
City of Falls City
City Council Emergency Meeting Minutes
Tuesday March 24, 2020 1:00PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

COVID-19 Related Conference Call – Dial-In (524)-436-6370; Access Code 251514

Council Present: Mayor Jeremy Gordon, Jennifer Drill, Cliff Lauder, Dennis Sickles, T.J. Bailey

Staff Present: Mac Corthell, City Manager; Jamie Ward, City Clerk

1.1. Call to Order

Mayor Gordon called the meeting to order at 1:08PM

1.2. Roll Call

Clerk Ward took roll call. Tony Meier joined the call at 1:15PM; Lori Jean Sickles joined the call at 1:25PM.

1.3. Pledge of Allegiance

Mayor Gordon led the pledge.

2. Motion to adopt the entire Agenda

A motion was made by Councilor C. Lauder and seconded by Councilor J. Drill to adopt the entire agenda Motion carried 4-0-0-2. Ayes: Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

3. Emergency Business

a. Emergency Declaration

Corthell discussed how COVID-19 and the measures taken to combat it have wreaked havoc on the city as well as outlining areas. Resolution 09-2020 is an Emergency Declaration for City of Falls City and will open up the proper channels for the city to access proper funding for equipment and financial needs utilizing the emergency channels and the situations that continue to evolve or change.

A motion made by T. Meier and Seconded by C. Lauder to adopt RESOLUTION 09-2020, A RESOLUTION DECLARING A TEMPORARY STATE OF EMERGENCY WITHIN THE BOUNDARIES OF THE CITY AND DELEGATING AUTHORITY TO THE CITY MANAGER. Motion carries 5-0-0-1., Ayes: Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, and T.J Bailey.

b. Corthell went over his COVID-19 Situation Report (See Exhibit A)

c. Mayor Gordon read his City of Falls City Declaration Introduction letter as well as a Falls City Resources List (See Exhibits B and C).

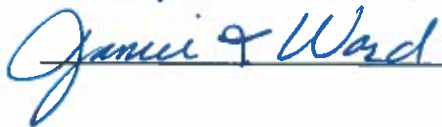
4. Adjourn

The meeting adjourned at 1:35PM



Mayor, Jeremy Gordon

Attested:



City Clerk, Jamie Ward

**City of Falls City
COVID-19 Situation Report
March 24, 2020**

Purpose:

To provide information on the Falls City specific response to COVID-19. Information on the broader response can be found at www.fallscityoregon.gov, and <https://govstatus.egov.com/OR-OHA-COVID-19>.

March 14, 2020- Council Emergency Session

- City Hall traffic limited to business through foyer door, and by telephone/email.
- City Facilities closed to public use, exception for emergent social services.
 - Warming center operational inside Community Center, special cleaning requirements.
 - School Nutrition Program operational outside Community Center.
- Water Shut-offs and penalties waived during state emergency declaration.
- Temporary COVID-19 employment policy implemented.

March 23, 2020- Governor's Executive Order 20-12

- All city park structures closed (playground, gazebo, restrooms)
- City park green spaces open, but social distancing required by law
- City staff placed on modified work schedules with work from home and separation of activities emphasized.
- Parry Rd. Water Main Project
 - Contractor allowed to begin, but cease before point of water shutoff for further assessment on health conditions.

March 24, 2020-Council Emergency Session

- Emergency Declaration
 - Effective through April 28, 2020 (unless extended or cancelled)
 - Mayor Gordon, and Clerk Ward named as acting Manager's respectively in case City Manager becomes incapacitated during the emergency.
 - City Manager given authority to take lawful, temporary actions and issue temporary orders to protect public health and mitigate the emergency.
 - Authorizes the city to request emergency funding, assistance, and/or reimbursement for emergency response and recovery.
 - Authorizes emergency procurement procedures.

Please visit www.fallscityoregon.gov for up to date information on city hall services and hours. Additional situation reports will be provided as changes to the situation occur.

Exhibit B



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

**OFFICE OF THE MAYOR
JEREMY GORDON**

March 24, 2020
City of Falls City Emergency Declaration Introduction

Dear Friends and Neighbors,

I hope this letter finds you all coping as best as you are able considering the ongoing events related to COVID-19. Without question, all our lives look different in some way. Some are living with reduced incomes or have lost their jobs completely, some cannot find safe childcare for their young ones, and others, like Dana and me, are juggling having children at home full time while working from home. And many are struggling as they try to adapt to this new but temporary way of life while losing familiar community hubs like schools and churches. Despite these challenges, I have no doubt that this community will continue to support each other, listen to guidance from experts, and become stronger as a result. I know this because people here take care of each other and rally around each other in a way not seen in many other places. There is nowhere I would rather be during this difficult time than in this community with all of you.

Changes are constant and we are receiving more and better information every day as the virus spreads rapidly. On March 23, the Oregon Health Authority reported 30 new cases of COVID-19 in one day, bringing the total to 191 known cases in Oregon, 3 in Polk County and 30 in Marion County. By the time you read this there will be more, and more the following day. This number is expected to rise as testing becomes more available and as the virus manifests in our communities. This is a serious disease, is many times more contagious and deadly than the flu, and is obviously scary for everyone, especially our seniors and people with underlying health conditions.

Fortunately, there are precautions we can take to lessen the transmission rate of the virus. Due to the seriousness of the emergency, and evidence that many were not following previous guidelines, the Governor issued Executive Order 20-12 which includes the following mandates that apply to all of Oregon, including Falls City. For more detail about the Order, go to www.oregon.gov/oha:

1. Stay home as much as possible

Trips to the grocery store, buying necessary supplies, receiving medical care, and picking up prescriptions are permitted. In doing so, we must maintain a minimum of 6 feet of distance from other people. Do not gather in groups, get together with friends in person, schedule play dates or make unnecessary trips. Remember, people can carry the virus without showing symptoms and leaving the home unnecessarily puts other people at risk for serious illness or death. This will be especially hard for teenagers and kids, however, avoiding contact with other people will limit the transmission of the virus and keep other people safe. Let's all do our part while encouraging others to stay home.

2. **Certain businesses and facilities must close, including city and school playgrounds**
Closed: malls and retail complexes, gyms, barbershops and hair/nail salons, theaters, playgrounds
Open: grocery stores, banks, pharmacies, bars/restaurants (takeout or delivery only), gas stations, and some other stores that can guarantee people maintain 6 feet from others.
3. **Walking, jogging, biking, hiking is permitted**
Outside activities like these with yourself or others who live in your household is permitted but please maintain at least six feet or more between other people.

We convened a meeting between the City, School District, Fire Department, and community and faith leaders today and will continue to do so every Wednesday going forward. We plan to share information with one another, check in on the health and well being of community members, share best practices for volunteer and citizen engagement, and share what we learn with the broader community.

Volunteers are compiling a list of Falls City citizens who are deemed at-risk and plan to check in to offer assistance and share information. It's difficult for many of us to ask for help. But during this time, we will be required to ask for, receive, and grace one another with more help than ever to ensure that nobody goes without proper food, prescriptions, and other basic needs.

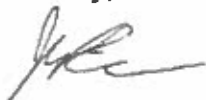
Volunteers will also distribute a list of useful resources and information regarding utilities and other service providers that may be helpful to residents.

Your City is in good hands. City Manager Mac Corthell and your city staff are adapting to the changes and requirements with the utmost professionalism and care. Manager Corthell is tasked with assuming the role of Emergency Manager and will continue to be in communication with his counterparts at the County, State, and Federal levels and respond to needs in Falls City as necessary.

Thank you again for all of your work thus far taking care of yourselves, your families, and your community. Please continue to check in with your neighbors and friends who may be at-risk and require some assistance with grocery shopping, yard work, or other tasks. Until next time, take plenty of breaks from the news, talk a bit more on the phone, and hang in there. We are in this together.

Please see the following page for the Falls City Situation Report.

Sincerely,



Jeremy Gordon
Mayor, City of Falls City

Falls City Resources List

School District/FACES Services

The Falls City School District has breakfast and lunch food bags available for local students. Pickup is between 9-10am in front of the Fire Hall M-F. We will also continue to deliver food to those with whom we have established delivery.

If you need staff to deliver your students their meal, please contact the school and talk to Donna Creekmore or Mr. Houghtaling at 503-787-3521. Please leave a message if you do not reach them when you call.

Please visit the School website for more information and excellent safety tips and activity ideas for kids and families: www.fallscityschools.org/covid-19-response-and-resources

City Services

fallscityoregon.gov

City Hall

Daily business will proceed as normal, but face to face business will be handled through the door in the City Hall foyer. Meetings will be by appointment only and will take place largely via telephone or computer, with face to face meetings considered on a case by case basis.

City Facilities

All City Facilities will be closed to the public except for emergency social services as determined by the City's Emergency Manager. Additional cleaning requirements have been implemented between uses.

Warming Center- Will remain fully operational in the Community Center on nights that it is needed.

School Lunch Program- (see above for details)

All City Park Structures are Closed (playgrounds, gazebo, restrooms)

Public green spaces are open but 6 feet of distance from others is required

Falls City Water & Sewer Customers

All penalties accrued from 3/14/2020 through the end of the State's emergency declaration will be waived. All scheduled shut-offs will be waived through the end of the State's emergency declaration. Regular charges for water use and sewer use will continue to accrue, please make payments as usual if you are able. Payment plans will be available on a case by case basis at the conclusion of the State's emergency declaration.

Falls City Community Services

Local volunteers are organizing to care for at-risk residents (age 60+, immunocompromised, those with pulmonary issues such as COPD , diabetics, cancer, etc.) who may lack family or friend support in Falls City or whose support person(s) may be sick themselves.

Please email Donna Creekmore at da_creekmore@yahoo.com with contact information of at-risk citizens and a family or friend support person who is currently helping them out. Volunteers will reach out to introduce themselves and make themselves available for support and information. Again, anyone experiencing symptoms should call their primary care doctor immediately.

Mountain Gospel Fellowship Produce Giveaway

The Friday produce giveaway will continue every Friday. Preventative measures to reduce the risk of spreading the virus (including increasing the distance between folks in line, safe handling of food items, etc.) will be communicated to customers.

Mountain Gospel Fellowship Church Services

Live community church services will broadcast on Facebook Live every Sunday at 11am. Go to <https://www.facebook.com/mountaingospelfellowship/> and join in from the comfort of home.

Falls City Foodbank at The Seventh-Day Adventist Church

Due to COVID-19, the foodbank will operate as a drive through. Please enter by the school and exit by the Church's west end. Boxes will be prepacked to minimize waiting times. The Foodbank will continue to operate every third Wednesday. The next foodbank will be on Wednesday, March 18 from 11am – 3pm. Thank you for your cooperation.

Falls City Businesses

The COVID-19 outbreak has severely impacted small businesses and their employees. We ask residents to consider supporting our local businesses during this time of uncertainty. As circumstances have been changing rapidly, we encourage you to check a business' Facebook page or call for up-to-date hours and other information.

The Boondocks: 503-787-2700

The Bread Board: 503-787-5000

Frink's General Store: 503-787-3535

If you have suggestions for services to be added to this list, please email mayor@fallscityoregon.gov

Message from the Falls City Fire Department

"The Volunteers of Falls City Fire Dept are always here for our community, no matter what. We want to assure the citizens of Falls City that we are continuing to respond on emergency calls as always. We are your fire department, and we proudly serve our community! Stay well and stay strong."

-Chief Robert Young, Falls City Fire Dept.

Other Resources

Non-City information is subject to change at any time, and the representations and terms therein are those of the listed entity and not the City of Falls City.

Pacific Power Customers

Pacific Power has temporarily suspended nonpayment disconnections and late fees for Oregon customers. If you are having trouble paying your bill, please make arrangements as soon as you can by calling, 1-888-221-7070 or going to,

<https://csapps.pacificpower.net/idm/my-account/payments/payment-arrangements>

CenturyLink Customers

CenturyLink Customers who have Covid-19, may have been exposed, or are showing symptoms of the virus may contact CenturyLink to have late fees or shutoffs temporarily waived. Go to centurylink.com or call (866) 642-0444.

Spectrum Customers

In all service areas, we are offering 60 days of internet service to households with K-12 or college students that do not currently have internet service with us. You can find additional details at <http://bit.ly/3a0Qa9K>.

Oregon Department of Human Services

DHS will discontinue its Friday program in the Community Center. DHS will continue to accept applications online and over the phone and can accept any documents through e-mail.

Online Application: [HTTP://APPS.STATE.OR.US/CONNECT](http://apps.state.or.us/connect) email: SSP@dhsosha.state.or.us Phone: 503-623-5526 (800) 699-9075 Replace EBT: (855) 328-5526, open 8:30-4:30, card will be mailed.

Republic Services

Trash and recycling service will continue as usual, but RS will be closing their office to the public. There will be a drop box for customers and they can leave a note for Republic to call back if need be. Monitor any updates at republicservices.com/coronavirus.