
City of Falls City
City Council Meeting Minutes
Monday December 14, 2020 6:00 PM
COVID-19 Related Conference Call (425)-436-6370, Code #251514

Council Present: Lori Jean Sickles, Tony Meier, Cliff Lauder, 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. Councilor Jennifer Drill was absent.

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 C. Lauder 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. Announcements, Appointments, Appreciation, Proclamations

- a. Mayor Gordon presented the proclamation to Councilor Cliff Lauder for serving the city with excellence and honor in his capacity as a city councilor from January 2017 through December 2020. Councilor Lauder has 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. This was Councilor Lauder's last meeting.
- b. A Certificate of Appreciation was given to Jon Creekmore for going above and beyond his line of duties in maintaining excellent Public Works duties during training and losing two separate Public Works Employees.
- c. Mayor Gordon welcomed back Jay Epperson as a Public Works Employee. Mr. Epperson started work on November 09, 2020.

5. Community Reports

- a. Chris Brugato and Renata Wakeley gave an update on the Community Development Block Grant (CDBG) Wastewater project.

Chris Brugato of Westech Engineering focused on what has been done in the design phase over the last year. The City has identified and completed purchase agreement options for the desired location site and easement acquisition. The new Wastewater Treatment Plant requires a revision to the City's current discharge permit. The permit was obtained in early 2020.

In December of 2020, the City completed and signed the easement and intergovernmental agreement (IGA) with the Falls City School District. The IGA includes agreements related

to the removal of existing wastewater facilities on school property to be completed by an agreed upon timeframe after completion of the construction phase. Brugato stated that engineering plans and specifications are 95% complete and have been approved by The Department of Environmental Quality (DEQ). the remaining work that needs to be completed includes the identification of environmental and cultural resource issues for the project including the Wetland Delineation which has been prepared and submitted for agency review; the Biological Assessment, stating his team is confirming that this is required and will look at funding sources if needed; and funding for a Cultural Resource Survey.

Brugato stated that the City retaining Steve Donovan to prepare and present a financial rate study to City Council. City Council agreed that a combination of Community Development Block Grant (CDBG) and United States Department of Agriculture Rural Development (USDA-RD) grants and loans would be the best financing solution for the City.

Critical next steps for the City include securing funding for the construction phase as well as closing out the existing Community Development Block Grant (CDBG). The City will also need to submit an application to the United States Department of Agriculture Rural Development (USDA-RD) and find approximately \$50,00.00 in funding for the required preliminary engineering report.

Renata Wakeley from Mid-Willamette Valley Council of Governments touched on the purchase option regarding the lagoon property saying the city has 24 months to exercise that option and it still needs a Property Line Adjustment completed with Polk County. Wakeley stated they will begin working on that in the next few weeks but is confident that will be completed by the deadline.

Wakeley added that, in order to complete the Environmental Assessment, the city will need to do a Cultural Resources Survey, USDA PER (Preliminary Engineering Report), and the Biological Assessment if needed. Some funding sources include the USDA SEARCH Grant. The city is in the process of inquiring about (requirements, timelines etc.). Those funds could be up to \$50,000.00, and if awarded, could help pay for both the Cultural Resources Survey as well as the Biological Assessment.

The Wetland assessment is complete.

- b. Falls City Public Works
No Comments
- c. Falls City Fire Report
No Comments
- d. Polk County Sheriff's Report
No Comments

6. Reports

- a. Mayor Gordon updated council on the status of the AV improvements being made in the Community Center to assist with Council hosting meetings via zoom. Those improvements are scheduled to be done before the January 11, 2021 meeting.
- b. Council
None

- c. City Manager Foscoli focused on the first couple items included in his managers report (see exhibit A).

7. Consent Agenda

A motion was made by Councilor D. Sickles and seconded by Councilor L. Sickles to approve the Consent agenda items; October 27 special meeting minutes, November 09, 2020 meeting minutes and approval of the bills. Motion carried 5-0-0-1. Ayes: Lori Jean Sickles, Tony Meier, Dennis Sickles, Cliff Lauder, T.J. Bailey.

8. Public Comments & Letter Communications

None

9. New Business

- a. Council voted on Resolution 26-2020. Extending the health insurance benefits for semi-retired employee Don Poe. This resolution extends Poe's insurance benefits through June 30, 2021.

A motion was made by Councilor T. Bailey and seconded by Councilor L. Sickles to move that the City Council of the City of Falls City adopt RESOLUTION 26-2020, A RESOLUTION AUTHORIZING AN ADDITIONAL DEVIATION FROM THE CITY'S PERSONNEL POLICY TO CONTINUE DON POE'S HEALTH INSURANCE UNTIL JULY 01, 2021 carried 5-0-0-1. Ayes: Lori Jean Sickles, Tony Meier, Dennis Sickles, Cliff Lauder, T.J. Bailey.

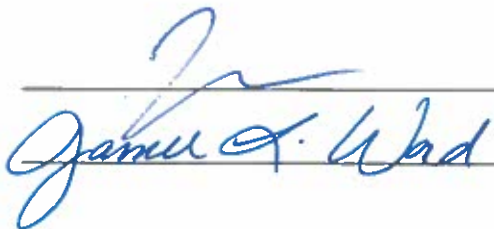
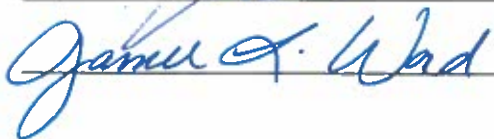
10. Old Business

- a. Falls City received notice that the Safe Routes to School Advisory Committee approved the Grant Falls City applied for in the amount of \$471,520.00.

11. Adjourn

No Motion Made

The meeting adjourned at 6:49 p.m.

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



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