



City of Falls City

299 Mill St • Falls City, Oregon • 97344
Ph. (503) 787-3631 • www.fallscityoregon.gov

PUBLIC NOTICE: City Council Meeting

Date: Monday, December 14, 2020 **Time:** 6:00 pm

Location: The FC Community Center, Telephone, Web Application, in writing

How to Attend and/or Participate:

1. **In-Person:**
 - a. Falls City Community Center, 320 N. Main St. Falls City, OR 97344
 - b. 10 Person Maximum Capacity
1. **Call-in:**
 - a. (425) 436-6370, Code: 251514(#)
 - b. You will be muted, but may "raise your hand" to indicate you wish to comment.
Please visit freeconferencecall.com for a tutorial
2. **Web Application:** Download the Freeconferencecall.com web application
 - a. Meeting ID: manager3208
 - b. You will be muted, but may "raise your hand" to indicate you wish to comment.
3. **Write-In:** Using regular mail or email.
 - a. info@fallscityoregon.gov; 299 Mill St. Falls City, OR 97344

The City of Falls City does not discriminate in providing access to its programs, services, and activities on the basis of race, color, religion, ancestry, national origin, political affiliation, sex, age, marital status, physical or mental disability, or any other inappropriate reason prohibited by law or policy of the state or federal government. Should a person need special accommodations or interpretation services, contact the City at 503 787.3631 at least one working day prior to the need for services and every reasonable effort to accommodate the need will be made.

AGENDA

1. CALL TO ORDER & ROLL CALL
Jeremy Gordon, Mayor ___ Dennis Sickles ___ Lori Jean Sickles ___
Jennifer Drill ___ Tony Meier ___ Cliff Lauder ___ TJ Bailey ___
2. PLEDGE OF ALLEGIANCE
3. MOTION TO ADOPT THE ENTIRE AGENDA
4. ANNOUNCEMENTS, APPOINTMENTS, APPRECIATION, PROCLAMATIONS'
 - a. Proclamation to Cliff Lauder -----pg. 1
 - b. Certificate of Appreciation Jon Creekmore-----pg. 2

c. Hiring of Jay Epperson

5. COMMUNITY & GOVERNMENT ORGANIZATIONS

- a. CBDG Wastewater update - Chris Brugato and Renata Wakeley (Verbal via Phone)
- b. Falls City Public Works Report-----pg. 3
- c. Falls City Fire Report ----- pg. 4
- d. Polk County Sheriff's Report----- pg. 5

6. REPORTS

- a. Mayor
- b. Council
- c. Manager Report-----pg. 6-7

7. CONSENT AGENDA

- a. Approval of the Minutes
 - i. October 27, Special Meeting----- pg. 8-11
 - ii. November 09, Regular Meeting----- pg. 12-16
- b. Approval of the Bills----- pg. 17-21

8. 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.

- a. Please limit your commentary to three (3) minutes or less.

9. NEW BUSINESS

- a. Don Poe employment extension: Resolution 26-2020-----pg. 22-24

10. OLD BUSINESS

- a. ODOT Safe Routes to School-----pg. 25-26

11. ADJOURN

City of Falls City

Proclamation

Whereas: Cliff Lauder served the City of Falls City with excellence and honor in his capacity as City Councilor from January 2017 through December 2020; and,

Whereas: Cliff Lauder is part of a long line of carpenters in his family and has led and assisted on multiple volunteer city projects including the Falls City stairs reconstruction project; creating a replica of the historic Falls City welcome sign; multiple projects with local and area schools including a porch and handicap ramp for the Pedee school; a public sculpture project, and most recently, laying concrete curbs and pavers for the Luckiamute Clinic pocket park; and,

Whereas: Cliff Lauder has served faithfully on the Falls City Public Works Committee from January 2017 to the present; and, finally,

Whereas: This proclamation only celebrates a portion of Cliff's many decades of service to the City and we all look forward to working and serving with Cliff in the future, including on a project to complete construction of the beloved City stairs.

Now, Therefore, Be It Proclaimed that I, Jeremy Gordon, by virtue of the authority vested in me as Mayor of Falls City, in the State of Oregon, do hereby proclaim that the City of Falls City is grateful to Cliff Lauder for his service to the Falls City Community.

In Witness Whereof, I have hereunto set my hand and caused the seal of the City of Falls City to be affixed on this 14th day of December, 2020.

Jeremy Gordon , Mayor



CERTIFICATE OF APPRECIATION

AWARDED THIS 14TH DAY OF DECEMBER, 2020 TO

JON CREEKMORE – CITY OF FALLS CITY

FOR WORKING 106 CONSECUTIVE DAYS, EVEN WORKING LATE HOURS TO COMPLETE THE JOB. JON DID THIS WHILE TRAINING A NEW EMPLOYEE, ENSURING DAILY PROCEDURES WERE BEING COMPLETED, MANAGING TWO MAIN BREAKS, CONFIRMING THAT PROPER TESTING WAS COMPLETED, MANAGING HIS REGULAR MONTHLY DUTIES OF METER READS, DAILY WATER SAMPLES AND DAILY TASKS THAT WOULD POP UP. JON'S HARD WORK AND DEDICATION TO THE CITY OF FALLS CITY ARE IN KEEPING WITH THE HIGHEST TRADITIONS OF PUBLIC SERVICE.

JEREMY GORDON, MAYOR OF FALLS CITY



City of Falls City

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Public Works Report November of 2020

Administration

Normal operations.

Water Division

On the 9th we switched over to Glaze Creek.

Sewer Division

Normal operations.

Streets Division

During the Bridge street paving project we were able to patch potholes on Lewis, Lombard, and Sheldon street.

Parks & Cemeteries Division

Normal operation.

Non-Sewer Wastewater Division (TMDL)

Normal operations.

Jamie Ward

From: lorilect@aol.com
Sent: Wednesday, December 9, 2020 4:02 PM
To: Jamie Ward
Subject: November Reports

Hello, all - I hope you all had a good Thanksgiving. November was another busy month for calls and we are blessed to have great folks that keep us strong. With many departments losing their levies this election and laying off many of their fire and medic staff, we are able to keep going. December is underway and we're already looking to Christmas - may you all have a blessed holiday.

Medic - 20 (6 for SWF)

Fire - 2 (SWF)

Public Service - 2 (SWF)

MVA - 1 (SWF)

Total call for November: 25, of these 11 were mutual aid for SWF.

Be safe and sound!

Lori

November 2020 Falls City Stats

Falls City Calls for Service					
Assault	1	Harassment		Misc Crime	2
Area Chk		Driving		Miss Person	1
Animal		Domestic Dist		Noise	1
911 Hangup		Found Property		EDP	1
Burglary	1	FIR	1	Ordin Vio	
Assist Other Agency	3	Fraud		Overdose	
ATL (attempt to locate)		Follow up	5	Natural Gas	
DUI		Community Event		runaway	
Citizen Contact		Illegal Park		sex offense	
Civil Paper Service	8	Gen Disturb		Shots Fired	
Criminal Misch	2	Alarm	1	Stolen Veh	1
				Susp Activity	2
				Susp Person	1
				Susp Vehicle	1
				Theft	1
				Trauma	
				traffic assist	
				Traffic Stops	1
				Trespass	2
				Warrant	
				Welfare Check	1
				Uncon	

Falls City Calls for Service	44	Of the FC Calls for Service	23	involved crimes	
Total Calls for Service (county wide)	1649	FC Cases Cleared by Arrest	12	52.2%	clearance
Falls City % of Total Calls	2.7%	Total Arrests in Falls City	7	9.9%	of total arrests

Total Service Calls (Polk County)	1649	Crimes Occ	160	Juvenile Arrests	3	(county wide)
Cases Cleared by arrest	65	40.6%		Juvenile Arrests	0	(Falls City)
Total Arrests (county wide)	71			(only true crimes reported here)		



City Manager's
Office

City Manager's Report December 14, 2020

Introduction

A month has already gone by since the council hired me, and I am happy to say that all projects started this year are progressing along very nicely. I am very impressed by this community and that feeling was strengthened upon meeting several of Falls City's residents who are working diligently to make this a great place to live.

Wastewater Project – I have been attending the regular meetings with the multi-organizational team putting together the ultimate application for financing through USDA-RD. As specified in the previous city manager's report, we're working through the logistics of securing a grant award to cover the likely costs of the Cultural Resource Survey.

The extension of our deadline and modification of the contract for completion of work under the CDBG Grant with the State of Oregon will allow us more time to cover the cost of the Biological Assessment required by USDA. As this will result in the need for a biological opinion from the Federal government, we are proceeding with that understanding and do not see an earlier start date for completing this phase prior to summer of 2021.

We have had two more meetings to finalize our proposed easement with the FCSD. The results of those meetings were final agreements over the substance of the easement, as well as a finalized Intergovernmental Agreement that will likely be signed on the same day as the council meeting.

Safe Routes to School Award – I am very happy to announce that Falls City has been awarded a Safe Routes to School grant. This will ensure that greatly needed improvements to our sidewalks, intersections and paths between the high school and the elementary schools will be funded. As part match for the Safe Routes to School grant, previous Small City Allotment grants for 2019 and 2020 funds were used, so the impact to the city's budget will be minimal.

IT Project – Work is proceeding on this effort. As previously stated in an earlier city manager's report, the contractor has been on site and is scheduled to finish the proposed audio/visual upgrades for the Community Center by December 21. This will allow for council meetings to be fully virtual from January, as the need persists due to COVID restrictions. The goal remains to sufficiently encumber the project funding on this to be able to gain reimbursement through Federal CARES funds.

Doctor's Office Renovation – Work on this project was completed **within budget (???)** on Dec. 9. With the assistance of an economic development partner in the region, we will be putting together a photo gallery showing the before and after for marketing purposes to be ready by the next council meeting. Our hope is to market this property to an anchor tenant in order to support the community's entrepreneurs and home businesses with the remainder of the building.

Organization – I have rehired Jay Epperson as Public Works Worker 1 in support of Jon Creekmore, our Public Works Supervisor. We had several qualified applicants, but after careful consideration, hiring Jay Epperson was the best choice to ensure a smooth and rapid integration to allow Jon some much needed time off. As you are all aware, Jon has been working since August without being able to take any time away from his position due to having to train the previous Public Works Worker 1. I am confident that Jay's previous experience in the position will help us achieve the necessary redundancy for robust operation. I for one am very grateful for Jon's continued excellent service and encourage all of you to extend your gratitude for his dedication as well.

Have a Great Day!

- AJ



City of Falls City
City Council Special Meeting Minutes
Tuesday October 27, 2020 4:00 PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Council Present: Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

Staff Present: David Clyne, City Manager Pro-Tem; Jamie Ward, City Recorder

1. Call to Order and Roll Call

Mayor Gordon called the meeting to order at 4:36 p.m. Clerk Ward took roll call. Councilor Jennifer Drill arrived at 4:50 p.m.

2. Pledge of Allegiance

Mayor Gordon led the pledge.

3. Motion to adopt the entire Agenda

A motion was made by Councilor T. Meier and seconded by Councilor T. Bailey to adopt the entire agenda. Motion carried 5-0-0-1. Ayes: Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey.

4. Interview of City Manager Candidates

City Council was given an interview sheet (see exhibit A) with ten (10) questions that will be asked to each of the five candidates, each candidate is given an hour to answer these questions.

Kate Farmer was the first candidate to be interviewed, Mrs. Farmer comes from Guernsey, Wyoming. She has a bachelor's degree in business administration from the University of Wyoming, over ten (10) years of experience in Nonprofit Management, Grant Management, and Finance and Budget Management. Mrs. Farmer is a Certified Public Funds Investment Manager and over five (5) as a Clerk Treasurer.

Council welcomed Mrs. Farmer and proceeded with the interview.

A.J Foscoli was the second interview of the evening, Mr. Foscoli comes from us the City of Dallas, where he served as their Economic Development Director from 2017-2020. Mr. Foscoli served as the City of Dallas primary point of contact for commercial and industrial businesses within city limits seeking assistance with growth, retention and expansion issues. Mr. Foscoli Managed several committees including the Economic Development Commission and the Urban Renewal District Advisory Committee. Mr. Foscoli received his Bachelor's in Business Management from the University of Oregon and his master's in education from Temple University Japan. Mr. Foscoli is fluent in five languages.

Council welcomed Mr. Foscoli and proceeded with the interview.

Joe Samaniego was the third (3) candidate to be interviewed. Mr. Samaniego comes to us from the State of Alaska where he spent two and a half years as the Local Government Specialist for over Thirty (30) different cities and tribal communities. This included assisting and advising city managers, city administrators, tribal administrators, and elected officials. He worked on drafting

policies, conducted research on their behalf, and advised staff on day-to-day functions that needed to be completed by the local government.

Council welcomed Mr. Samaniego and proceeded with the interview.

Timothy Rhyne was the fourth (4) candidate to be interviewed, Mr. Rhyne currently works for the City of Gervasis as their Finance Manager and City Recorder. Mr. Rhyne has extensive experience with how City governments work, applying general accounting principals to government budgeting and accounting processes. Rhyne has attended multiple training classes on government budgeting and finance. Mr. Rhyne received his Bachelor's of Science Degree in Accounting with a minor in management from Pensacola Christian College.

Council welcomed Mr. Rhyne and proceeded with the interview.

The final candidate of the evening was Jordan Bennett he currently is working as a fair manager in Harney County. Mr. Bennett received his Bachelor of Arts; Business Administration from Eastern Washington University and is currently working towards his Master of Arts; Public Administration with Villanova University. Mr. Bennett feels his experience has made him a collaborative team leader with a record of success in multiple industries and settings.

Council welcomed Mr. Bennett and proceeded with the interview.

5. Executive Session- City Manager Discussion

Open: 9:45 p.m.

Close: 10:13 p.m.

6. Adjourn

No motion made

The meeting adjourned at 10:36 p.m.

Attested: _____ Mayor, Jeremy Gordon
City Clerk, Jamie Ward

City Manager Interview Questions

October 27, 2020

Candidate: _____

1. We have your resume and application, but could you take a few minutes to describe your career, your personal goals and why you are considering a position in Falls City? (here councilors may ask specific questions from the application materials)
2. As a small city, we are looking for someone that is able to manage at both a higher level and at times roll up their sleeves and do the work that is needed with limited resources. Describe any experience you have had that is relevant.
3. Talk about your management style and philosophy.
4. Being a manager in a city the size of Falls City normally means engaging with many folks directly to form relationships. Talk about your experience and comfort in doing this.

9. We have all come to learn that Covid-19 is of course a serious and deadly threat. Talk about steps the City could be taking to assure continuity of government as well as preserving public safety.

10. Talk about your experience and philosophy as it relates to diversity, inclusion and equity.

General thoughts on candidate:

City of Falls City
City Council Meeting Minutes
Monday November 09, 2020 6:00 PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Council Present: Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

Staff Present: David Clyne, City Manager Pro-Tem; Jamie Ward, City Recorder; Jon Creekmore, Public Works Director, Bob Young, Fire Chief.

1. Call to Order and Roll Call

Mayor Gordon called the meeting to order at 6:00PM. Mayor Gordon took roll call. Councilor Jennifer Drill called in at 6:10 p.m.

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

4. Announcements

Mayor Gordon presented the Small-Town America Award to Dani Haviland. This award is given by Civic Plus to residents who go above and beyond as volunteers. The award is only given to one hundred (100) volunteers nationally. Mayor Gordon also mentioned that he was also nominated and received the award as well.

- a. City of Falls City was granted the 2021 Small City Allotment Grant award in the amount of one hundred thousand dollars (\$100,000.00) for the Bridge, North Main, Mitchell intersection. To make it safer for the pedestrians.

5. Community Government Organizations

- a. Jon Creekmore reported on the broken water main on 3rd St. in town. Stating ten feet of the line was replaced and services were reinstalled for the residents at 131 3rd St. Creekmore stated everything went smoothly and there have not been any problems since.
- b. Falls City Fire Chief Bob Young reported that two of our local volunteer firefighters took the new brush truck to assist on the Holiday and Blue River fires. In doing so they earned Thirteen thousand seven hundred and eighty-five dollars (13,785.00). Chief Young would like City staff to create a supplemental budget when those funds arrive and put the money back into the Fire budget to update a few items on the truck and the Fire Hall.

Clyne asked Young to itemize the projects that he would like to apply those funds to for council.

Chief Young would also like Councils approval to begin talking with SW Polk to see if the city can get some equipment given to the department and or per call monetary number that

both parties can agree on to help supplement taxpayers when the city responds to calls outside of the city.

A motion was made by Councilor D. Sickles and seconded by Councilor T. Meier to authorize City Manager to delegate, via Bob Young, negotiations with South West Polk on mutual aid calls. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey.

6. Reports

- a. Mayor Gordon received an email complaint regarding noise from a party on Halloween. He did talk to the Sheriff's office regarding the loud music.
- b. City Manager Pro-Tem mentioned to council that the League of Oregon Cities will be hosting a virtual training course on council rules and responsibilities. Clyne recommend that those interested in taking it talk to the City Recorder to get signed up.

Clyne reviewed his manager report (see exhibit A).

7. Consent Agenda

A motion was made by Councilor T. Meier and seconded by Councilor T. Bailey to approve the Consent agenda items; September 28, and October 12, 2020 meeting minutes and approval of the bills. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Dennis Sickles, Cliff Lauder, T.J. Bailey.

8. Public Comments

None

9. New Business

The George Kitchin Park host will no longer be able to preform his duties. City Staff recommends closing the park facilities (Bathroom doors and gate locked) to public use for the winter season or until a new camp host can be placed.

A motion was made by Councilor T. Bailey and seconded by Councilor T. Meier to authorize city staff to close the facilities at the George Kitchin Park for the winter season or until a new park host is hired. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Dennis Sickles, T.J. Bailey.

10. Old Business

Allow the use of the Community Center as a warming shelter during the winter months when temperatures are predicted to be 32 degrees and below.

A motion was made by Councilor D. Sickles and seconded by Councilor T. Meier to authorize the use of the Community Center for a warming center with the understanding that all COVID-19 precautionary measures are followed Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Dennis Sickles, T.J. Bailey.

11. Executive Session-Employment of City Manager

Open: 6:35 p.m.

Close: 7:30 p.m.

12. Executive Session-Real Property Transaction

Open: 7:30 p.m.
Close: 7:45 p.m.

13. Consideration of Follow-up action from executive session

Authorization to for Mayor to execute contract with AJ Foscoli for City Manager Position.

A motion made by Councilor L. Sickles and Seconded by Councilor T. Bailey to move that the City Council of Falls City authorize the Mayor to execute the contract with AJ Foscoli as the new City Manager. Motion carried 6-0-0-1. Ayes: Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey. Nays; Jennifer Drill.

Authorization for City Manager and Mayor to execute easement and IGA with the Falls City School District.

A motion made by Councilor D. Sickles and Seconded by Councilor T. Meier to move that the City Council of Falls City authorize the Mayor and City Manager to execute the easement and IGA with the Falls City School District. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

Mayor Gordon addressed council regarding Cliff Lauder wanting to stay as a member of the Public Works Committee after his term on City Council ends in January.

A motion made by Councilor L. Sickles and Seconded J. Drill to allow Cliff Lauder to remain a member of the Public Works Committee. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Siokles, T.J. Bailey

Councilor J. Drill would like to send flowers or a card to Steve Birt in sympathies with the passing of JoHanna Birt.

City Council all agreed.

14. Adjourn

No motion was made.

The meeting adjourned at 7:51 p.m.

_____ Mayor, Jeremy Gordon

Attested: _____ City Clerk, Jamie Ward



City Manager's
Office

Falls City Monthly Report November 9, 2020

Introduction

It appears that I am already near wrapping up my services on behalf of Falls City. Frankly, I am very impressed by your community and had this been earlier in my work career would have enjoyed being your regular City Manager. This is a very attractive location, a fun City Council to serve and an engaged community.

Recruiting – This has occupied the lion's share of my time. As you know, we narrowed the search to five candidates for interviews. Interviewing itself via Zoom was its own challenge but thanks in large measure to the efforts of the Mayor and the assistance from City of Independence, I felt that this worked quite well.

The results of this effort were to narrow the focus to preferred candidates. This was indeed challenging as any of the top three (and perhaps a fourth) provided the necessary skills and fit that could meet the City's needs. Tonight, we will discuss and consider a preferred candidate for possible engagement to serve as the next City Manager.

Wastewater Project – We have established regular meetings roughly twice a month with the team putting together the ultimate application for financing through USDA-RD. I am feeling positive about the likelihood of receiving a previously sought grant award to cover the likely costs of the Cultural Resource Survey through USDA-RD.

We also extended our deadline and modified the contract for completion of work under the CDBG Grant with the State of Oregon. This will allow us to pick up the cost of the Biological Assessment required by USDA. This could result in the need for a biological opinion from the Federal government as well. We are proceeding with the understanding and do not see an earlier start date for completing this phase prior to summer of 2021.

We have had two meetings to finalize our proposed easement with the FCSD. The results of those meetings were agreements in principal over the substance of the easement as well as a proposed Intergovernmental Agreement that will be taken up at the same time by the Council. As of this writing, we are holding a placeholder for those documents on your November 9th meeting, but it is currently in the hands of respective legal counsels.

IT Project – Work proceeds on this effort. The contractor has been on site to survey the location and prepare a proposed audio/visual solution for the Community Center. The goal

remains to sufficiently encumber the project funding on this to be able to gain reimbursement through Federal CARES funds.

Doctor's Office Renovation – Work continues within budget on this project and the hope is to be able to complete the work by the end of November, weather permitting, due to the need to repaint the exterior.

Organization – I have completed one organizational change which was to promote Jamie Ward to the newly created position of City Recorder/Finance Manager. I am comfortable with her ability to do this work and believe this will allow the incoming City Manager more of an ability to delegate some of the workload. There were sufficient funds allocated in this year's budget eliminating the need for a supplemental appropriate relative to this adjustment.

Have a Great Day!

- David

City of Falls City
Paid Bills Report
As of November 18, 2020

➤ Century Link	Fire Hall Internet	\$87.73
➤ OHA- Drinking Water Services	Don Poe	\$75.00
➤ City of Independence	IT for Council Zoom Mtg.	\$880.00
➤ City of Salem	Quarterly invoice 911	\$1854.59
➤ Consumer Powers	Teal Creek RD	\$190.34
➤ Dr. Russell McUne	Fire Department Physician	\$1500.00
➤ F.V.M	Parts for Gator	\$44.88
➤ Ferguson Waterworks	Parts restock	\$120.07
➤ L&L Equipment	Parts for Lawn Mower	\$64.88
➤ NW Liberty Construction	Invoice 4 – DR. Clinic	\$7653.05
➤ Pacific Power	10/20 Bill	\$1819.51
➤ Spectrum	Oct & Nov Bill	\$369.90
➤ TerryByte Computer Repair	Nov. Invoice	\$1012.50
➤ US Bank Visa	Nov. Statement	\$1546.97

City of Falls City
Paid Bills Report
As of December 1, 2020

<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Amount</u>
Delsman Trucking & Excavation				
12/01/2020	inv 634674	Accounts Payable		-1,300.00
12/01/2020	Rock Delivery 144.5	Professional Services	11 STREET FUND	650.00
12/01/2020	Rock Delivery 144.5	Professional Services	20 WATER OPERATING ...	650.00
Total Delsman Trucking & Excavation				0.00
Great American Financial Services				
12/01/2020	Inv 28209883	Accounts Payable		-266.75
12/01/2020	Copier Lease Payment 10/...	Professional Services	SHARED SERVICES	189.00
12/01/2020	2020 Or Polk County Prop...	Professional Services	SHARED SERVICES	77.75
Total Great American Financial Services				0.00
John W. Gilbert				
12/01/2020	Inv# 3209	Accounts Payable		-350.00
12/01/2020	Community Center floors	Facilities O & M	SHARED SERVICES	250.00
12/01/2020	Fire Floors	Facilities O & M	82 FIRE EQUIPMENT/OP...	100.00
Total John W. Gilbert				0.00
L & L Equipment				
12/01/2020	Inv 31384	Accounts Payable		-40.95
12/01/2020	Kinetic Bar Oil	Equipment O & M	SHARED SERVICES	11.95
12/01/2020	Chain Sharpen	Equipment O & M	SHARED SERVICES	29.00
Total L & L Equipment				0.00
Mid Willamette Valley COG				
12/01/2020	2021214	Accounts Payable		-1,000.00
12/01/2020	One Stop-Funding Mtg pre...	Professional Services	01 GENERAL FUND:01.0...	1,000.00
Total Mid Willamette Valley COG				0.00
Petro Card				
12/01/2020	C664818	Accounts Payable		-133.68
12/01/2020	PW Fuel	Equipment O & M	SHARED SERVICES	133.68
Total Petro Card				0.00
Polk County Public Works				
12/01/2020	Inv 1124200141	Accounts Payable		-77,173.00
12/01/2020	FEMA - Dutch Creek Pay...	'16 Dutch Crk Grant (St...	11 STREET FUND	77,173.00
Total Polk County Public Works				0.00
Quadient				
12/01/2020	Acct: 7900 0440 8064 7419	Accounts Payable		-300.00
12/01/2020	Postage & Machine 10/20	Operational Expenses	SHARED SERVICES	300.00
Total Quadient				0.00
Van Well Building Supply				
12/01/2020	73690/06	Accounts Payable		-22.99
12/01/2020	GL HRDWR CLOTH	Equipment O & M	20 WATER OPERATING ...	22.99
Total Van Well Building Supply				0.00

City of Falls City
Paid Bills Report
As of December 1, 2020

<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Amount</u>
Xerox Financial Services				
12/01/2020	2324002	Accounts Payable		-180.75
12/01/2020	Xerox Buyot (reimbursable...	Professional Services	SHARED SERVICES	180.75
Total Xerox Financial Services				<u>0.00</u>
TOTAL				<u><u>0.00</u></u>

City of Falls City
Paid Bills Report
As of December 11, 2020

Date	Memo	Account	Class	Amount
Edge Analytical				
12/11/2020	Nov '20 Statement	Accounts Payable		-334.00
12/11/2020	Monthly Routine 20-38844	Professional Services	SHARED SERVICES	33.00
12/11/2020	Wastewater 20-37272	Professional Services	SHARED SERVICES	181.00
12/11/2020	wastewater 20-38845	Professional Services	SHARED SERVICES	120.00
Total Edge Analytical				0.00
Frink's General Store				
12/11/2020	Invoice No. 003	Accounts Payable		-59.59
12/11/2020	Small Tools/Supplies rema...	Facilities O & M	SHARED SERVICES	59.59
12/11/2020	Invoice No.12022020B	Accounts Payable		-59.31
12/11/2020	Small Tools/Supplies rema...	Facilities O & M	SHARED SERVICES	59.31
Total Frink's General Store				0.00
Mid Willamette Valley COG				
12/11/2020	2021224	Accounts Payable		-354.00
12/11/2020	Project #340358 Planning ...	Professional Services	01 GENERAL FUND:01.0...	354.00
Total Mid Willamette Valley COG				0.00
MNOP				
12/11/2020	01-0012589	Accounts Payable		-73.49
12/11/2020	Cardlink invoice CL69077-IN	Equipment O & M	82 FIRE EQUIPMENT/OP...	73.49
Total MNOP				0.00
Northside Electric				
12/11/2020	64121	Accounts Payable		-104.00
12/11/2020	Community Center key sys...	Professional Services	01 GENERAL FUND:01.0...	104.00
Total Northside Electric				0.00
NW Liberty Construction				
12/11/2020	Job 83 Inv 5	Accounts Payable		-7,525.49
12/11/2020	Interior door	Professional Services	60 COMM. DEVELOP. RE...	617.50
12/11/2020	Siding Rain Gutter, Replac...	Professional Services	60 COMM. DEVELOP. RE...	1,597.96
12/11/2020	Electric Firep;ace insert	Professional Services	60 COMM. DEVELOP. RE...	4,095.00
12/11/2020	Siding, Rain Gutter, downs...	Professional Services	60 COMM. DEVELOP. RE...	1,215.03
12/11/2020	Job 83 Inv 6	Accounts Payable		-13,925.60
12/11/2020	Exterior paint	Professional Services	60 COMM. DEVELOP. RE...	13,925.60
Total NW Liberty Construction				0.00
One Call Concepts, Inc				
12/11/2020	Acct #09-0001409, Ref# 0...	Accounts Payable		-24.00
12/11/2020	Locates 09/20 10/20	Professional Services	SHARED SERVICES	24.00
Total One Call Concepts, Inc				0.00
Petro Card				
12/11/2020	C671631	Accounts Payable		-213.46
12/11/2020	PW Fuel	Equipment O & M	SHARED SERVICES	213.46
Total Petro Card				0.00

City of Falls City
Paid Bills Report
As of December 11, 2020

Date	Memo	Account	Class	Amount
Polk IO				
12/11/2020	inv 14301	Accounts Payable		-38.00
12/11/2020	Legal Notice Activity in We...	Travel/Training/Dues/St...	01 GENERAL FUND:01.0...	38.00
Total Polk IO				0.00
Verizon Wireless				
12/11/2020	Inv 9867707776	Accounts Payable		-53.44
12/11/2020	PW Duty Phone 11/20	Internet/Phone	SHARED SERVICES	53.44
Total Verizon Wireless				0.00
Williamson & Aebi, LLP				
12/11/2020	Nov'20 Accountant	Accounts Payable		-380.00
12/11/2020	11/20 Accountant	Professional Services	SHARED SERVICES	380.00
Total Williamson & Aebi, LLP				0.00
Xerox Financial Services				
12/11/2020	2366985	Accounts Payable		-180.75
12/11/2020	Xerox Buyot (reimbursable...	Professional Services	SHARED SERVICES	180.75
Total Xerox Financial Services				0.00
TOTAL				0.00

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AGENDA REPORT

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: CITY MANAGER, AJ FOSCOLI
SUBJECT: DON POE RETIREMENT
DATE: 12/14/20

SUMMARY

Notifying the City Council of Don Poe's continued part-time employment with the city, sharing related transition plans, and requesting an additional deviation from current personnel policies regarding benefits.

BACKGROUND

Though Donald R Poe officially retired after 26 years with Falls City Public Works, council's action in May extended his employment, albeit part-time so that Falls City would not lose its Water and Sewer Operator. Due to COVID's delaying impacts on training and testing programs, Jon Creekmore is still working through the process of getting his certifications as a Water and Sewer Operator. The need to keep a Water and Sewer operator is vital to maintaining operational capability, and Don has proven willing to continue to stay on, for approximately 10 hours per week.

This will not only save the city a great deal of money avoiding the need to contract a water and sewer operator until John Creekmore completes his training, but it will also preserve the positions of existing public works staff, and allow us to continue utilizing Don's expertise in our daily operations.

PROPOSAL

Don has asked that the City continue providing his full health insurance benefit until July 1, 2021 (six months) in exchange for him staying on 10 hours per week and providing the City with a water and sewer operator, as required, to meet our daily monitoring requirements.

ALTERNATIVES/FINANCIAL IMPLICATIONS

1. 6 months of Don's health benefit = Approximately \$10,000
2. 6 months of contracting for a certified water and sewer operator = Approximately \$15,000
 - a. Loss of system knowledge
3. Hiring a replacement water and sewer operator = Approximately \$100,000/year
 - a. Loss of system knowledge
 - b. Layoff of existing staff members

STAFF RECOMMENDATION

Approve an additional deviation from the City's personnel policy and grant Don Poe continued health coverage for 6 months after his retirement, ending July 1, 2021.

EXHIBIT

Resolution 26-2020

PROPOSED MOTION

I move that the City Council of the City of Falls City adopt resolution 26-2020, A RESOLUTION AUTHORIZING AN ADDITIONAL DEVIATON FROM THE CITY'S PERSONNEL POLICY TO CONTINUE DON POE'S HEALTH INSURANCE UNTIL JULY 1, 2021

RESOLUTION 26-2020

A RESOLUTION AUTHORIZING A ONE TIME DEVIATION FROM THE CITY'S PERSONNEL POLICY TO CONTINUE DON POE'S HEALTH INSURANCE UNTIL JANUARY 1, 2021

WHEREAS, Don Poe has worked for Falls City since 1994; and

WHEREAS, Don Poe retired from City service on July 1, 2020; and

WHEREAS, Don Poe has agreed to continue working for the City, in retirement, for 10 hours per week; and

WHEREAS, Don Poe would not typically be eligible for Health Insurance Benefits under the City's plan due to a shortage of projected work hours; and

WHEREAS, the City Council honors Don Poe's 26 years of commitment to Falls City Public Works and the Falls City Community; and

WHEREAS, Don Poe's continued dedication to the City will enable great cost savings, and continue the city's ability to tap into his knowledge and experience;

NOW, THEREFORE, IT IS DECLARED THAT:

1. **Continued Health Insurance Coverage.** The City Council authorizes the City Manager to continue provision of Don Poe's current health plan (or an equivalent if the City changes providers), cost free, until July 1, 2021. At the conclusion of this timeframe, the City will process Don Poe for Cobra in accordance with current policies of the city and its insurance provider.
2. **Early Termination.** If Don Poe is terminated from city employment for cause, lack of funding, or if he leaves city employment of his own volition, before July 1, 2021, his health benefits will be terminated in accordance with existing city personnel policies.

This Resolution was duly PASSED and ADOPTED by the Falls City Council this _____ day of December 2020.

Approved:

Date

Jeremy Gordon, Mayor

Attest:

Date

Jamie Ward, City Recorder

Commission approves 43 projects for Safe Routes to School funding

Oregon Department of Transportation sent this bulletin at 12/01/2020 03:32 PM PST

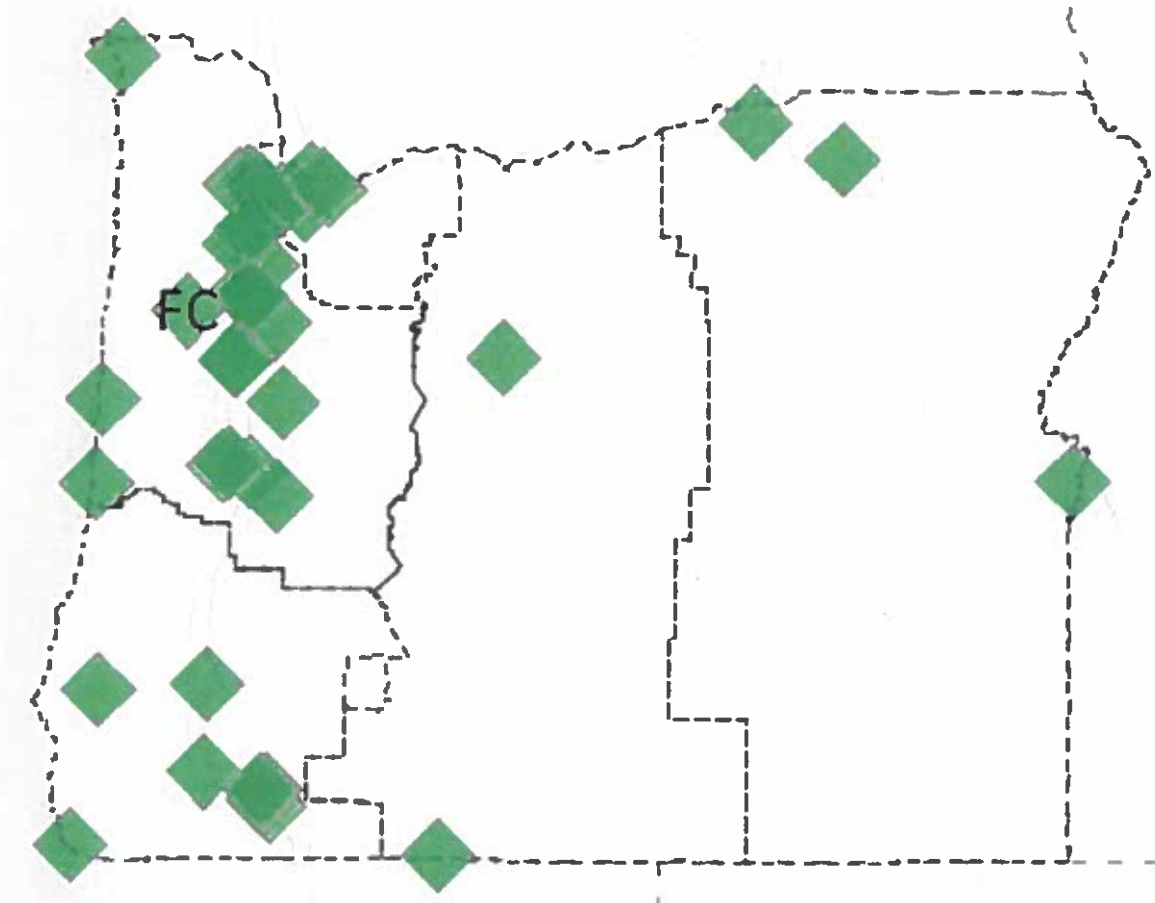
Having trouble viewing this email? [View it as a Web page.](#)



Oregon Department of Transportation

News Release

\$28.3 million will support safety near schools



Click on the map to see information on the approved projects.

Dec. 1, 2020

For more information: [LeeAnne Ferguson](#), ODOT Safe Routes to School Infrastructure Program manager, 503-910-8994

SALEM - Students all across Oregon will soon have safer ways to get to and from school, with the approval of [\\$28.3 million in Safe Routes to School investments](#). Projects range from adding sidewalks around two elementary schools in Ontario to improving an intersection near Eastwood Elementary in Hillsboro, from adding a pedestrian island in Falls City to improving school zone signage at Powers Elementary in Powers. Altogether, 43 construction projects are receiving grants after the Oregon Transportation Commission approved the recommendations.

"Overall, there were 99 Safe Routes to School applications and they all addressed barriers to students walking and biking with needed safety improvements," said LeeAnne Ferguson, program manager. "The awarded funds will focus on Title I (low-income) schools and, of course, locations with the greatest safety needs."

[ODOT staff created an online map](#) that gives an overview of the Safe Routes to School Advisory Committee recommended/OTC-approved projects.

Background

In August 2020, ODOT received 99 applications from across the state for the SRTS Competitive Construction Grant Program, totaling \$73 million in needed safety improvements. [Read more](#). The Safe Routes to School Advisory Committee met on October 20 and using approved criteria, recommended a list of projects for the Safe Routes to School Construction Competitive Grant Program for the Oregon Transportation Commission's consideration at its December 1 meeting. At its meeting Dec. 1, the OTC approved the recommended list. More information about the SRTS program is available on the [website](#).

Funding for non-highway and multimodal projects is critical to maintaining a modern transportation system. Funds for this program come from [Keep Oregon Moving](#), where newly funded programs like this one are supporting public transportation, making safety improvements and adding bicycle/pedestrian options all across the state.

###ODOT###

Project #14

City of Falls City applied for \$471,520.

The project constructs a well-lit walkway, a pedestrian island, flashing beacons, and crosswalks for students at Falls City Elementary School.