



# Public Works Committee

Thursday, February 23, 2023 at 6:00 pm

## Notice of Meeting

320 N Main St. Falls City, OR 97344

### Committee Members

Mike McConnell - Tony Meier - Jeff Propp - Gordon Hanson - Guy Mack - Cliff Lauder - Tracy young

1. Call to Order
2. Pledge of Allegiance
3. Motion to Adopt the Entire Agenda
4. Consent Agenda - Motion Action Approving Consent Agenda Items
  - a. October 17, 2022 minutes

#### Attachments:

- **Minutes** (2022.10.17\_PW\_Minutes.pdf)

5. Public Comments
6. New Business
  - a. Safe Routes to School

#### Attachments:

- **Staff Report** (2023.2.23\_SR\_1\_Safe\_Routes\_To\_School\_Project.pdf)
- **Project Drawing** (Exhibit\_A\_SR\_SRTS\_Overview.pdf)

- b. Excessive Septic Tank Pumping

#### Attachments:

- **Staff Report** (2023.2.23\_SR\_3\_Excessive\_Septic\_Tank\_Pumping.pdf)
- **Exhibit A** (Exhibit\_B\_Septic\_Tank\_Size\_List.pdf)

- c. Permit Parking on North Main Street

#### Attachments:

- **Staff Report** (2023.2.23\_SR\_2\_Main\_Street\_Parking\_Permits.pdf)

7. Old Business
8. Correspondence, Comments and Ex-Officio Reports
9. Committee Announcements
10. Adjourn



**City of Falls City**  
**Public Works Committee Meeting**  
Thursday October 27, 2022 6:00PM  
Meeting Location: 320 N. Main Street

**Committee Members Present**

Mike McConnell, Tony Meier, Gordon Hanson, Guy Mack

**1) Call to Order**

Chair McConnell called the meeting to order at 6:07 PM, took roll call.

**2) Pledge of Allegiance**

Chair McConnell led the Committee in the Pledge of Allegiance.

**3) Motion to Adopt the entire Agenda**

Member Meier moved and member Hanson seconded: **that we adopt the entire Agenda.**  
Motion carried 4-0-0 Ayes. Mike McConnell, Tony Meier, Gordon Hanson, Guy Mack.

**4) Consent Agenda: Motion Action Approving Consent Agenda Items**

Chair McConnell moved and member Mack seconded: **that we approve Consent Agenda Item, PWC Minutes August 25, 2022** Motion carried 4-0-0 Ayes. Mike McConnell, Tony Meier, Gordon Hanson, Guy Mack.

**5) Public Comment - None**

**6) New Business**

**A. Football Field Update - FYI**

Chair McConnell sketched a diagram of the football field drain field and explained the work performed by A Pederson Plumbing. The Committee thanks the City for the update, the explanation of work performed, financial implications and information on the scheduled beginning and completion dates of the new water treatment plant (lagoons).

**7) Old Business - None**

**8) Correspondence, Comments and Ex-Officio Report**

The PWC requests that City Staff notify Committee members by email with the PWC packet with time and date of meeting prior to actual meeting.

**9) Committee Announcements**

Next meeting to be determined.

**10) Adjourn**

Member Mack moved and Chair McConnell seconded: **that we adjourn.** Motion carried 4-0-0 Ayes. Mike McConnell, Tony Meier, Gordon Hanson, Guy Mack. Meeting adjourned at 6:33.

\_\_\_\_\_ Public Works Committee Chair McConnell

Attested: \_\_\_\_\_ Public Works Committee Member

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## STAFF REPORT

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**TO:** PUBLIC WORKS COMMITTEE  
**FROM:** CITY MANAGER, AJ FOSCOLI  
**SUBJECT:** SAFE ROUTES TO SCHOOL PROJECT  
**DATE:** FEBRUARY 23, 2023

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### SUMMARY

The design work for the Safe Routes to School project that will encompass Main Street from the bridge to Prospect Avenue is nearly complete.

### BACKGROUND

The city of Falls City applied for and received grants from ODOT for a Safe Routes to School project, as well as the Small Cities Allotment grant to upgrade sidewalks to and from the elementary school. Due to COVID, the work was pushed back several times, but as the design is nearly complete (Exhibit A), the engineering firm is looking at construction this summer. There have been some challenges with the design based on discrepancies of Right of Way from adjacent property owners, but with some negotiations with the engineering firm Westech and the adjacent property owners, we feel we're at a good point in this project.

### FINANCIAL IMPLICATIONS

This maintenance work will be paid with ODOT Safe Routes to School grant, and Small Cities Allotment grant.

### ATTACHMENTS

Exhibit A



DRAWING  
G-5

JOB NUMBER  
2969.2030

**WESTECH ENGINEERING, INC.**  
CONSULTING ENGINEERS AND PLANNERS  
1841 Foltz Avenue Industrial Dr., S.E., Suite 100, Salem, OR 97302  
Phone: (503) 585-2474 Fax: (503) 585-3986  
E-mail: westech@westech-eng.com



VERIFY SCALE

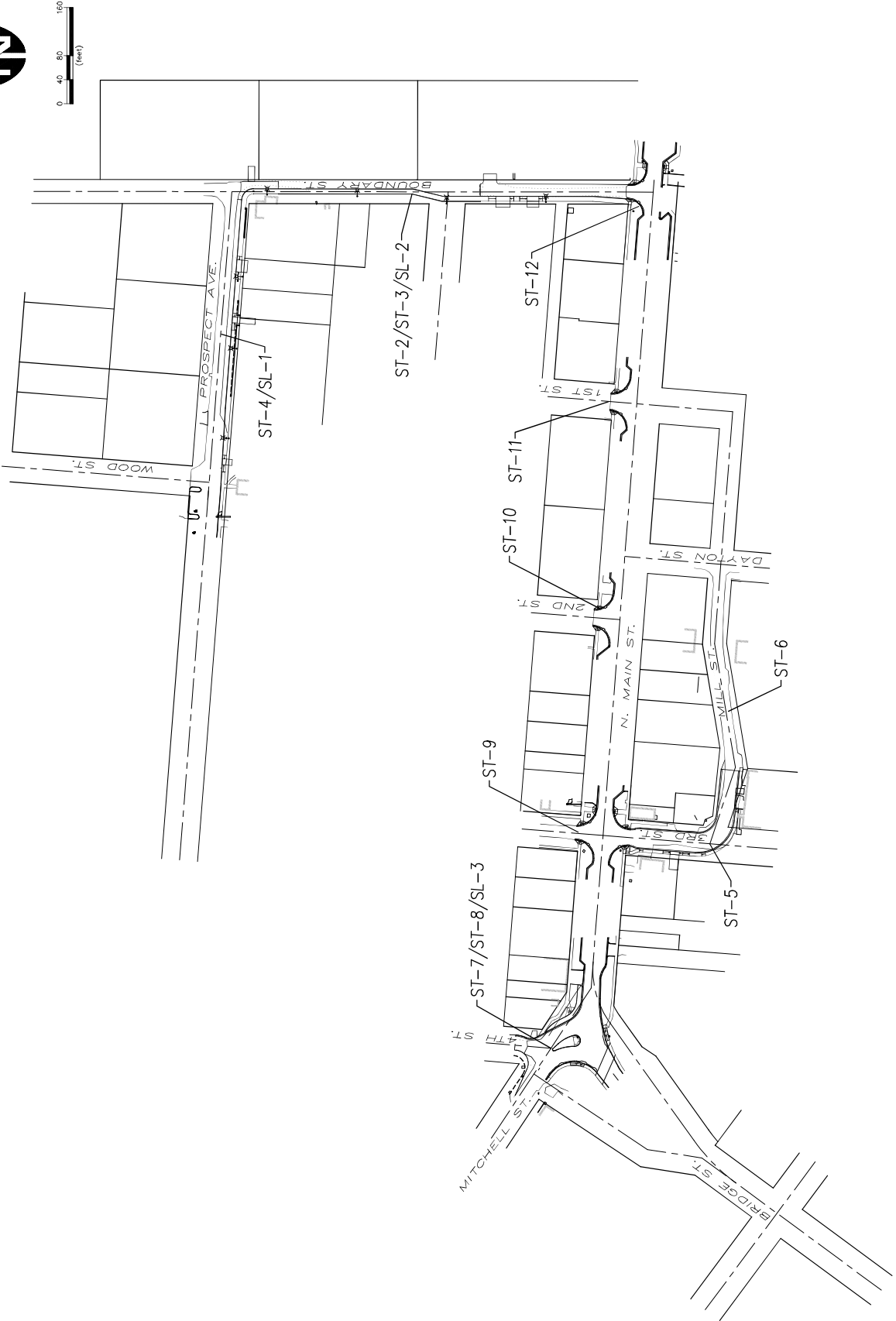
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ORIGINAL DRAWING

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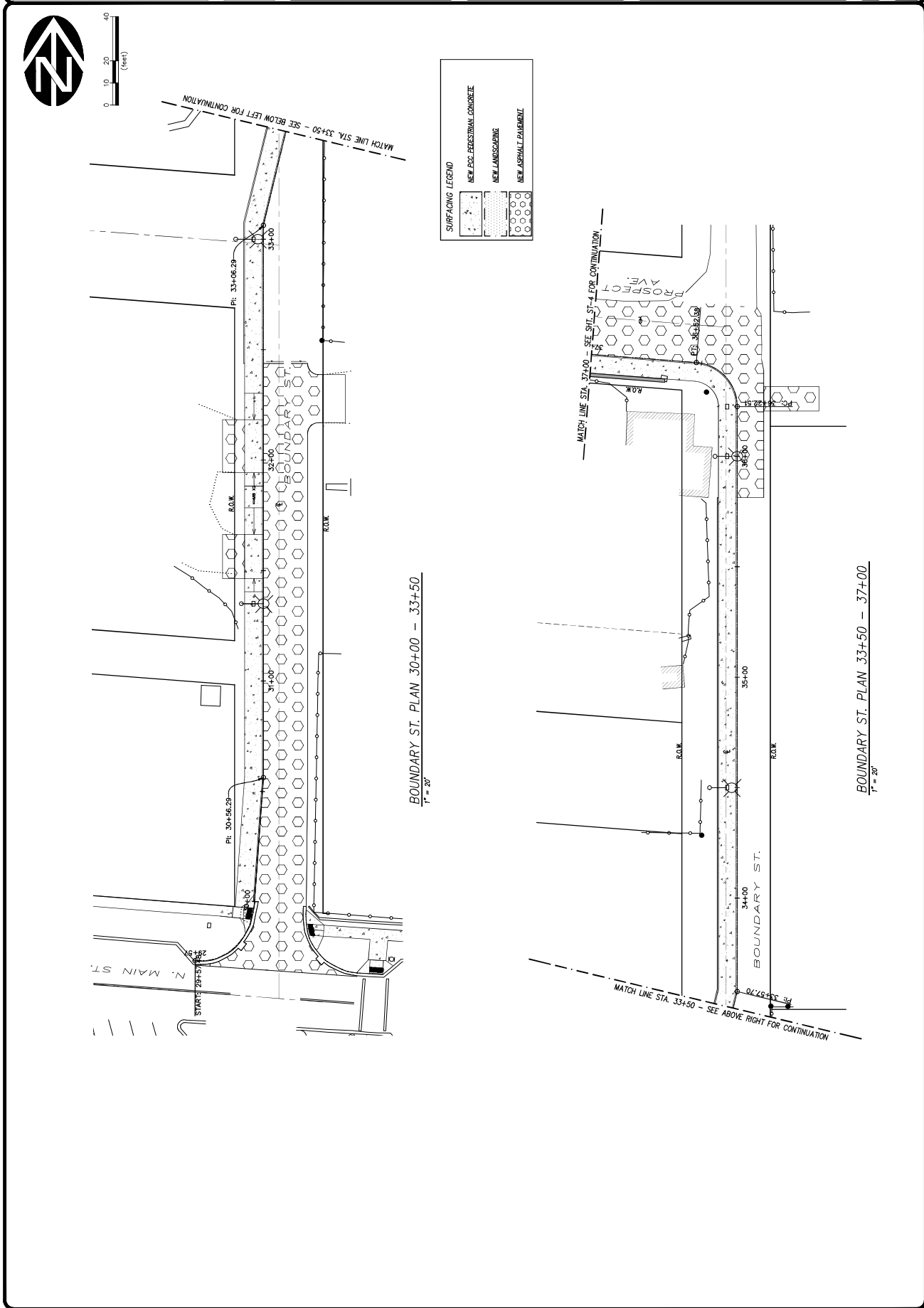
IF NOT ONE INCH ON  
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DATE: 05/2022

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## STAFF REPORT

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**TO:** PUBLIC WORKS COMMITTEE  
**FROM:** CITY MANAGER, AJ FOSCOLI  
**SUBJECT:** EXCESSIVE SEPTIC TANK PUMPING FEES  
**DATE:** FEBRUARY 23, 2023

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### SUMMARY

The city is looking at enacting fees for excessive septic tank pumping, due to overuse.

### BACKGROUND

The city of Falls City is statutorily required by DEQ to pump septic tanks within its STEP-system on a 5-year schedule. Industry standards suggest that under NORMAL USE, pumping does not have to be made except on a 6-7-year rotation. During my tenure in the city, there have been several instances where septic tank pumping have had to be made at 2-3 times the frequency of even DEQ's strictest standards. These highly frequent pumpings are not only disruptive of Public Works' schedule, but are costly as well, impacting the wastewater budget negatively. Since it is not possible for the city to enact limitations on the amount of use of our wastewater system by individual residents, especially when that use is directly correlated to the number of people living in a household, the only recourse to recoup maintenance costs above and beyond normal use, the city would like to explore fees to property owners whose septic tanks need to be pumped at a higher frequency that DEQ requires. This is an initial conversation to discuss the feasibility of such a program.

### FINANCIAL IMPLICATIONS

If enacted, Excessive Septic Tank Pumping Fees would be imposed on any resident within the city's wastewater system that are in addition to the standard pumping frequency that DEQ requires.

### ATTACHMENTS

Exhibit A – Pumping Frequency in Years  
Exhibit B – Septic Tank size List

Exhibit A

Household Size (Number of people)

Tank Size	1	2	3	4	5	6	7	8	9	10
500	5.8	2.6	1.5	1.0	.07	.04	.03	.01		
750	9.1	4.2	2.6	1.8	1.3	1.0	.07	.06	0.4	0.3
1,000	12.4	5.9	3.7	2.6	2.0	1.5	1.2	1.0	0.8	0.7
1,250		7.5	4.8	3.4	2.6	2.0	1.7	1.4	1.2	1.0
1,500		9.1	5.9	4.2	3.3	2.6	2.1	1.8	1.5	1.3
1,750			6.5	5.0	3.9	3.1	2.6	2.0	1.9	1.6

Tanks- Known Users				
Location		Septic Tank Size	Pump Frequency	Last Pump
1st	150	1000	2 yr	2010
1st	153	1000		2010
2nd	250	1000	2 yr	2018
2nd	253	1000	3 yr	2018
3rd	111/407/409	1000	3 yr	2018
3rd	154	1000	2 yr	2017
3rd	153/159	1250	3 yr	2019
3rd	161/404 N Main	1250	2 x yr	2019
4th	162	1000	17 yr	2018
4th	169	1000		2001
5th	260	1000	10 yr	2018
5th	465/371	1250	3 yr	2018
5th	475	1000	5 yr	2012
5th	496	1000	16 yr	2002
5th	498	1000		No work orders
5th	551	1000	3 yr	2018
5th	555	1500	4 yr	2018
5th	580	1000	15 yr	2018
6th	268/556 Mitchell	1250	4 yr	2015
6th	390	1500		2015
Alan	370	1000		No work orders
Alan	390	1000	2 yr	2018
Alan	400	1500	14 yr	2010
Alder	379	1000	1-2 yr	2018
Alder	390	1000	14 yr	2018
Alder	455/661 Bryant	1250	2 x yr	2017
Alder	589	1000	15 yr	2016
Alder	394	1500		No work orders
Alder	480/452 Fair Oaks	1250	15 yr	2016
Alder	570	1000	9 yr	2017
Alder	398	1000	2010	2003
Boundary	380	1000	vacant	2002
Boundary	381	1000	16 yr	2018
Boundary	85	1000	3 yr	2018
Boundary	88	1000	14 yr	2018
Bridge	150	1000	5 yr	2014
Bridge	141	1000		2011
Bridge	112	1000	16 yr	2018
Bridge	221	1000	12 yr	2018
Bridge	134	1000	8 yr	2018
Bridge	285	1000		2012
Bryant	575	1500		2017

Bryant	676	1000		2012
Bryant	559	1500		2006
Bryant	560	1000	17 yr	2018
Bryant	561	1000		No work orders
Bryant	564	1000	10 yr	2018
Bryant	672	1000	10 yr	2018
Bryant	673	1000		2001
Bryant	676	1000		2012
Bryant	671	1000		2017
Bryant	669	1000	16 yr	2018
Carey	135/137	1500	7 yr	2017
Carey	132/134	1500		2011
Carey	131/Vlot	1500		2018
Carey	136/138	1500		2015
Dayton	166/180	1250	11 yr	2017
Dayton	156	1000		2001
Dayton	171	1000		No work orders
Dayton	159/163	1250	5 yr	2017
Ellis	166	1000	9 yr	2017
Ellis	167/169/171	1250		2011
Fair Oaks	258	1000	4 yr	2018
Fair Oaks	197	1000		2019
Fair Oaks	381/234 Prospect	1000	annual	2019
Fair Oaks	271	1000	13 yr	2016
Fair Oaks	390/368	1250		2004
Fair Oaks	290/490 Wood	1250	4 yr	2018
Fair Oaks	494	1000		2016
Fair Oaks	360/364	1250	14 yr	2016
Fair Oaks	280	1000	4 yr	2014
Fair Oaks	281	1000	3 yr	2011
Fair Oaks	496	1000	6 yr	2016
Fair Oaks	498	1000		2016
Fair Oaks	368/390	1250		2004
Hopkins	513	1000		2017
Hopkins	520	1500		2008
Hopkins	521	1000	16 yr	2016
Mill	273	1000	6 yr	2018
Mill	279/299	1250	4 yr	2017
Mitchell	405	3000	annual	2018
Mitchell	670	1000	4 yr	2018
Mitchell	554	1000		2013
Mitchell	557	1000		2007
Mitchell	558	1000		2010
Montgomery	101	1500		2008
Montgomery	130	1000		2011

N Main	72	1000	10 yr	2018
N Main	212/216	1250	2 yr	2010
N Main	217	1000	2 yr	2019
N Main	242	1000		2001
N Main	318/320	1250	2 x yr	2019
N Main	321	1000		No work orders
N Main	319	1000		2017
N Main	420/418a/418b	1250	2 yr	2018
N Main	303	1000		2001
N Main	108/118	1250	2 yr	2017
N Main	304/306	1250	annual	2017
N Main	79	1000	15 yr	2022
N Main	80	1500		2017
N Main	85	1000		2017
N Main	401	1000		2001
N Main	93	1000	16 yr	2017
N Main	422	1500		2017
N Main	407/409/111	1250	3 yr	2018
N Main	205	1000		2001
N Main	281/285	1250	annual	2018
N. Main	404/161 3rd	1250	2 x yr	2018
N. Main	98/86	1250	1-3 ur	2018
N. Main	86/98	1250	annual	2018
N. Main	284	1000		2001
N. Main	314	1000		2008
N. Main -High school	111	3000	annual	2018
Parry	123	1000		2001
Parry	211	1000		No work orders
Pine	256	1000	17 yr	2018
Pine	456	1000		2008
Pine	199	1000		2018
Prospect	476	1000	2 yr	2018
Prospect	485/495	1250	2 yr	2018
Prospect	61	1000	2 yr	2017
Prospect	65	1000		2001
Prospect	68	1000		2018
Prospect	77	1000		2018
Prospect	235	1500		No work orders
Prospect	486	1000		2017
Prospect	479	1000	17 yr	2018
Prospect	90	1000	2 yr	2018
Prospect	100	1000		2014
Prospect	461	1000		2011
Prospect/Grade School	177	3000	annaul	2018
Prospect	471	1000	7 yr	2018

S Main	240	1000		2012
S Main	120	1000		2009
S Main	10	1000	vacant	2001
S Main	32	1000	2 yr	2018
S Main	36	1000	13 yr	2018
S Main	26	1000		2011
S Main	110	1000		2011
S Main	130	1000		2014
S Main	246	1000		2018
S Main	260	1000	6 yr	2017
S Main	288	1500		2006
S Main	280	1500		2006
S Main	360	1000	3 yr	2021
S Main	380	1000	7 yr	2018
S Main	383	1000		2018
S. Main	220	1000	3 yr	2014
Sheldon	34	1000		2008
Sheldon	26	1000		2010
Terrace	445	1000		No work orders
Terrace	435	1000		2012
Terrace	439	1000		2012
Wood	390	1000		2008
Wood	560	1000	7 yr	2016
Wood	580	1000	13 yr	2018
Wood	592	1000		2016

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## STAFF REPORT

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**TO:** PUBLIC WORKS COMMITTEE  
**FROM:** CITY MANAGER, AJ FOSCOLI  
**SUBJECT:** MAIN STREET PARKING PERMITS  
**DATE:** FEBRUARY 23, 2023

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### SUMMARY

The city is looking at Parking Permits on Main Street to deter illegal parking on Main Street.

### BACKGROUND

The city of Falls City has enacted Code Enforcement programs in the past in order to reduce the amount of infractions to the city's development code which range from yard debris to illegal fences to zombie vehicles. Since it is not likely that the city will be able to afford a full-time Code Enforcement officer in the next fiscal year, in order to achieve some success in code enforcement of at least illegally parked cars, the city is looking at enacting parking permits on Main Street. This is an initial conversation to discuss the feasibility of such a program.

### FINANCIAL IMPLICATIONS

If enacted, parking permits to the city would generate some revenue, but likely only enough to cover administrative expenses.