
City of Falls City
City Council Meeting Minutes
Monday June 14, 2021, 6:00 PM
COVID-19 Related Zoom Meeting

<https://zoom.us/j/98656766387?pwd=bEVRRjBwbnlJWVdhQXplTDFpVG9Wdz09>
Call in #1-253-215-8782, Meeting ID: 986 5676 6387 Passcode: 585730

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 6:00 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 Councilor T. Bailey to adopt the entire agenda. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, T.J. Bailey.

4. Announcements

A motion was made by Councilor T. Bailey and seconded by Councilor L. Sickles to appoint Lori Jean Sickles (renewal), Georgia Griffith, and Laura Britton to serve as members of the Parks and Recreation Committee. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Tony Meier, Amy Houghtaling, Dennis Sickles, T.J. Bailey.

5. Community & Government Organizations

a. Public Works Report
None

b. Fire Report
None

c. Sheriff Report
None

6. Reports

a. City Manager Foscoli read his staff report (see exhibit A).

7. Consent Agenda

A motion made by Councilor T. Bailey and Seconded by Councilor L. Sickles that the City Council of the City of Falls City accept the consent agenda approving the April 12, 2021 City Council, May 12, 2021 Budget Committee Minutes, and the Bills. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, TJ Bailey. Nays:

8. Public Comments

None

9. Budget Hearing

- a. Mayor Gordon read Public Hearing rules on the Budget
“This public hearing is an opportunity for any member of the public to make comments and/or requests regarding the approved budget for fiscal year 2021-2022, beginning July 1, 2021. The Budget Document has been available for review at City Hall, and on the City’s webpage since May 07, 2021”.

Opened at 6:18 p.m.,

Public Comments
None

Closed at 6:18 p.m.

- b. Mayor Gordon read Public Hearing rules on Revenue Sharing.
“This public hearing is an opportunity for any member of the public to comment on or make requests regarding how State Revenue Sharing Funds will be spent in the 2021-2022 fiscal year beginning July 1, 2021. State Revenue Sharing funds are a share of certain revenues of the State Oregon that shall be apportioned among and distributed to the cities of this state for general purposes”.

Opened at 6:19 p.m.

Public Comments
None

Closed at 6:19 p.m.

City Manager Foscoli explained Resolution 07-2021 and stated that this was the same staff report presented to the Budget committee and the recommended changes were made to the budget.

A motion made by Councilor A. Houghtaling and Seconded by Councilor D. Sickles to move that the City Council of Falls City adopt Resolution 07-2021, A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, LEVYING TAXES, AND ELECTING TO RECEIVE STATE REVENUES FOR FISCAL YEAR 2021-2022. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, T.J. Bailey

10. New Business

- a. Supplemental Budget 3 Resolution 06-2021

A motion made by Councilor T. Bailey and Seconded by Councilor D. Sickles to move that the City Council of Falls City adopt Resolution 06-2021, FISCAL YEAR 2020-2021 SUPPLEMENTAL BUDGET 3. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, T.J. Bailey

- b. Business License-Jami Kidd

A motion made by Councilor A. Houghtaling and Seconded by Councilor T. Bailey to move that the City Council of Falls City approve the Business License for Jami Kidd Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Amy Houghtaling, Dennis Sickles, T.J. Bailey

- c. City Manager Foscoli announced that Mayor Gordon submitted his verbal resignation from the Falls City City Council to take effect end of the day Tuesday, July 13, 2021 in order to be appointed as the next Polk County Commissioner at the end of July. City Council will

declare his seat vacant, announce his vacancy, and fill the position using a fair, transparent, and public process beginning at the next council meeting.

Councilor T. Bailey verified that council had sixty (60) days from the July 13, 2021, end date?

Mayor Gordon stated "yes, that is what our charter states."

Councilor A. Houghtaling suggested that council hold off till the end of August to appoint someone to fill the vacancy. To give residents time to really think if they are up to the task because it is a very big commitment.

Councilor J. Drill agreed with Councilor Houghtaling on waiting till the end of August and wanted to know if Mayor Gordon would put together a list of Mayor Guidelines or tips for whomever takes fills his role.

Mayor Gordon reaffirmed that he would be available to talk to anyone who is interest in applying for the mayor seat.

11. Old Business

- a. City Manager Foscoli addressed council with a contract option for code services from TCB Management Group. Code services has been one of council goals for years and feels that the contract service option would be a very wise solution to the city's code service budget limitations.

Manager Foscoli stated he has spoken with TCB Management group, and they are willing to come and answer council questions.

Mayor Gordon stated that it may also be a good idea to host a town hall meeting once council has decided on this company for residents to get to know them and seek answers to questions they may have.

12. Citizen Committees

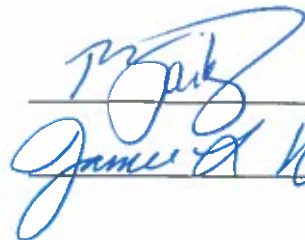
- a. Public Works Committee made a recommendation to council to spend some the America Rescue Plan Funds to repair the water mains on both 3rd and Mill Street.
- b. All citizen committees are now meeting in person at the community center.

13. Adjourn

No motion made.

The meeting adjourned at 6:54 p.m.

Attested:



~~Mayor, Jeremy Gordon~~ TJ Bailey

City Recorder, Jamie Ward



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

City Manager's Report June 14, 2021

Introduction

Since our last meeting, we have had a budget meeting to go over the Fiscal Year 2021-2022 budget and I was glad that the budget committee was in support of the recommendations that I put forth for Falls City. I anticipate that with the American Recovery Plan Act funds that will be distributed to states, counties, and municipalities in the next 18-24 months, we will have the opportunity to reconvene on budgetary matters as there will most likely be additional funds to tackle much needed community projects and goals. As these funds are primarily focused to support infrastructure, Falls City will be well positioned to receive further additional funding, if we can be proactive in prioritizing and conveying our community-wide projects to our regional and state partners.

Wastewater Project – I have been continuing to attend the regular meetings with the multi-organizational team putting together the ultimate application for financing through USDA-RD. As specified in previous city manager's reports, we are still working through the logistics of securing a grant award to cover the costs of the Cultural Resource Survey. As previously stated, the extension of our deadline and modification of the contract for completion of work under the CDBG Grant with the State of Oregon is allowing us more time to cover the cost of the Biological Assessment required by USDA. In the most recent group meeting, we received news from our DEQ representative who was coordinating with the Army Corps of Engineers. As previously stated, one of the administrative requirements for the biological assessment could have been simplified had it fallen under the programmatic agreement between federal agencies with the Army Corps of Engineers in the lead. Unfortunately, the federal nexus of jurisdiction was not taken over by the Army Corps of Engineers, therefore the additional assessment will have to be produced to move forward. In order to cover all of the additional prerequisite assessments to qualify for USDA funding, the proactively submitted additional CDBG grant, as well as a DEQ interim loan request that will then be rolled into the USDA construction funding, are helping us to still move forward to cover USDA's preliminary costs.

IT Project – As the work to ensure that council chambers can livestream council meetings using laptops, microphones and YouTube is complete, and we are nearing the lifting of all COVID restrictions for Polk County, I look forward to using the video-camera/microphone set-up for meetings starting in July. Given that most of the council members are vaccinated or willing to wear masks, we will move to in-person meetings, with precautionary measures, and allow for

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those not vaccinated or concerned for their health and wellbeing to participate remotely. This hybrid system should help to increase civic engagement that has been impacted in the past year due to restrictions on indoor participation with social distancing.

Doctor's Office Renovation – As previously stated, the promotion of the Luckiamute Clinic building space for occupancy by local businesses, non-profits and public partners has been very successful. We have initiated temporary agreements with several tenants to allow them time to get their individual spaces ready until entering into formal agreements from July 1 (to stay in line with the fiscal calendar for accounting purposes). We are in talks with Salem Health (thank you Mayor Gordon and Councilor Houghtaling for facilitating the introduction & conversation), to see if they can provide direct health and wellness and/or telemedicine services to Falls City. The conversation is ongoing, and I will update the council as more progress is made.

Vaccination Event – Oregon Health Authority and Bi-Mart have agreed to collaborate in bringing a vaccination event to Falls City on June 18th (from 2:00-6:00 pm). It will be held at the Community Center and up to 100 people will receive the first dose of the Pfizer COVID-19 vaccine. The second Pfizer COVID-19 vaccine dose is tentatively scheduled for July 9, 3 weeks from the first vaccination. This event is open to anyone 12-year-old and older (with parental consent for minors) and is currently scheduled to be a first-come, first-served basis. In addition, Councilor Houghtaling, with the Falls City School District, is working with Salem Health for an additional future comprehensive vaccination clinic/event at the High School that will include medical screenings. This puts Falls City at the forefront in combating the pandemic that has disrupted all of our lives for more than a year.

Spring Clean-up Event – Thanks to the amazing coordination of our own City Recorder, Jamie Ward, and Utility Biller, Athena Warren, the 2021 Spring Clean-up event was even more successful than last year. Their work to promote the event, assemble 20 volunteers and coordinate with our garbage service contractors made the event an extremely well-run and efficient affair. With the help of those volunteers, we were able to help approximately 43 of our senior and disabled residential homes. Dozens of loads were dropped off at the mill site, along with over 350 used tires. Republic Services will follow-up with the city on how many tons of waste, metal and yard debris were gathered at this event in the coming days.

Sincerely,



AJ Foscoli

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