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City of Falls City  
City Council Meeting Minutes  
Monday March 08, 2021 6:00 PM  
COVID-19 Related Zoom Meeting

<https://zoom.us/j/91876982425?pwd=K1EzNkw5OTNlRVpyNVZnQldncE94QT09>

Call in #1-253-215-8782, Meeting ID: 986 5676 6387 Passcode: 585730

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**Council Present:** Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, T.J. Bailey.

**Staff Present:** AJ Foscoli, City Manager; Jamie Ward, City Recorder

**1. Call to Order and Roll Call**

Mayor Gordon called the meeting to order at 6:01 p.m. Clerk Ward took roll call.

**2. Pledge of Allegiance**

Mayor Gordon led the pledge.

**3. Motion to adopt the entire Agenda**

A motion was made by Councilor D. Sickles and seconded by L. Sickles to adopt the entire agenda.

An amended motion was made by Councilor T. Bailey and seconded by Councilor D. Sickles to add the addition of LOC training discussion after old business. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, T.J. Bailey

**4. Good of the Order**

None

**5. Announcements**

- a. Mayor Gordon appointed both Guy Mack and Mike McConnell to the Public Works Committee. Both Mr. Mack and Mr. McConnell currently sit as members on the Committee, this will renew their applications until 2024.

A motion made by A. Houghtaling and Seconded by Councilor T. Meier moves that the city council of the city of Falls City appoint both Guy Mack and Mike McConnell to the Public Works Committee. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, TJ Bailey.

**6. Community & Government Organizations**

- a. Public Works Report

No Comments

- b. Fire Report

No Comments

- c. Sheriff Report

No Comments

**7. Reports**

- a. Councilor D. Sickles added that the school has had a volleyball and football game but unfortunately, they can not have spectators.

Councilor T. Bailey said that the volunteers working on developing a Skate Park have deposited two different bottle drop deposits and as soon as those funds are released they will be put in Falls City Thrives 501-c3 bank account. That will be the first deposit made by the skate park volunteers.

- b. City Manager Foscoli read his managers report (see exhibit A)

Councilor D. Sickles asked if there were any community service crews that could help Public Works with storm cleanup.

City Recorder stated that the last time she called Polk County was not running crews due to COVID-19 restrictions.

City Manager Foscoli state that City Staff would reach out and try and contact them again.

Councilor Drill asked when the City was planning on sending the wastewater out to the Public for a vote.

Mayor Gordon stated that as of now City Council is not planning on seeking a levy because Council opted for the USDA loan option at the one stop meeting where council voted at the July 28, 2020 Meeting to direct city staff to write Resolution 20-20 a resolution authorizing the city manager to apply for, receive and administer a USDA rural development loan and grant package to fund construction of a new city wastewater facility. That Resolution passed 6-0-0-0.

- City Manager Foscoli brought to councils' attention a proposal from Kurk and Matesa Bathke (see exhibit B) for a drive-thru service coffee shop. The proposal would use the nurse's quarters and carport to be improved at their expenses. The business would be rent free until the business opens to the public then would move into a tier style rent program as business builds. City Manger Foscoli is asking council to suspend council rules for a one-time purpose of approving this business proposal without public notice.

A motion made by D. Sickles and Seconded by Councilor T. Meier moves that the city council of the city of Falls City suspended council rule under order of business and agenda item 4 for the purpose of the proposed business. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, TJ Bailey.

Mr. and Mrs. Bathke wanted to express their excitement for this new adventure and said that that they have been wanting to make the move out to Falls City for a long time.

Councilor D. Sickles asked if they had any idea of the overhead that could come to from moving to a smaller town.

Mr. Bathke stated that they had a very large overhead in Dallas and are very prepared for the slow start but have heard a lot of positive feedback already.

Councilor D. Sickles wanted to add to have AJ run the lease agreement by the mayor as a procedural caution.

A motion made by D. Sickles and Seconded by Councilor T. Bailey moves that the city council of the city of Falls City approve City Manager, AJ Foscoli to negotiate a lease agreement with the Bathke' s for a new coffee

shop. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, TJ Bailey.

- c. Mayor Gordon  
None

### 8. Consent Agenda

A motion was made by Councilor A. Houghtaling and seconded by Councilor T. Bailey to approve the Consent agenda items; January 11, 2021 meeting minutes, February 08, 2021 meeting minutes, February 17, 2021 meeting minutes and approval of the bills. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Dennis Sickles, ~~Cliff Linder~~, T.J. Bailey.

*Amy Houghtaling*

### 9. Public Comments

None

### 10. New Business

- a. Resolution 03-2021
- b. City Staff seeks council approval to apply for interim funding from Business Oregon as part of the USDA Rural Developments funding of the City's new wastewater facility. Resolution 04-2020 would give City Manager the authority to apply found accept Business Oregon's Water/Wastewater Financing Program, with \$50,000.00 coming by the way of a 7-year term, 1.06% fixed rate loan.

After council discussion a motion was made

A motion made by Councilor T. Bailey and Seconded by Councilor T. Meier that the City Council of the City of Falls City adopt RESOLUTION 03-2021, A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR, RECEIVE AND ADMINISTER BUSINESS OREGON LOAN AND GRANT PACKAGE TO FUND REQUIRED ASSESSMENTS FOR USDA RURAL DEVELOPMENTS FUNDING PACKAGE FOR THE CONSTRUCTION OF A NEW CITY WASTEWATER FACILITY. Motion carried 5-1-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, TJ Bailey. Nays: Jennifer Drill

- c. Resolution 04-2021 will allow the city to apply for and place a Resource Assistance for Rural Environment (RARE) Worker. The application deadline is April 02, 2021. The cost implication for the city would be \$23,500.00 for 11 months of employment.

A motion made by Councilor T. Bailey and Seconded by Councilor L. Sickels that the City Council of the City of Falls City adopt RESOLUTION 04-2021, A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A RARE CANDIDATE. Motion carried 5-1-0-0. Ayes: Lori Jean Sickles, Tony Meier, Amy Houghtaling, Dennis Sickles, TJ Bailey. Nays: Jennifer Drill

- d. Appoint City Manager AJ Foscoli as Budget Officer for fiscal year 2021-2022.

A motion made by Councilor A. Houghtaling and Seconded by Councilor T. Meier that the City Council of the City of Falls City appoint City Manager, AJ Foscoli, as the Budget Office for Fiscal Year 2021-2022. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, TJ Bailey.

- e. City Staff would like to add a new park host at the George Kitchin' Park (Upper Park). Travis Erwin, a local business owner has expressed interest in taking on this role. With his help the city can look forward to re-opening the park for residents and tourists. As a part of

Resolution 25-2017 Mr. Erwin will undergo a background check and upon satisfactory completion, he will begin his duties on behalf of the city. Mr. Erwin has completed the Volunteer Service Agreement for park host (see exhibit C)

**11. Old Business**

- a. Sean Dasso produces his business plan for council (see exhibit D).

Councilor A. Houghtaling stated he was thankful for the extra work done by City Staff and Mr. Dasso on producing this information and being patient with council on the required information they requested.

A motion made by Councilor A. Houghtaling and Seconded by Councilor D. Sickles that the City Council of the City of Falls City approve the Business License for Evergreen Instruction. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, TJ Bailey.

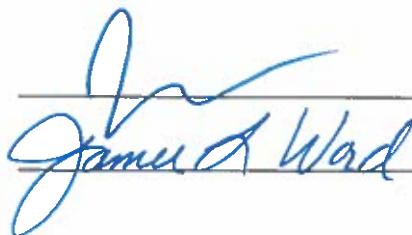
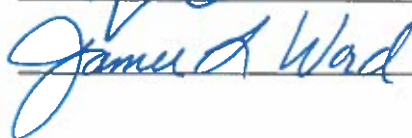
- b. 2021 Photo Contest had only one submission done by Jaiden Novasio. Miss. Novasio submitted five photos. City Council made the decision with a 4-2 vote to choose "serenity in the falls" votes were as follows.
  - L. Sickles – River
  - J. Drill- Ice
  - T. Meier- River
  - A. Houghtaling- Ice
  - D. Sickles- River
  - T. Bailey- River
- c. Councilor A. Houghtaling gave an update on the virtual LOC training she went to. She really appreciated how it was very black and white on what your jobs are and what your supposed to do. She felt it was very direct and clear guidance, they supported that with educational information.

Councilor T. Bailey really appreciated the principals of a team and how they went into details of that and the other was understanding and demonstrating teamwork. He felt it was good at looking at his own strengths and weaknesses are so he can work on those.

**12. Adjourn**

No motion made.

The meeting adjourned at 7:24 p.m.

Attested:  \_\_\_\_\_ Mayor, Jeremy Gordon  
 \_\_\_\_\_ City Recorder, Jamie Ward