: Motion Action Approving Consent Agenda Items

Chair McConnell moved and member Mack seconded: **that we approve Consent Agenda Item, PWC Minutes August 25, 2022** Motion carried 4-0-0 Ayes. Mike McConnell, Tony Meier, Gordon Hanson, Guy Mack.

5) Public Comment - None

6) New Business

A. Football Field Update - FYI

Chair McConnell sketched a diagram of the football field drain field and explained the work performed by A Pederson Plumbing. The Committee thanks the City for the update, the explanation of work performed, financial implications and information on the scheduled beginning and completion dates of the new water treatment plant (lagoons).

7) Old Business - None

8) Correspondence, Comments and Ex-Officio Report

The PWC requests that City Staff notify Committee members by email with the PWC packet with time and date of meeting prior to actual meeting.

9) Committee Announcements

Next meeting to be determined.

10) Adjourn

Member Mack moved and Chair McConnell seconded: **that we adjourn.** Motion carried 4-0-0 Ayes. Mike McConnell, Tony Meier, Gordon Hanson, Guy Mack. Meeting adjourned at 6:33.

_____ Public Works Committee Chair McConnell

Attested: _____ Public Works Committee Member

City of Falls City
Historic Landmark Commission
Tuesday October 11, 2021 5:15PM
Meeting Location: 320 N Main Street Falls City

Commission Members Present

Amy Houghtaling, Mike McConnell, Bruce Garrett. Guy Mack absent

1) Roll Call

Chair Houghtaling called the meeting to order at 5:19 PM, took roll call.

2) Pledge of Allegiance

Chair Houghtaling led the Commission in the Pledge of Allegiance.

3) Motion to Adopt the entire Agenda

Member McConnell moved to add Grant Discussion to Old Business, member Garrett seconded. Motion passed 3-0-0 Ayes. Amy Houghtaling, Mike McConnell, Bruce Garrett.

4) Consent Agenda Motion Action Approving Consent Agenda Items

Member Garrett moved and member McConnell seconded to approve minutes for 12/20/22 and 09/21/22. Motion passed 3-0-0 Ayes. Amy Houghtaling, Mike McConnell, Bruce Garrett.

5) Public Comment - None

6) New Business - Review Falls City website History Page

Member McConnell informed Commission that he had talked with City staff about how the historical page was put on the website and was told that Done Poe, Athena City staff and former City Manager Mac did the work. Don Poe's mother was consulted. Member McConnell questioned the photos of the family going on vacation but not actual photos of Falls City. Athena said the page can be altered if needed. Member McConnell suggested that we discuss adding some photos and information of other prominent families.

7) Old Business

A. Grant Option Discussion Continued

At last meeting (09/21/22) Commission discussed applying for a grant to update our Historic Property Inventory and Registry, Member McConnell talked with Kuri Gill of the State Historic Preservation Office and she has a list of historians willing to assist Commission update our Registry and clear up a few dates such as Incorporation, etc. During their discussion they talked about the "Luckiamute Community Building" and Kuri Gill informed him that because the building is publically owned, every modification to building has to be taken to the Historic Commission and changes have to be submitted to the State of Oregon SHPO (State Historic Preservation Office) and approved by the State according to OR 358.653,

https://www.oregon.gov/oprd/OH/Documents/ORS_358653_factsheet.pdf

8) Correspondence, Comments and Ex-Officio Report

9) Committee Announcements

Next meeting to be determined. Chair Houghtaling will coordinate scheduling.

9) Adjourn

Member McConnell moved and Member Garrett seconded **we adjourn**. Motion carried 3-0-0 Ayes. Amy Houghtaling, Mike McConnell, Bruce Garrett. Meeting adjourned at 5:50.

_____ Historic Landmark Commissioner Chair Houghtaling

Attested: _____ Historic Landmark Committee Member

Council Report for November 2022 Meeting

Greetings everyone!

October was an odd month as far as calls go. For the first two weeks, we had no calls. Then the first day of the 3rd week, we had three calls within 30 minutes of each other. :-)

We had what could have become a serious wild land fire in the Valsetz area, where a small logging operation was in progress. A spark from a machine, (most likely from a saw blade hitting a rock), that caused the fire. The loggers quickly responded appropriately and also called the forestry and us. The fire was quickly put out, mostly only burning logging debris, and was less than an acre in size.

We also had a structure fire, that was quickly contained and put out, only damaging the bedroom area of the home where the fire originated. No other damages, or injuries were reported.

The Falls City Fire Association members were busy in October. For the first time since the Pandemic, we were able to resume our Public Education program with the grade school children and staff, October 27th. We had children from kindergarten through the 8th grade. This year's theme was "Plan your escape, fire won't wait!" We discussed the importance of escape routes, and how to drop low and crawl out to safety if there is smoke. All kids received age appropriate materials; Firefighter red plastic helmets, mini first aid kits, pencils and rulers with fire safety slogans printed on them, toy fire trucks.

They were able to see what firefighters wear when we respond to their house or school for an emergency, and what the respirators sound and look like so they are not afraid of us when we arrive. The were also able to climb all over the fire trucks, sit in the seats, run the lights and sirens, (always a big hit for the kids) and understand how important it is to stand back, out of the streets when they hear sirens or see a fire truck., ambulance or police car. Both the kids and staff enjoyed the 1.5 hr visit.

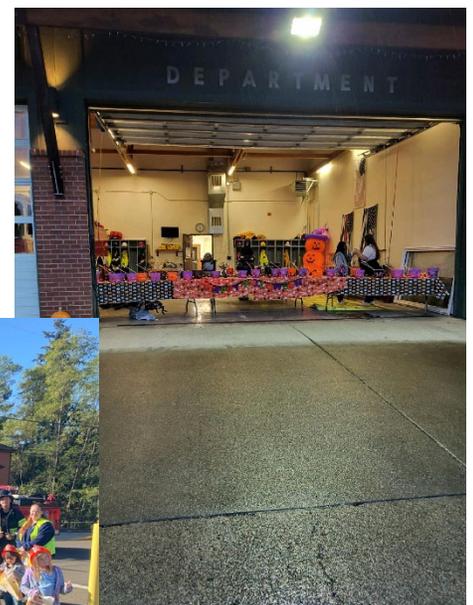
October 31st was also our big Halloween night. Following Pandemic rules for safety, we opened the big bay doors, and had the kids line up, 6 ft apart, to come up to the table of scary props, fun, prizes and treats. All treats were individually wrapped and packaged in Halloween plastic Buckets. There were giant friendly lighted pumpkins that talked, and scary huge spiders that moved from out under the tables. Prizes included glow sticks for night vision safety. Everyone was reminded to be aware of traffic, crossing the streets safely, and also to let parents check their treats before eating any of them.

We also provided hot coffee and hot apple cider for the older teens and parents. We estimated about 70 trick or treaters attended, plus the older teens and adults. This is always as much fun for the Volunteers as it is for the community children and families.

Of course, we are hopeful the community once again supports the FD with a renewed fire bond levy!

Wishing you all a great month,
a Blessed Thanksgiving, and
good health!
Sincerely,

The Falls City Fire Dept. Volunteers
By Sharon Volk Greve,
Assistant Chief



Call Volume for Falls City Volunteer Fire Dept. 2022 Calls (APR-DECEMBER)

2022 MONTH	MEDICAL	PUBLIC ASSIST	MVA	STRUCTURE FIRE	BURN COMPLNT	POWER LINE	SW CALLS FCFD RESPOND ON	SW ASSISTED FCFD CALLS	MO. TOTAL CALLS
APR	12	1	1	1	1	0	0	0	16
MAY	11	1	0	1 (SW Polk)	1	0	1	0	14
JUNE	14	0	1	0	1	0	1	0	16
JULY	4	2 false alarms	1	(RV) 1	2	0	0	0	10
*AUG	9	1		1 tree fire 1 car fire SW call	0	1	2 1 car fire 1 medical	0	14
SEPT	11 2 were SW	1	0	3 1 tree fire SW 1 tree fire park	2 1 City 1 SW	0	4 2 medical 1 tree fire 1 Burn comp	0	17
OCT	5	1 PCSO fight 1 gas leak	0	1 Bridge st	0	0	1 Forestry fire Valsetz	0	9
NOV									
DEC									
YR TOTALS									

Greetings everyone! I thought I would try the call volume report just a little differently, by displaying each month, so that you may compare monthly calls.

Let me know if this is more helpful.

Take care,

Sharon Volk Greve

Assistant Chief

Cell: (503) 871-5140

October 2022 Falls City Stats

Falls City Calls for Service							
Animal	7	Check Welfare	2	Follow Up	1	Stalking	1
Assist Other Agency	3	Crime (misc.)	1	Fraud	1	Stolen Veh.	2
Assault	2	Disturbance	1	Hit & Run	1	Susp. Activity	3
Attempt to Locate	2	Domestic Dstrb	1	Illegal Parking	1	Susp. Person	1
Burglary	1	Fight	1	Prowler	2	Susp. Vehicle	2
Citizen Contact	2	Fire/EMS	3	Runaway Juv	2	Theft	1
Civil	3	Found Property	1	Shots	1	Tow	1

Falls City Calls for Service	50	Of the FC Calls for Service	14	involved crimes	
Total Calls for Service (county wide)	1591	FC Cases Cleared by Arrest	0	0.0%	clearance
Falls City % of Total Calls	3.1%	Total Arrests in Falls City	1	2.0%	of total arrests

Total Service Calls (Polk County)	1591				
	118	Crimes Occ	Junvenile Arrests	5	(county wide)
Cases Cleared by arrest	46	39.0%	Juvenile Arrests	0	(Falls City)
Total Arrests (county wide)	51		(only true crimes reported here)		



City of Falls City

299 Mill St • Falls City, Oregon • 97344
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Public Works Report October of 2022

Administration

*Brian's last day was the 25th.
Larry's first day was the 24th.*

Water Division

Normal operations.

Sewer Division

The drain field operation started on the 6th and the field was restored by the 20th.

Streets Division

Normal operations.

Parks & Cemeteries Division

Normal operations.

Non-Sewer Wastewater Division (TMDL)

Meeting with Elizabeth on the 18th.



City of Falls City
299 Mill Street
Falls City, OR 97344
Ph 503.787.3631

City Manager's Report November 14, 2022

Introduction

In the last manager's report, I shared that we were getting ready to switch over our water intake from Teal Creek to Glaze Creek. What I didn't share at that time was that due to Jon Creekmore's twisted knee (prognosis is still up in the air), we had to call in one of our most recent employees to assist us in the switch over. If not for Brian Iott, a former employee who recently left our city staff, we would have had some very interesting logistical challenges to overcome. His willingness to assist us in this time of need is exemplary of Brian's upstanding character, so the city of Falls City was very appreciative of his availability. Not to be outdone, our newest employee, Larry Inman, is jumping in right from the get-go and is getting up to speed on all of the intricacies of the Public Works position right as the weather is going from very mild fall to blustery winter conditions. The sudden drop in temperatures will be challenging on our infrastructure but we will maintain the high level of service that the city is accustomed to receiving.

Wastewater Project – There are no concrete updates other than that I have been continuing to attend the regular meetings with the multi-organizational team putting together the ultimate application for financing through USDA-RD. I have worked hand in hand with representatives from both the local Council of Governments and Business Oregon for our latest CDBG grant application for construction funding, as well as the regional USDA representative for the USDA RD loan application for the remainder of the construction funds for the project. The current timeline is to sign all documents for both of these applications by the end of the calendar year, in order to have access to funds by early 2023 to go out to bid with our construction design. Since the city will still have to finance between \$.7 to \$1.1 million, work has continued to lobby both state and county organizations to bring that loan amount down as much as possible. This is with a view to begin looking at ways of financing the expansion of the wastewater system to encompass the entire city while there are still several infrastructure funding mechanisms in place at the federal and state levels.

Luckiamute Community Building – The business space has had yet another window broken, and repairs have been scheduled. We are looking at getting all of the Polk County grant dollars allocated to bringing the space to be as versatile for the community as possible by the end of the calendar year.

Note: If you have questions/concerns, please respond to me individually by email, phone, or in person. This way we avoid violating any public meetings laws with a "reply all" response, or multiple councilors discussing on the same thread.

Code Enforcement & Municipal Court – City staff has met with Polk County Sheriff’s Office staff to discuss ways to collaborate under the current IGA to keep code enforcement going while we reassess how to conduct the program without a dedicated staff person. There have been some cars towed on Main Street by Polk County after being tagged by their Community Service deputy. We hope that this will help to deter extended parking on Main Street, especially of inoperable vehicles.

Towing Services – Thanks to Polk County Community Service deputy and the vehicle tagged & towing, we hope that extended parking on Main Street, especially of inoperable vehicles will continue to decrease.

Radar Speed Signs – Though new Radar Speed Signs have been delivered to City Hall, to be installed on Main Street in the coming days, we had decided to hold off until after performing speed tests using Polk County equipment. Since the weather has turned treacherous due to very low temperatures, leading to freezing and snow, vehicles are starting to switch out to studded tires, and this is incompatible with the speed test equipment. This will lead to a decision having to be made between installing the Radar Speed signs in the here and now, and then performing speed tests in the spring or waiting to install them in the spring after we perform speed tests.

Emergency Escape Routes out of Falls City – City staff has reengaged Polk County Emergency Management staff about setting up meetings to discuss coordination of emergency escape routes. We are working on scheduling a meeting at the beginning of the year, to reconvene the group to work on a process for next year’s fire season.

Air Filtration Grant – Staff has been in contact with the Oregon Department of Human Services Wildfire Response in order to advance the grant application submitted earlier this year. The next steps in this application process will be to submit the follow-up application for all the buildings to be used as **emergency clean-air shelters**, (currently listed are the Community Center/Fire Hall Bays, Luckiamute Community Center, and City Hall) and submit them for air-scrubbing equipment. As there is currently a sizable inventory of the equipment, the city expects to receive most or all of its requested scrubbers within the next few weeks once the application is reviewed.

Community Center Roof Leaks – Staff has done a preliminary inspection of the roof above the Community Center, and there seem to be several small leaks that could filter rainwater through to the ceiling tiles. We have passed on this information to construction professionals to have a formal inspection done while there is a break in the weather. We hope to have an estimate of the repair/maintenance work as soon as possible.

Sincerely,

Aosuli