

City of Falls City
City Council Regular Meeting Minutes
January 11, 2018 6:00 PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Council Present: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, Charlie Flynn

Staff Present: Terry Ungricht, City Manager; JoHanna Birr, City Clerk; and Cody DeCamp, City Recorder.

Mayor Gordon called the meeting to order at 6:01 pm.

1) Roll Call

Clerk Birr took roll call. Councilor D. Sickles was absent.

2) Pledge of Allegiance

Mayor Gordon led the pledge.

3) Motion to adopt the entire Agenda

A motion was made by Councilor Meier and seconded by Councilor L. Sickles to adopt the entire agenda. Motion carried 5-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Charlie Flynn

4) Consent Agenda

Clerk Birr distributed the Sheriff's Report for December (Exhibit A). Also handed out by Sheriff Garton was 2017 Falls City Stats (Exhibit B).

A motion was made by Councilor L. Sickles and seconded by Councilor Meier to adopt the Consent Agenda. Motion carried 5-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Charlie Flynn

5) Public Comments

None

6) New Business

A. Falls City Fire Department

Council chose to postpone discussion on the Falls City Fire Department until Fire Chief Young arrived from a prior commitment.

B. Resolution 01-2018, Five Year Local Option Levy

City Recorder DeCamp spoke on Resolution 01-2018 calling for an election May 15, 2018. It would refer to the voters within the Urban Growth Boundary of Falls City a five-year local option levy to fund fire and emergency service operations. Resolution 01-2018 would serve as the city's referral text and ballot title. The ballot title would be published in the local newspaper, then filed with the County who would assign a measure number for the May 2018 ballot.

Councilor Flynn asked if the amount of \$1.00/\$1000 of assessed value was impacted by recent changes at the Falls City Fire Department (FCFD) and if staff is expecting that \$41,000 a year would take care of Fire Department equipment costs. City Manager Ungricht said the focus of funding is mainly on equipment. Eventually the funding will purchase a used fire engine, tender, and a duty rig. With the passage of the levy, the city will not be able to borrow money, but can apply for bonds to purchase equipment before the funding from the levy is available.

Councilor Drill asked if costs included West Valley Medical purchases. City Manager Ungricht explained those are partial operating costs. Councilor Drill asked about the section in the explanatory statement stating that funding would also go towards the Falls City Volunteer Fire Association. City Manager Ungricht answered that with the previous Southwest Polk Rural Fire Department (SWPFD) agreement Falls City negotiated a donation from SWPFD for around \$900 monthly to FCFD. With the end of the agreement, Falls City now donates around \$200 monthly to FCFD, but with the passage of the levy, Falls City will be able to negotiate with FCFD to increase the donation.

A motion was made by Councilor Meier and seconded by Councilor Lauder that the City Council of the City of Falls City adopt Resolution 01-2018 – **A RESOLUTION CALLING AN ELECTION ON MAY 15, 2018, TO REFER TO THE VOTERS OF THE CITY OF FALLS CITY A FIVE YEAR LOCAL OPTION LEVY TO FUND FIRE AND EMERGENCY SERVICES OPERATIONS.** Motion carried 5-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Charlie Flynn

C. Resolution 02-2018, IGA with Polk County Sheriff's Office

Resolution 02-2018 would allow an intergovernmental agreement (IGA) between Falls City and Polk County Sheriff's Office (PCSO). City Recorder DeCamp explained that the IGA involves PCSO agreeing to provide code enforcement on specified sections of the Falls City Municipal Code.

Mayor Gordon asked Sheriff Garton if these enforced sections of the municipal are not included with county or state law enforcement. Sheriff Garton said that PCSO enforces state law, county, then local municipal ordinances. City Manager Ungricht commented that the intent is to give PCSO better enforcement tools within the community.

Councilor Lauder questioned whether there would be fees for enforcement services. Sheriff Garton responded that there are no fees included, but there has been talk of potential employee overtime costs in the future.

Councilor Flynn inquired about the process for tagging abandoned vehicles. City Manager Ungricht explained that the Sheriff's Office has a contract with a tow companies and the city would work jointly with the Sheriff's Office. It is easier for PCSO to get a tow truck out to Falls City through their towing contract. Although Falls City has a code enforcement process for tagging abandoned vehicles, the current code enforcement would not prevent the Sheriff's Office from putting their own tags on vehicles. As long as abandoned vehicles are on public Right-Of-Way, they can be tagged. Councilor Drill thanked Sheriff Garton and City Manager Ungricht for developing the IGA.

Sheriff Garton handed out the Sheriff's Report for December (Exhibit A) to Council and staff and spoke on the report. Sheriff Garton noted that crimes and arrests have dropped in Falls City over the past year according to the 2017 Falls City Stats (Exhibit B). Proactive police support suggests the reason for reduction in crimes. Burglaries are down approximately 40% from last year. Mental health related issues and traffic stops have increased.

Mayor Gordon thanked Sheriff Garton for the hard work he and his department have put into the community, work that is not always reflected in reports.

A motion was made by Councilor Flynn and seconded by Councilor Meier that the City Council of the City of Falls City adopt Resolution 02-2018 - **A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE POLK COUNTY SHERIFF'S DEPARTMENT FOR THE PROVISION OF ENFORCEMENT OF SPECIFIED SECTIONS OF THE FALLS CITY MUNICIPAL CODE.** Motion carried 5-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Charlie Flynn

6A) Fire Chief Young arrived to speak on New Business Item 6A) Falls City Fire Department

Chief Young stated there has been much reported on the fire department and would like to clear up confusion the community might have. He explained negotiations with SW Polk Fire District (SWPFD) resulted in Falls City faced with only two options. For SWPFD to take over Falls City Fire Department (FCFD) administration or take back their equipment. After consideration, Chief Young and City Manager Ungricht decided that they could not allow SWPFD to run the administration.

Chief Young explained the Falls City Fire Department had some issues with volunteers in the past, which led to the formation of a Grievance Committee. Two volunteers were released from duty on separate incidences. Chief Young has been the Fire Chief of FCFD for almost 40 years and made it clear that when he leaves the department it will be as strong as or stronger than it was when he took it over. Chief Young would like to renegotiate with SWPFD.

Chief Young said there were communication issues that hindered Falls City Fire Department's ability to get certification from the Department of Public Safety Standards and Training (DPSST). DPSST had made an error causing certification to lapse. This has been corrected to allow continued certifications in the future. Becoming DPSST certified would allow the department to do their own safety training rather than bring in an outside source. City Manager Ungricht said an agreement with Target Solutions for training would help the FCFD become DPSST certified. Mayor Gordon thanked Chief Young for his service and opened questions to council.

Councilor Flynn asked about previous costly negotiations. Chief Young explained that SWPFD originally paid Falls City Fire Department \$24,000 per year then SWPFD wanted Falls City Fire Department to pay them \$36,000 per year under the new contract. Chief Young said that was not feasible and could not continue negotiations.

Councilor Flynn inquired as to what the existing fire engine's capabilities were. Chief Young stated that the fire engine is not well suited for rural roads. It came from Salem where street & driveway standards are much higher. There are instances the fire engine will not be able to make it up a rural driveway. Chief Young estimated that 10% of the time there would be roads the fire engine could not go up. A fire truck is being donated by another city, and another truck may be available from Silverton.

Councilor Lauder asked how the loss of the agreement with SWPRFD affects the Falls City Fire Department's (FCFD) ability to respond outside of city limits. Chief Young stated he has instructed his firefighters to respond to calls out side of city limits if the call is a life-threatening emergency. Examples are an overturned vehicle, CPR or a fully engulfed structure fire. City Manager Ungricht commented that Falls City still has a Mutual Aid Agreement (MAA) with SWPFD, which requires FCFD to respond to calls in their jurisdiction. Chief Young noted that a MAA with any entity allows them to ask for help from FCFD, but FCFD is not equipped to reciprocate aid due to distance and lack of equipment resources.

Councilor Meier asked if FCFD would make a list of locations, they would not be able to respond with the current fire engine. Chief Young stated he would leave it up to his officers to decide, as most of them know where the engine can and cannot go. City Manager Ungricht mentioned that emergency response could be weather dependent. In rainy conditions, the fire engine may become stuck on a muddy road.

Councilor Drill asked about medical aid ending. Chief Young referred to the resignation of the FCFD's Physician Advisor (PA) after the failed negotiations with SWPFD. FCFD is working to find a

temporary PA. A PA gives (EMTs) the right to work under their physician's license. Chief Young clarified the FCFD will not be able to respond to medical calls after January 21, 2018 without a PA.

Councilor Lauder asked if FCFD will be prepared if the levy to fund the FCFD does not pass. Chief Young explained that he is prepared and will find a solution if needed. Staff is currently looking into different funding opportunities. Chief Young said that FCFD is 112 years old and it will not end on his watch.

Councilor Drill wanted to clarify accountability regarding negative claims/comments made by SWPFD. She agreed with Chief Young and City Manager Ungricht in that the city should not act in a negative way, but believes there should be consequences for negative actions. City Manager Ungricht believes that the elected board for SWPFD will feel the consequences for their actions in their own communities because the actions they took also affect their district. Councilor L. Sickles expressed her trust and support for Fire Chief Young.

Councilor Flynn asked how Falls City would respond to medical emergencies in the Black Rock Mountain Bike –Association (BRMBA). Chief Young explained that FCFD still responds to medical emergencies at BRMBA, which is not in SWPFD jurisdiction. He added there are ten to twelve accidents at BRMBA per year.

Mayor Gordon then opened up the public comments portion of the discussion.

Mike McConnell, resident of Falls City, asked about Weyerhaeuser Timber Company's fire protection. Chief Young explained Weyerhaeuser is in the Oregon Department of Forestry's District. FCFD will not be able to make it to that location without a proper fire engine. Mr. McConnell inquired on the decline of volunteers with Dallas Fire Department. Chief Young referred anyone with questions about Dallas Fire to contact them directly.

Sharon Volk, a FCFD EMT, clarified the decline in volunteers is not just a local problem but it is a problem nationwide. Volunteers are required to have the same training as paid professional firefighters and paramedics. This is difficult when you work one or several jobs.

Donna Creekmore, resident of Falls City, asked about changes to emergency medical response times due to losing the PA's license. Chief Young stated there would still be ambulance service from SWPFD, but the response time will likely be five minutes longer. Ms. Creekmore expressed concern for her family in the case of an emergency.

Mayor Gordon closed the discussion.

D. OLCC License Renewals

Three businesses have liquor licenses that will expire on Mar 31, 2018. Oregon Liquor Control Commission (OLCC) has a process where cities send notices to businesses that they must renew their licenses, and then the city sends a letter to OLCC recommending approval or denial of renewal. City Manager Ungricht added that the license renewal process with OLCC happens each year.

A motion was made by Councilor Lauder and seconded by Councilor Flynn that the City Council of the City of Falls City **DIRECT STAFF TO WRITE A LIQUOR LICENSE RENEWAL RECOMMENDATION TO OLCC FOR FRINK'S GENERAL STORE, THE BOONDOCKS, AND THE BREAD BOARD.** Motion carried 3-1-1. Ayes: Tony Meier, Cliff Lauder, Charlie Flynn Nays: Jennifer Drill Abstain: Lori Jean Sickles

E. 304 and 306 North Main Property Donation

Mayor Gordon announced the property donation of 304 and 306 North Main from Steele Family, LLC. has been completed. He thanked Clerk Birr for creating the opportunity and transaction. The city paid for the inspection, appraisal, and closing costs associated with the property. There will be property taxes to pay as well.

Councilor Flynn asked if City Hall would move to the location. City Manager Ungricht felt the location should be revenue neutral, sold, or would like to see a business in it.

Mike McConnell would like to reach out to Corvallis Medical Clinic who could continue to operate a medical clinic at the property as it has been historically when built in 1914. Councilor Flynn would like to go and look at the building. City Manager Ungricht suggested forming a committee to create business ideas for the building. The property is in poor condition and leasing it to a business that would bring the building up to compliance could be an option.

Councilor Meier noted the importance of finding out what is wrong with the property and what the fixing costs would be. Councilor Lauder said cost would be dependent upon whether or not a business would invest in the property. Council agreed it best to form a committee to create revenue ideas for the property; this will keep the community involved with the process.

A motion was made by Councilor Drill and seconded by Councilor Meier that the City Council of the City of Falls City **APPOINT A COMMITTEE OF COUNCIL MEMBERS AND CITIZENS TO COME UP WITH BUSINESS IDEAS FOR 304 AND 306 N. MAIN ST.** Motion carried 5-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Charlie Flynn

F. Representative Kurt Schrader Town Hall

Representative Kurt Schrader sent an invitation to the city to attend his January 22, 2018 Town Hall meeting. Mayor Gordon said he would attend the meeting with Councilor's Drill and Meier.

G. City Charter and Council Rules

Councilor Flynn asked at the last Council meeting whether roll call is necessary at the City Council meetings. Staff determined the Voting Generally section of the Council Rules explains that all members of the governing body are accounted for on record during roll call and voting recorded using roll call fashion.

H. Council Goals Setting Session and 2017 Update

City Manager Ungricht offered to have Mid-Willamette Valley Council of Governments (MWVCOG) at the Goals Setting Session. He does not feel that it is necessary as the city will have fewer goals this year and Council is familiar with the goal setting process. He believes Council should focus on employment. A new public works employee will need to be hired and trained. Mayor Gordon said he would consult with MWVCOG to make sure council has a smooth goal setting process. Mayor Gordon decided he would put together a poll for Council to determine a date and time to meet for goal setting.

I. Records Retention and Destruction Policy

Clerk Birr discussed the process of record retention and destruction. She explained that state law requires staff to list the records to be prepared for destruction and type of retention for each record. City Manager Ungricht added the process for record destruction is very time consuming and needs to be done properly.

7) Correspondence, Comments and Ex-Officio Reports

A. Managers' Report

City Manager Ungricht is working with the City Engineer on receiving a proposal to bid for the replacement of sand in our water treatment filters. It has been a difficult process trying to find the correct specified sand. The plan for the sand filter project is to replace the sand in one filter at a time over the next three to four years. City Manager Ungricht recommends a significant water rate increase in the next budget to pay for the sand.

Code Enforcement is moving along. Staff works on a complaint driven process deciding which cases are most critical. Three properties currently have citations. Staff is making every effort to help the property owner become compliant.

There is a need for community members to fill five seats on the budget committee. Staff hopes to have the budget calendar and new member applications for council approval next meeting.

City Manager Ungricht may be resigning soon. He will continue to volunteer for the budget, bills, code enforcement and a few other tasks within City Hall but begin phasing himself out. Mayor Gordon would be helping with personnel and IT. If Council feels it necessary, an interim manager could be recruited through the Council of Governments. The City has been very fortunate to have City Manager Ungricht's expertise while volunteering in his position. He has saved the City in between \$80,000.00 to \$100,000.00 over the past three years by volunteering. Those monies were able to go toward projects instead of salary, which will no longer be the case when a manager is hired.

Mayor's Report

Mayor Gordon reported he would be attending meetings soon with Commissioners Ainsworth, Wheeler, and Pope. Mayor Gordon also said if Council had any county questions or issues, he could take those to the meetings.

Training for volunteers participating in the Point in Time Homeless Count is on January 28, 2018 at 5:00 PM at the Community Center. The Point in Time Homeless Count itself will be on January 31, 2018.

8) Council Announcements

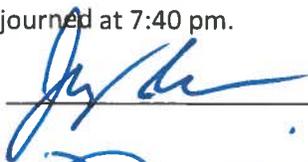
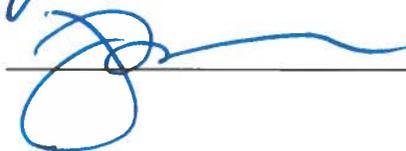
Councilor Lauder said the city cannot afford a typical City Manager's salary. Councilor Lauder added the city must have a manager because it is required in the City Charter, but without the negative financial impact, the city has seen in the past.

Library Report

No Library Report provided for Council.

9) Adjourn

The meeting adjourned at 7:40 pm.


 _____ Mayor, Jeremy Gordon
 Attested: 
 _____ City Clerk, JoHanna Birr

December 2017 Falls City Stats

Exhibit A

Falls City Calls for Service						
Accident	1	DOA	0	Hit and Run	0	Susp Activity
Assault	0	FIR	0	Menace	0	Susp Person
Animal	2	Domestic Dist	0	Misc Crime	1	Susp Vehicle
Area Check	1	Drug	1	EDP	1	Theft
Assault	1	FIR	1	Ordin Vio	1	Tow
Assist Other Agency	8	Fire/EMS	1	Overdose	0	traffic assist
ATL (attempt to locate)	1	Follow up	6	prowler	0	Traffic Stops
Dog Bite	0	Found Prop	1	runaway	0	Trespass
Citizen Contact	7	Found Person	0	sex offense	2	Warrant
Civil Paper Service	6	Gen Disturb	0	Shots Fired	0	Welfare Check
Criminal Mischief	0	Harassment	0	Stolen Veh	1	Unclass

27

10

6

20

Falls City Calls for Service	63	Of the FC Calls for Service	9	involved crimes
Total Calls for Service (county wide)	1866	FC Cases Cleared by Arrest	7	77.8% clearance
Falls City % of Total Calls	3.4%	Total Arrests in Falls City	6	3.9% of total arrests

Total Service Calls (Polk County)	1866	Crimes Occ	5	(county wide)
Cases Cleared by arrest	194	64.9%	0	(Falls City)
Total Arrests (county wide)	126			
	152			(only true crimes reported here)

2017 Falls City Stats

Falls City Calls for Service							
Accident	3	Fight	5	Hit and Run	3	Susp Activity	33
Alarm	2	FIR	14	Intox	4	Susp Person	17
Animal	40	Domestic Dist	38	Misc Crime	10	Susp Vehicle	13
Area Check	31	Drug	7	EDP	13	Theft	18
Assault	7	FIR	14	Ordin Vio	5	DUII	1
Assist Other Agency	70	Fire/EMS	57	Overdose	2	traffic assist	3
ATL (attempt to locate)	11	Follow up	70	proowler	1	Traffic Stops	112
Dog Bite	2	Found Prop	3	runaway	2	Trespass	17
Citizen Contact	80	Armed Person	1	sex offense	7	Warrant	2
Civil Paper Service	118	Gen Disturb	17	Shots Fired	4	Burglary	7
Criminal Mischief	7	Harassment	11	Stolen Veh	4	Unclass	45

371

237

55

268

Falls City Calls for Service 2017	931	Of the FC Calls for Service 2017	139	involved crimes
<i>Falls City Calls for Service 2016</i>	<i>1027</i>	<i>Of the FC Calls for Service 2016</i>	<i>232</i>	<i>involved crimes</i>
Total Calls for Service (county wide)	24414	FC Cases Cleared by Arrest	74	53.2% clearance
		<i>FC Cases Cleared by Arrest 2016</i>	<i>144</i>	<i>62.1%</i>
Falls City % of Total Calls Countywide	3.8%	Total Arrests in Falls City	73	4.6% of total arrests
		<i>Total Arrests in Falls City 2016</i>	<i>192</i>	<i>18.90% of total arrests</i>

Total Service Calls (Polk County) 2017	24414	Juvenile Arrests 2017	106	(county wide)
<i>Total Service Calls (Polk County) 2016</i>	<i>20290</i>	<i>Juvenile Arrests 2016</i>	<i>83</i>	<i>(county wide)</i>
Crimes Occurred 2017	2397	Juvenile Arrests 2017	5	(Falls City)
<i>Crimes Occurred 2016</i>	<i>1929</i>	<i>Juvenile Arrests 2016</i>	<i>24</i>	<i>(Falls City)</i>
Total Arrests (county wide) 2017	1592	Cases Cleared by arrest 2017	1481	61.8%
<i>Total Arrests (county wide) 2016</i>	<i>1018</i>	<i>Cases Cleared by arrest 2016</i>	<i>1001</i>	<i>(county wide)</i>