City of Falls City
City Council Regular Meeting
Thursday March 10, 2016
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Council Present: Mayor Terry Ungricht, Lori Jean Sickles, Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop

Staff Present: Domenica Protheroe, City Clerk; Don Poe, Public Works Lead Worker

Mayor Ungricht called the meeting to order at 6:01 PM.

1) **Roll Call**
Clerk Protheroe took roll call. Councilor L. Sickles arrived at 7:00 PM. Councilor Drill left the room between 7:25 PM and 7:26 PM.

2) **Pledge of Allegiance**
Mayor Ungricht led the pledge.

3) **Motion to adopt the entire Agenda**
A motion was made by Councilor D. Sickles and seconded by Councilor Meier to adopt the entire agenda, with the addition of Item H, Sewer Procedures, and Item I, Sewer Audit. Motion carried 5-0-0. Ayes: Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop

4) **Consent Agenda**
Exhibit A, Page 2 of the Mayor's Report for the February 3, 2016 Work Session Minutes was distributed to Council prior to the meeting.

Pacific Power bill was lower because the Fire Department had closed the bay doors more often than not. Inefficient fire bay heater had not been replaced. Mayor Ungricht would email a copy of the Polk County Sheriff bill to Councilor Drill. Sharon Volk Grene was reimbursed for Falls City Fire Department medical supplies purchased with her personal credit card.

A motion was made by Councilor Drill and seconded by Councilor D. Sickles to adopt the Consent Agenda with the addition of Page 2 of the Mayor's Report for the February 3, 2016 Work Session Minutes. Motion carried 5-0-0. Ayes: Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop.

5) **Public Comments**
Mike McConnell of Falls City spoke on behalf of the Falls City Historic Landmarks Commission. Mr. McConnell asked Council to consider created a historic property renovation loan incentive program under the City Revolving Loan Fund to allow loans to applicants who did not qualify as low income, providing the renovations fall within the guidelines of the Historic Commission.

Mayor Ungricht reported that the Revolving Loan Fund available balance was low and requested that the Historic Landmarks Commission move forward to adopt the Inventory of Historic Landmarks and then forward the list onto the City Council for adoption.

6) **New Business**
A. **Appointment of Elections Officer**
The City Manager normally serves as the Election Officer. Because Mayor Ungricht also serves as City Manager, and planned to run for reelection in the November 2016 Election, he could not

serve as the election officer. Domenica Protheroe, City Clerk, had served as the Elections Officer in 2012.

A motion was made by Councilor Meier and seconded by Councilor Melin that the City Council of the City of Falls City appoint City Clerk Domenica Protheroe as Falls City Elections officer. Motion carried 5-0-0. Ayes: Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop.

B. MOU on Fire Grant

Mayor Ungricht and Lori Albert attended a class for the FEMA 2016 Assistance to Firefighters Grant. Fire Chief Fred Hertel, Southwestern Polk County Rural District/Dallas Fire Department also attended the class and agreed to submit a regional grant application because a regional grant application would increase call volume and citizens served. Fire Chief Young had agreed to a joint application.

The Memorandum of Understanding (MOU) was for a regional FEMA 2016 Assistance to Firefighters Grant between Falls City Fire Department, Dallas Fire Department, Dallas Emergency Medical Services, and Southwestern Polk Rural Fire District. The MOU specified specific roles and responsibilities. The cost to the City of Falls City for self-contained breathing apparatus (SCBA's) was $1,843 and Radio grant was $9,931.60 for Radios, for a total of $11,775.

Mayor Ungricht read aloud the full title of Resolution: RESOLUTION 03-2016 - A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN FALLS CITY FIRE DEPARTMENT, DALLAS FIRE DEPARTMENT, DALLAS EMERGENCY MEDICAL SERVICES, AND SOUTHWESTERN POLK RURAL FIRE DISTRICT FOR THE REGIONAL APPLICATION OF THE 2016 ASSISTANCE TO FIREFIGHTERS GRANT (AFG) PROGRAM ADMINISTERED BY FEMA.

Councilor Drill asked Mayor Ungricht to confirm that Falls City was the lead applicant for apparatus and that Southwestern Polk County Rural Fire District was the lead applicant for the radios. Mayor Ungricht confirmed and clarified that he, as City Manager, would sign the MOU.

A motion was made by Councilor D. Sickles and seconded by Councilor Meier that the City Council of the City of Falls City adopt Resolution 03-2016 - A resolution adopting the Memorandum of Understanding between Falls City, Dallas Fire Department, Southwestern Polk Fire District, and Dallas EMS for the 2016 Assistance to Firefighters grant cycle. Motion carried 5-0-0. Ayes: Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop.

C. Request from Parks Committee

A motion was made by Councilor Meier and seconded by Councilor Melin that City Council of the City of Falls City instruct staff to work with the Parks Committee to draft survey questions and mail questions in water bills.

Councilor Drill requested to combine the Emergency Preparedness Team survey questions. Councilor Drill would submit survey questions to Mayor Ungricht. Mayor Ungricht stated that the survey would be limited to one page to control costs; one side would include Park and Recreation questions and the other would include Emergency Preparedness Team questions.

Councilor Meier amended his motion and Councilor Melin seconded that that City Council of the City of Falls City instruct staff to work with the Parks Committee to draft survey questions, and include the Emergency Preparedness Team survey questions and mail in water bills. Motion carried 5-0-0. Ayes: Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop.

D. **Town Hall Meeting Report**

Mayor Ungricht reported that there was a good turnout at the February 23, 2016 Town Hall meeting. The meeting topics were law enforcement and a neighborhood watch program. Polk County Sheriff officers attended the meeting and reported that they would be more than willing to help set up a neighborhood watch program in Falls City. Mayor Ungricht stated that this effort would be a good way to build a relationship with law enforcement agency considering our limited funds.

Councilor Drill announced that the next Town Hall Meeting was March 29, 2016 at 7:00 PM in the Community Center. The topic would be the Neighborhood Watch Program.

Mayor Ungricht asked Councilors to encourage citizens to attend and cautioned Councilors to avoid a quorum at the Town Hall meeting.

E. **Agreement with Falls City Fire Association**

Council had approved the agreement with the Falls City Fire Association by motion in January 2015. The agreement should have been adopted by Resolution. Agreements adopted by resolutions would ease research efforts by future staff.

The agreement provided an opportunity for renegotiation annually and described the automatic renewal process.

Mayor Ungricht read aloud the full title of RESOLUTION 04-2016 - A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF FALLS CITY AND THE FALLS CITY FIRE ASSOCIATION SETTING THE MONTHLY COMMUNITY CONTRIBUTION TO THE VOLUNTEER FIREFIGHTERS.

A motion was made by Councilor Meier and seconded by Councilor Bishop that the City Council of the City of Falls City adopt Resolution 04-2016 A Resolution adopting an agreement between the City of Falls City and the Falls City Fire Association. Motion carried 5-0-0. Ayes: Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop.

F. **TMDL Pet Waste Stations carried over per Council motion**

Council tabled Pet Waste Stations at the February 2016 City Council Meeting.

Mayor Ungricht informed Council that Total Maximum Daily Load (TMDL) list was an agreement with Department of Environmental Quality for stormwater management. He wanted to keep storm drainage issues in front of Council.

Council discussed TMDL. The storm drain on Bridge Street would be fixed during the paving project under the Small City Allotment Grant (SCA). Councilor Drill thought the City was doing a great job managing TMDL; children work with the Booster Club to pick up garbage, and the City provided toilets during the summer at both the Fay Wilson Memorial Park and the Michael Harding Park. Councilor Drill and Councilor Meier did not support the pet waste stations. Councilor Drill though that the City should instead focus on human waste issues and she was concerned about vandalism of the pet waste stations.

Councilor D. Sickles supported the pet waste stations stating that they are common fixtures in parks. Councilor Bishop supported the pet waste stations and thought citizens and visitors would use them if they were installed.

A motion was made by Councilor D. Sickles and seconded by Councilor Bishop that that the City of Falls City, City Council approve the purchase of three (3) Pet Waste Stations to be placed at the Lower Park, Upper Park and the Falls Park to satisfy 2016 Total Maximum Daily Load (TMDL) requirements. Motion carried 3-2-0. Ayes: Gerald Melin, Dennis Sickles, Julee Bishop. Nays: Jennifer Drill, Tony Meier.

G. **Resolution 05.2015 changing bulk water fees and sewer hookup fees and Public Hearing per ORS 294.160 raising fees**

Mayor Ungricht announced that the public hearing per ORS 294.16 was an opportunity for any member of the public to comment on or make requests regarding the proposed resolution raising non-contracted bulk water sales and considering the simple/complex sewer connection fees into one connection fee of $3,250.00.

Mayor Ungricht opened the public hearing at 6:39 PM.

Mayor Ungricht invited public comment.

No public comments.

Mayor Ungricht closed the public hearing at 6:40 PM.

Council discussed non-contracted bulk water sales to loggers during fire season and Luckiamute Domestic Water Cooperative customers who are not allowed to use water for irrigation. Mayor Ungricht hoped to target revenue from the sale of non-contracted bulk water for the purchase of a keyed meter installed on a hydrant that would automatically charge the customer. The resolution would not prevent the City from entering into future contracts for bulk water.

Mayor Ungricht read aloud the title of the Resolution No. 05-2016 - A RESOLUTION DETAILING FEES FOR WATER SERVICE AND RELATED CHARGES; AND SEWER CONNECTION FEES; AND REPEALING PRIOR RESOLUTIONS.

A motion was made by Councilor Melin and seconded by Councilor Bishop that the City Council of the City of Falls City approve Resolution 05-2016 - A resolution raising the cost of non-contracted bulk water sales and consolidating the simple and complex sewer hookup fees into one sewer hookup Fee. Motion carried 5-0-0. Ayes: Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop.

H. **Sewer Procedures**

Exhibit B – Agenda Report titled New Reporting System for Sewer Tank Actions was distributed to Council prior to the meeting.

Mayor Ungricht reported that he had directed staff to use the Utility Billing System for all work orders for sewer actions, such as pumping. The centralized database would provide touch of a button reporting for sewer actions by service address, and would allow the City to present professional reports to Department of Environmental Quality (DEQ) when audited. Mayor Ungricht reported that the City was behind on pumping sewer tanks.

I. **Sewer Audit**

Exhibit C – Agenda Report titled Sewer Service Users Audit was distributed to Council prior to the meeting.

Mayor Ungricht informed Council that the sewer audit revealed that 592 Wood Street had not been billed for the service. Utility billing history going back to 2004 showed that the sewer

service address had not been billed; it was not known if the property had been billed for sewer before 2004. The omission was not the fault of the owner. In fact, the owners thought their monthly utility bill included sewer service.

Mayor Ungricht outlined the three billing options listed in the Agenda Report. The Public Works Committee reviewed the three options at the February Committee meeting and recommended Option 1: begin billing for sewer service March 2016 forward. Mayor Ungricht recommended this option, as well.

Mayor Ungricht reported that the sewer tank was recently pumped at 592 Wood Street for a cost of $427.53.

Councilor Drill asked Ms. Whitney, owner of 592 Wood Street, if she remembered the billing rate when she purchased the property. Ms. Whitney believed the utility fee was between $35 and $40/month in 2001. Mayor Ungricht did not think that 592 Wood Street had ever been billed for sewer.

A motion was made by Councilor D. Sickles and seconded by Councilor Meier that City Council of the City of Falls City instructs staff to notify the owner of 592 Wood Street of the sewer charges and begin billing sewer service March 2016 forward. Motion carried 5-0-0. Ayes: Tony Meier, Jennifer Drill, Gerald Melin, Dennis Sickles, Julee Bishop, Tony Meier.

7) Correspondence, Comments and Ex-Officio Reports

A. Mayors Report

Mayor Ungricht informed Council that William Diehm had passed away. Mr. Diehm was involved in building the Falls City entrance sign and had done many good things for the community.

The new Falls City entrance sign was close to completion and looked good.

Weyerhaeuser would blast at the Black Rock Pit on Friday March 11, 2015.

There was another water main break on 3rd Street, which would make it hard to delay the replacement of the main line. Mayor Ungricht would contact the engineer. The main break caused flooding in the Community Center. John Gilbert, Charlotte Ungricht, and Johnathan Ungricht volunteered for the cleanup. They reacted quickly, which might prevent damage to the building. CityCounty Insurance Service had been notified as a precaution. The Community Center was painted the weekend of March 12, 2016.

Mayor Ungricht attended the FEMA kick off meeting for the December 7, 2015 declaration of emergency. It looked like the Dutch Creek crossing would be fixed under the declaration of emergency. A FEMA Project Manager was assigned to the project.

The new $9,500.00 wastewater recirculation pump needed repairs. Mayor Ungricht and Don Poe planned to take the pump to Portland. If the repair did not fall under warranty, the estimated cost to rewind the pump was $2,500 to $4,000. Jeff Landauer of Valley Electric bid $6,000.00 to move the electrical connections outside of the pump, and replace the relays and the AMP contactors. Mr. Landauer had experience with our system and was very helpful. The equipment rental for the repair was $800.00. Repairs would be paid from the Utility Reserve Fund. Mayor Ungricht had hoped to avoid this repair with the implementation of the new sewer system, but that project was still a few years out.

Southwestern Polk County Fire District hired a consultant to prepare a district master plan and rate study. The consultant would tally call load for the district, including SW Polk calls where Falls City Fire Department responded. The consultant would interview Mayor Ungricht and Fire Chief Young. Under the study, Southwestern Polk County Fire District would consider a new district and explore annexations. Ron Foggin, City Manager of Dallas, informed Mayor Ungricht that the City of Dallas would join the Southwestern District. If Dallas joined the district, Falls City would be the only city in Polk County funding its own fire department. An annexation would require a vote of the citizens. It was unclear if a vote of the citizens would be required if a new district was formed. It was unclear if Falls City citizens voted against a new district, if they would still be taxed, as was the result of the safety levy. Mayor Ungricht stated that part of his job was to look twenty to thirty years down the road. He did not see how the City could fund the Fire Department when looking out twenty to thirty years because costs increased but property taxes did not. Mayor Ungricht stated that the opportunity to join a fire district might not come back to the City in another 20 years and advised Council to consider carefully the option. Mayor Ungricht would bring information from the study to Council when it was made available.

JoHanna Hewitt, City Clerk, had asked Mr. Steel if he would like to donate the Luckiamute Clinic to the City and Mr. Steel was interested. Luckiamute Clinic is in the Commercial Zone. Mayor Ungricht estimated the building would require approximately $20,000.00 in repairs. Amy Houghtaling had informed Mayor Ungricht that ARC might be interested in making a majority of the repairs for the cost of materials. Mayor Ungricht thought that the building was marketed for $165,000.00 and would be $120,000.00 asset.

Councilor L. Sickles asked if there was a planned use for the building. Mayor Ungricht reported that a new City Hall had been mentioned, but he preferred a commercial use because there was so few commercial building downtown. Mike McConnell had approached area Doctors to request a new clinic, but had not found interest yet. The City might be able to discount the rent for a medical office. A mall that rents spaces might be a good use. Councilor Melin asked if the building could serve as the Library. Mayor Ungricht was concerned with the life of the library and would discuss after this agenda item.

Mayor Ungricht asked Council if they wanted him to move forward at an expense of $3,000.00 for the inspection. Council agreed by consensus.

Mayor Ungricht advised Council that the 2014-2015 library budget transfer was not made. As a result, the General Fund paid for the library instead of the Wagner Fund. The balance of Wager Fund would drop below $100,000.00 at the end of the current budget year [2015-2016]. Mayor Ungricht informed Council that he was considering a recommendation to close the library at the end of the summer because of the lack of citizen involvement and because the Library Board had not moved forward with a Library District levy. By closing the library, the remaining monies would remain protected in the Wagner Fund and could be used at a future date to form a district.

Councilor Meier, a member of the Library Board, reported that the Library Board had ended the discussion of a library district after the second meeting. Councilor Bishop stated that surrounding cities were no longer interested in joining a library district. Councilor Melin, a member of the Library Board, reported that the Library Board decided not to pursue a Library District levy because they did not want to ruin the chance to pass the gym levy.

Councilor Bishop and Mayor Ungricht were concerned that the Wastewater System did not have capacity to support the additional usage generated by a new gym. Councilor Bishop stated for the record that she was not against the gym but she had concerns about sewer capacity. Council discussed the gym project. The discussion included conflicting information whether the project included gym showers, and if showers are installed, would they be used.

Mayor Ungricht advised Council that he asked Department of Environmental Quality (DEQ) directed what would happen to the Wastewater System if the City disincorporated. DEQ responded that under State Law, the City could not disincorporate without first forming a sewer [and water] district. Mayor Ungricht estimated that DEQ would condemn the Wastewater System within five to seven years if the City did not move forward with a new Wastewater System. If the system was condemned, property values would fall, the State would take over and fix the system, and the State would set the rates for service.

Mayor Ungricht reported that the sewer system was currently within the boundaries of the permit [DEQ National Pollutant Discharge Elimination System (NPDES)]. Falls City Schools put a large load on the sewer system. If the load exceed capacity of the Wastewater System, liquid would be visible on the football field. Under the wastewater permit, the City cannot discharge to the river in the summer months. Mayor Ungricht did not like the 2013 Wastewater Facility Plan, except that the Plan expanded capacity.

Councilor Bishop thought citizens would support the gym over infrastructure. Councilor Drill inquired when sewer funding would go to a vote of the citizens. Mayor Ungricht clarified that sewer funding would not go to a citizen vote. Council would consider and vote on the sewer improvements funding package. Mayor Ungricht stated that Council had instructed him to move forward on the Sewer Facility Plan. If Council did not want him to move forward, or if they would not support a rate increase, let him know now, because the project was a lot of work for staff.

Mayor Ungricht wanted sewer rates as low as possible. He listed the initial tasks for Wastewater Facility project: (1) In order to qualify for a CDBG Grant, the area served by sewer must qualify as at least 51.8% low-income. The City currently did not qualify because the Census reported that Falls City was only 49.3% low-income. In order to challenge the Census number, an income survey was required for the 177 sewer services. Portland State University or Council of Governments is certified to perform the survey. The City must pay for the survey. If the survey certifies that 51.8% or more of the homes served by sewer are low-income, then the City can apply for CDBG grants. Idanha, Oregon recently challenged the Census low-income percentage by conducting the survey and won; (2) attend a One-Stop funding meeting. Mayor Ungricht could not guarantee that the two million dollar Wastewater project would be funding solely on grants because less CDBG grant monies are available. Mayor Ungricht had secured a letter of support [for grant funding] from DEQ; (3) Predesign phase; (4) Construction.

Mayor Ungricht envisioned that the lagoon system would have enough capacity to add the south side of town at a future date. The first phase of the Wastewater project would include the lagoons under Option 3 of the Wastewater Facility Plan, and Option 2, Infiltration/Inflow (I/I), after which the City would be required to wait five years before applying for additional CDBG funds to add a wastewater collection system on the south side of town. One problem the City faced was funding; we only have 177 users on the Wastewater System, a dollar rate increase amounts to only $177.00/ month in revenue.

Council considered the timing for the new gym and the improvements for the sewer system. The gym was slotted for 2017 and sewer improvements were several years out. Councilor D. Sickles described the overuse of the High School Gym and the benefits of a new gym. He did not want misinformation spread and encouraged everyone to attend the April 19, 2016 Town Hall Meeting to learn about the gym project and discuss their concerns.

B. Council Reports

Councilor L. Sickles announced the March 26, 2016 Easter Egg Hunt at the Upper Park at 11:00 AM. Volunteers would meet at the Upper Park at 9:00 AM to hide candy. Volunteer would assemble Easter Baskets at The Boondocks on March 25, 2016 at Noon.

Councilor Drill reported that 130 emergency blankets had been purchased and would be washed and stored. Council Drill announced two Town Hall Meetings: March 29, 2016 to discuss a neighborhood watch program and April 19, 2016 to discuss the upcoming levy for the school gym. The Park and Recreational Committee would move the meeting date to a time when she was available.

Councilor Drill referred to Exhibit D-House Bill 2662, which was distributed prior to the meeting. HB-2662 would allow the City to remediate vacant properties and file a lien on the property for the cost of remediation. She requested that Council adopt HB-2662 by Resolution. Mayor Ungricht stated that Municipal Code had a remediation and lien process. Falls City was limited because code enforcement is built on citations, and without a code enforcement officer and a municipal court, the City cannot issue citations. Mayor Ungricht discussed the process of code enforcement; Issue a citation(s), schedule court date, and if the person cited failed to appear in court, then the City could remediate and file a property lien for the cost of the remediation. Clerk Protheroe reported that the cost of remediation would need to be budgeted. Money spent on remediation(s) might take years to collect; the city had unpaid enforcement liens dating back to 2009. Mayor Ungricht explained that the City would not be paid for an ordinance lien in cases where Polk County foreclosed for property taxes. Councilor Drill wanted the city to move forward on code enforcement. Mayor Ungricht stated that the City had taken several steps by registering to file notices of violations (NOV) on vacant properties, tagged two cars, informed bank of squatters living on Pine Street, and posting a NOV on Cameron Street. Mayor Ungricht and Clerk Protheroe planned to inspect vacant property and write NOV's. The constraint was available staff time. Councilor Drill asked the City to address the code violation on Bryant Street stating that the place was a garbage dump and a hazard. Mayor Ungricht would talk to the Polk County Sheriff about an Intergovernmental Agreement (IGA) for limited code enforcement, after the November election.

Council discussed endorsing Sherriff Mark Graton. Mayor Ungricht and Councilor Drill spoke in favor of the endorsement. Councilor Melin and Councilor Bishop spoke against the endorsement; both felt that Council should not endorse without approval of the public. Mayor Ungricht thought a Council endorsement would help lead the community to support the Polk County Sheriff. Members of Council could endorse a candidate as a private citizen.

Councilor Melin announced that the Economic Development Committee had four members. Additionally, two other citizens had expressed interest.

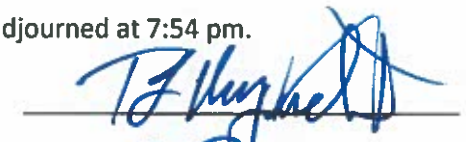
Councilor Bishop reported that a generator was running all day and night. Councilor Bishop would provide City Hall with the address and Mayor Ungricht would investigate.

Domenica Protheroe reminded Council that the on-line SEI Forms were due April 15, 2016.

8) Council Announcements

9) Adjourn

The meeting adjourned at 7:54 pm.



Mayor Terry Ungricht

Attested: City Clerk Domenica Protheroe

Exhibit A

the residents of our City, and then go out for CDBG money. If we can accomplish this I believe that we can follow through with option three and also address INI issues with hopefully an outright 2 million dollar grant and a loan of around $500,000 keeping rates around $60.00 and allowing for business development in our business zone and for future additions of the South side of Falls City to be added to the system. Stage one would be addressing ini problems, abandoning Fair Oaks lift station, redoing the Carey Court lift station, addressing problem septic tanks and repairing leaks, purchasing land and building the lagoons. This will follow the Councils wishes of reducing the foot print we have at the school, it will eliminate the gravel filter and the drain field under the football field. Under the plan we would keep the recirculation tank, it would become a lift station. I urge all of the Councilors to list this as a priority goal and to read the facility plan for input on moving this project forward.

The next main problem is lack of code enforcement; this is one of the goals I was not able to accomplish from last year. I have met with the surrounding City managers and I am developing a procedure that we could contract with one of the local governments to take over our court. This will defiantly cause problems in the community; offenders will have to go to another town for court. But with current staff levels and budget concerns we cannot operate a court that will meet the desired outcome. We would still have to budget for the contracted court, possibly a prosecuting attorney, and for a part time code officer. I am in the early stages of preparing the budget, but I believe that we can accomplish this this year.

I know that with past Council goals there has been a main focus in building walkways and park land inventory. The Council has over the last 5 years spent $50,000 to purchase property above the Alliance property at the Falls and has guaranteed a loan to the Alliance of over $130,000. This amounts to two years of property tax revenue just in land acquisition. I am not saying we do not need to move forward on our Public Parks, but we need to look outside the box. A possible short term goal could be investigating the pros and cons of trying to get both sides of the Falls designated a State Park, I do not see us having the funds to develop this great resource to its full potential. This might give us an option where we are protecting the land for access forever. Then we could concentrate on developing a plan to make a camp ground in the upper park.

As I stated this is my input to your goals, we will now review last year's goals and start the development of the 2016-17 GOALS……

AGENDA REPORT

TO: COUNCIL

FROM: DOMENICA PROTHEROE, CITY CLERK, THROUGH MAYOR UNGRICHT

SUBJECT: NEW REPORTING SYSTEM FOR SEWER TANK ACTIONS

DATE: 03/06/2016

Exhibit B

SUMMARY

A central reporting system for sewer tank actions was needed to better evaluate compliance of the Falls City Wastewater System with the Falls City DEQ National Pollutant Discharge Elimination System (NPDES) Waste Discharge Permit, and to prepare 2016-2017 Fiscal Year budget for sewer tank maintenance and pumping.

BACKGROUND

Staff decided to use CUSI Utility Billing Software to track sewer tank actions. The Utility Billing Software will serve as the "book of record" for the recent history of sewer tank services. Having recent sewer tanks actions entered in the Utility Billing Software will provide the option of reporting at the press of a button. Utility Billing Software reports for sewer tank actions will be used by to staff evaluate compliance with the Falls City DEQ National Pollutant Discharge Elimination System (NPDES) Waste Discharge Permit, improve compliance with the NPDES Permit, and allow staff to prepare fiscal year budgets for sewer tank pumping and maintenance going forward. Establishing a sewer tanks pumping and maintenance schedule, supported by a sound fiscal year budget, is most prudent and economical to save the aged and failing sewer collection system from undo stress.

Falls City is required to comply with DEQ NPDES Permit (#101808). Maintenance activities include:

> *The permittee shall implement preventative maintenance practices or corrections in accordance with the following time schedule:*
>
> 1. *All septic tanks connected to the City's wastewater collection system are to be inspected and tested for depth of sludge and scum every two years,*
> 2. *Pump residential septic tanks either when sludge and scum volume exceeds 25% of the liquid capacity of the tanks or every five years, whichever is less; commercial septic tanks either when sludge and scum volume exceeds 25% of the liquid capacity of the tanks or every four years, whichever is less.*
> 3. *Clean pump screens when 25% of the screen surface area becomes clogged.*
> 4. *Pump solids from each recirculation tank a minimum of once every five years*

In the past, there were several methods used to track sewer pumping, none of which held all the information needed; spreadsheets were maintained by the past Finance Director, a handwritten list is maintained by Public Works, and over the last five years the City Clerk entered sewer tank

pumping Work Orders in the CUSI Utility Billing Software using information listed on King's Pumping Invoices.

Recently, staff worked together to collect the spreadsheets, handwritten lists, and the list of sewer tanks contained in the Wastewater Facility Plan. The different lists were reconciled and the Utility Billing system was updated to include all known activities for sewer tank pumping. In addition, work order codes were created and used to document which service address had a sewer tanks and which shared a sewer tank.

Sewer Work Order Report(s) will list recent sewer tank actions for:

- BRK -Sewer Backup
- SCK -Sewer needs checked
- SCR -Sewer Cap Repair
- STP -Sewer Tank Pumped
- SWR -New Sewer Connection
- SST -Staff created a new work order code to indicate a shared Sewer Tank
  (28 tanks are shared by 2 users, 1 tank shared by the five apartments, 1 tank is shared by the duplex, and 2 tanks are shared by 3 users)
- SWS – Staff created a new work order code to indicate the service address has Sewer Service
- I/I –Staff created a new work order code to track work to correct Infiltration/Inflow issues.

PREVIOUS COUNCIL ACTION
N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS
The City could be subject to fines if we do not follow the NPDES permit.

STAFF RECOMMENDATION
N/A.

EXHIBIT
Exhibit A – King's Pumping Service Pricing
Exhibit B – Sewer Tank Service Report

PROPOSED MOTION
N/A

Exhibit A – King's Sewer Tank Pumping Service

King's Pumping provides the City of Falls City sewer pumping services. The City is charged according to tank size with $0.35 (thirty-five cents) per additional gallon pumped. This additional per gallon cost is incurred due to extended periods between pumping and in some cases by heavier usage.

3000 gallon tank	$870.00
2000 gallon tank	$620.00
1500 gallon tank	$545.00
1250 gallon tank	$432.00
1000 gallon tank	$370.00
Jet Clean with pump	$135.00
Service system/pump/filter/floats	$75.00
pH adjustment	$25.00

SEWER TANK SERVICE REPORT 2016

ID	Service Address	Service	Code	Description	Completed
101	MILL ST 299	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	10/12/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	6/18/2013
		SEWER	STP	SEWER TANK PUMPED	10/4/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
108	PARRY RD 123	SEWER	STP	SEWER TANK PUMPED	1/1/2001
109	5TH ST 498	SEWER	STP	SEWER TANK PUMPED	1/1/2002
116	MITCHELL STREET 554	SEWER	STP	SEWER TANK PUMPED	12/23/2014
119	PINE ST 456	SEWER	STP	SEWER TANK PUMPED	7/14/2010
126	BRIDGE ST 112	SEWER	STP	SEWER TANK PUMPED	1/1/2004
133	6TH ST 390	SEWER	STP	SEWER TANK PUMPED	1/1/2015
134	DAYTON ST 180	SEWER	BUP	SEWER BACK UP	4/20/2007
		SEWER	STP	SEWER TANK PUMPED	2/3/2016
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
137	BRIDGE ST 141	SEWER	STP	SEWER TANK PUMPED	1/1/2011
143	MILL ST 273	SEWER	BUP	SEWER BACK UP	5/21/2007
		SEWER	SCK	SEWER TANK NEEDS CHECKI	3/20/2012
		SEWER	BUP	SEWER BACK UP	10/17/2013
		SEWER	STP	SEWER TANK PUMPED	10/17/2013
144	BRYANT ST 564	SEWER	STP	SEWER TANK PUMPED	7/14/2010
145	N MAIN ST 303	SEWER	STP	SEWER TANK PUMPED	1/1/2001
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	10/18/2013
		SEWER	SCK	SEWER TANK NEEDS CHECKI	10/21/2013
		SEWER	SCK	SEWER TANK NEEDS CHECKI	11/13/2015
		SEWER	STP	SEWER TANK PUMPED	11/13/2015
146	N MAIN ST 108	SEWER	SWS	SEWER SERVICE	2/19/2016
150	BOUNDARY ST 88	SEWER	STP	SEWER TANK PUMPED	1/1/2003
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
152	ALDER STREET (HISTOF	SEWER	LOC	LOCATE	1/24/2007
		SEWER	STP	SEWER TANK PUMPED	1/1/2001
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
154	FAIROAKS ST 360	SEWER	STP	SEWER TANK PUMPED	1/1/2001
		SEWER	STP	SEWER TANK PUMPED	1/1/2002
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
156	FAIROAKS ST 496	SEWER	STP	SEWER TANK PUMPED	7/14/2010
160	CAREY CT 132	SEWER	STP	SEWER TANK PUMPED	2/17/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	2/5/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
163	2ND ST 250	SEWER	STP	SEWER TANK PUMPED	1/1/2001
166	S MAIN ST 240	SEWER	SCK	SEWER TANK NEEDS CHECKI	12/28/2011
		SEWER	STP	SEWER TANK PUMPED	9/24/2012
		SEWER	SCK	SEWER TANK NEEDS CHECKI	2/19/2013
175	BRYANT ST 672	SEWER	STP	SEWER TANK PUMPED	1/1/2008
		SEWER	LOC	LOCATE	12/27/2011
		SEWER	STP	SEWER TANK PUMPED	1/1/2012
		SEWER	BUP	SEWER BACK UP	4/30/2013
177	ALDER ST 455	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	2/24/2014
		SEWER	STP	SEWER TANK PUMPED	5/1/2014
		SEWER	STP	SEWER TANK PUMPED	12/9/2014

SEWER TANK SERVICE REPORT 2016

		SEWER	STP	SEWER TANK PUMPED	6/16/2015
		SEWER	STP	SEWER TANK PUMPED	12/15/2015
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
184	4TH ST 162	SEWER	STP	SEWER TANK PUMPED	1/1/2001
185	BRYANT ST 661	SEWER	STP	SEWER TANK PUMPED	6/1/2008
		SEWER	STP	SEWER TANK PUMPED	2/24/2014
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	BUP	SEWER BACK UP	4/27/2011
		SEWER	STP	SEWER TANK PUMPED	4/27/2011
		SEWER	STP	SEWER TANK PUMPED	2/24/2014
193	PROSPECT ST 100	SEWER	BUP	SEWER BACK UP	11/6/2006
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	2/25/2014
199	FAIROAKS ST 290	SEWER	SCK	SEWER TANK NEEDS CHECKI	5/7/2013
		SEWER	SCK	SEWER TANK NEEDS CHECKI	7/9/2013
		SEWER	STP	SEWER TANK PUMPED	1/1/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	8/25/2011
		SEWER	STP	SEWER TANK PUMPED	8/25/2011
		SEWER	STP	SEWER TANK PUMPED	3/5/2014
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
202	4TH ST 169	SEWER	STP	SEWER TANK PUMPED	1/1/2001
203	WOOD ST 560	SEWER	STP	SEWER TANK PUMPED	1/1/2009
206	S MAIN ST 383	SEWER	STP	SEWER TANK PUMPED	6/14/2011
207	BRIDGE ST 221	SEWER	STP	SEWER TANK PUMPED	1/1/2005
215	S MAIN ST 120	SEWER	STP	SEWER TANK PUMPED	7/14/2010
221	DAYTON STREET 171	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	10/11/2013
		SEWER	SCK	SEWER TANK NEEDS CHECKI	7/22/2015
224	S MAIN ST 280	SEWER	STP	SEWER TANK PUMPED	1/1/2006
		SEWER	SCK	SEWER TANK NEEDS CHECKI	1/19/2012
225	S MAIN ST 288	SEWER	STP	SEWER TANK PUMPED	1/1/2006
		SEWER	SCK	SEWER TANK NEEDS CHECKI	8/30/2013
226	BOUNDARY ST 85	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	12/20/2013
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	BUP	SEWER BACK UP	11/7/2008
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	6/13/2011
		SEWER	STP	SEWER TANK PUMPED	12/12/2012
		SEWER	STP	SEWER TANK PUMPED	6/12/2013
		SEWER	STP	SEWER TANK PUMPED	7/1/2012
		SEWER	STP	SEWER TANK PUMPED	12/20/2013
		SEWER	STP	SEWER TANK PUMPED	6/25/2014
		SEWER	STP	SEWER TANK PUMPED	12/9/2014
		SEWER	STP	SEWER TANK PUMPED	6/16/2015
		SEWER	STP	SEWER TANK PUMPED	1/4/2016
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
231	N MAIN	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	BUP	SEWER BACK UP	11/7/2008
		SEWER	STP	SEWER TANK PUMPED	10/16/2008
		SEWER	STP	SEWER TANK PUMPED	6/1/2009
		SEWER	STP	SEWER TANK PUMPED	6/9/2011

SEWER TANK SERVICE REPORT 2016

		SEWER	STP	SEWER TANK PUMPED	12/12/2012
		SEWER	STP	SEWER TANK PUMPED	6/12/2013
		SEWER	STP	SEWER TANK PUMPED	7/1/2012
		SEWER	STP	SEWER TANK PUMPED	12/20/2013
		SEWER	STP	SEWER TANK PUMPED	6/25/2014
		SEWER	STP	SEWER TANK PUMPED	12/9/2014
		SEWER	STP	SEWER TANK PUMPED	6/15/2015
		SEWER	STP	SEWER TANK PUMPED	1/4/2016
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
232	N MAIN ST 418	SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
233	ELLIS ST 171	SEWER	STP	SEWER TANK PUMPED	6/1/2008
		SEWER	STP	SEWER TANK PUMPED	6/1/2009
		SEWER	STP	SEWER TANK PUMPED	6/1/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	6/18/2013
		SEWER	STP	SEWER TANK PUMPED	10/15/2014
		SEWER	STP	SEWER TANK PUMPED	10/15/2014
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
234	ALDER ST 398	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	10/28/2013
		SEWER	SCK	SEWER TANK NEEDS CHECKI	5/13/2014
235	N MAIN ST 420	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	2/1/2013
		SEWER	STP	SEWER TANK PUMPED	1/4/2016
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
236	N MAIN ST 418	SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
238	FAIROAKS ST 364	SEWER	STP	SEWER TANK PUMPED	1/1/2002
		SEWER	STP	SEWER TANK PUMPED	1/1/2001
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
243	ALAN ST 370	SEWER	SWS	SEWER SERVICE	2/19/2016
241	S MAIN ST 260	SEWER	STP	SEWER TANK PUMPED	7/14/2010
246	S MAIN ST 110	SEWER	SCK	SEWER TANK NEEDS CHECKI	1/19/2012
		SEWER	STP	SEWER TANK PUMPED	1/19/2012
248	3RD ST 153	SEWER	REN	RECONNECT SERVICE	7/13/2006
		SEWER	STP	SEWER TANK PUMPED	11/1/2006
		SEWER	STP	SEWER TANK PUMPED	6/1/2010
		SEWER	STP	SEWER TANK PUMPED	10/1/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	11/1/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
250	BRYANT ST 676	SEWER	STP	SEWER TANK PUMPED	9/6/2012
		SEWER	STP	SEWER TANK PUMPED	9/3/2015
		SEWER	STP	SEWER TANK PUMPED	9/6/2012
252	3RD ST 159	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	10/5/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	11/25/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
254	HOPKINS ST 513	SEWER	STP	SEWER TANK PUMPED	1/1/2005
256	DAYTON ST 156	SEWER	STP	SEWER TANK PUMPED	1/1/2001
257	TERRACE ST 435	SEWER	STP	SEWER TANK PUMPED	9/5/2012
259	PROSPECT ST 461	SEWER	STP	SEWER TANK PUMPED	9/29/2011
261	S MAIN 246	SEWER	SWS	SEWER SERVICE	2/24/2016

SEWER TANK SERVICE REPORT 2016

265	ELLIS ST 166	SEWER	BUP	SEWER BACK UP	5/13/2011
		SEWER	STP	SEWER TANK PUMPED	5/13/2011
		SEWER	SCR	SEWER CAP REPAIR	6/28/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	10/15/2014
		SEWER	SCK	SEWER TANK NEEDS CHECKI	1/28/2016
266	N MAIN ST 285	SEWER	TRE	TREE TRIMMING	3/26/2007
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	1/19/2012
		SEWER	BUP	SEWER BACK UP	5/25/2012
		SEWER	STP	SEWER TANK PUMPED	12/15/2014
		SEWER	STP	SEWER TANK PUMPED	12/15/2014
		SEWER	BUP	SEWER BACK UP	2/1/2016
		SEWER	SCK	SEWER TANK NEEDS CHECKI	2/1/2016
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
270	N MAIN ST 422	SEWER	STP	SEWER TANK PUMPED	1/1/2001
271	PROSPECT ST 61	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	2/27/2012
		SEWER	SCK	SEWER TANK NEEDS CHECKI	2/21/2014
		SEWER	STP	SEWER TANK PUMPED	2/25/2014
		SEWER	BUP	SEWER BACK UP	1/15/2015
272	BRYANT ST 560	SEWER	STP	SEWER TANK PUMPED	1/1/2001
273	N MAIN ST 216	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	6/1/2010
274	ALAN ST 390	SEWER	STP	SEWER TANK PUMPED	1/1/2001
		SEWER	BUP	SEWER BACK UP	8/27/2013
275	TERRACE ST 445	SEWER	STP	SEWER TANK PUMPED	7/14/2010
276	ALDER ST 390	SEWER	STP	SEWER TANK PUMPED	7/14/2010
280	MITCHELL ST 558	SEWER	STP	SEWER TANK PUMPED	7/15/2010
281	N MAIN ST 72	SEWER	BUP	SEWER BACK UP	10/28/2006
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
284	5TH ST 371	SEWER	STP	SEWER TANK PUMPED	9/3/2015
		SEWER	STP	SEWER TANK PUMPED	9/13/2012
		SEWER	STP	SEWER TANK PUMPED	9/13/2012
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
285	MITCHELL ST 556	SEWER	STP	SEWER TANK PUMPED	1/1/2015
		SEWER	BUP	SEWER BACK UP	10/6/2015
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
294	DAYTON ST 163	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	2/8/2012
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
296	N MAIN ST 205	SEWER	STP	SEWER TANK PUMPED	1/1/2001
305	PROSPECT AVE 68	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	1/5/2015
309	BOUNDARY ST 381	SEWER	STP	SEWER TANK PUMPED	1/1/2002
		SEWER	BUP	SEWER BACK UP	2/13/2013
311	5TH ST 580	SEWER	STP	SEWER TANK PUMPED	7/14/2010
312	S MAIN ST 220	SEWER	STP	SEWER TANK PUMPED	10/5/2011
		SEWER	STP	SEWER TANK PUMPED	3/13/2014
		SEWER	SCK	SEWER TANK NEEDS CHECKI	6/26/2015
315	2ND ST 253	SEWER	STP	SEWER TANK PUMPED	2/8/2011
317	N MAIN ST 314	SEWER	STP	SEWER TANK PUMPED	1/1/2008
318	N MAIN ST 242	SEWER	STP	SEWER TANK PUMPED	1/1/2001

SEWER TANK SERVICE REPORT 2016

321	DAYTON ST 159	SEWER	STP	SEWER TANK PUMPED	11/1/2004
		SEWER	STP	SEWER TANK PUMPED	2/1/2012
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
326	ALDER ST 379	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	8/12/2011
		SEWER	STP	SEWER TANK PUMPED	8/12/2011
		SEWER	BUP	SEWER BACK UP	3/27/2012
		SEWER	BUP	SEWER BACK UP	4/26/2012
		SEWER	STP	SEWER TANK PUMPED	8/18/2014
		SEWER	STP	SEWER TANK PUMPED	12/1/2015
327	N MAIN ST 98	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	BUP	SEWER BACK UP	10/18/2013
		SEWER	STP	SEWER TANK PUMPED	10/18/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
330	MITCHELL ST 670	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	8/23/2013
		SEWER	STP	SEWER TANK PUMPED	12/10/2014
		SEWER	STP	SEWER TANK PUMPED	1/28/2016
331	PROSPECT ST 486	SEWER	STP	SEWER TANK PUMPED	1/1/2001
332	HOPKINS ST 521	SEWER	STP	SEWER TANK PUMPED	7/14/2010
333	PROSPECT ST 65	SEWER	STP	SEWER TANK PUMPED	1/1/2001
337	TERRACE ST 439	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	9/5/2012
339	FAIROAKS ST 452	SEWER	STP	SEWER TANK PUMPED	1/1/2001
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
340	BRYANT ST 559	SEWER	SWR	NEW SEWER CONNECTION	9/11/2006
		SEWER	SWR	NEW SEWER CONNECTION	6/19/2007
		SEWER	STP	SEWER TANK PUMPED	1/1/2006
341	MONTGOMERY ST 130	SEWER	SCK	SEWER TANK NEEDS CHECKI	10/4/2011
		SEWER	STP	SEWER TANK PUMPED	10/4/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	9/15/2015
		SEWER	STP	SEWER TANK PUMPED	9/16/2015
351	FAIROAKS ST 271	SEWER	STP	SEWER TANK PUMPED	1/1/2003
353	FAIROAKS ST 280	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	BUP	SEWER BACK UP	2/26/2014
		SEWER	STP	SEWER TANK PUMPED	3/3/2014
355	S MAIN ST 360	SEWER	SCK	SEWER TANK NEEDS CHECKI	3/7/2013
360	ALDER ST 570	SEWER	LOC	LOCATE	4/20/2007
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
364	WOOD ST 490	SEWER	STP	SEWER TANK PUMPED	1/1/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	8/25/2011
		SEWER	STP	SEWER TANK PUMPED	8/25/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	3/6/2014
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
368	PINE ST 199	SEWER	SWS	SEWER SERVICE	2/24/2016
373	BRYANT ST 669	SEWER	STP	SEWER TANK PUMPED	9/6/2012
376	FAIROAKS ST 197	SEWER	STP	SEWER TANK PUMPED	1/1/2002
		SEWER	BUP	SEWER BACK UP	2/9/2007
381	N MAIN ST 86	SEWER	STP	SEWER TANK PUMPED	11/1/2004
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	6/1/2009

SEWER TANK SERVICE REPORT 2016

		SEWER	SCK	SEWER TANK NEEDS CHECKI	10/21/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
383	WOOD ST 390	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
384	BRYANT ST 671	SEWER	LOC	LOCATE	5/10/2012
		SEWER	STP	SEWER TANK PUMPED	8/7/2013
385	FAIROAKS ST 390	SEWER	STP	SEWER TANK PUMPED	3/1/2004
		SEWER	BUP	SEWER BACK UP	1/24/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
387	1ST ST 150	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
388	N MAIN ST 85	SEWER	SWR	NEW SEWER CONNECTION	1/1/2003
391	N MAIN ST 407 & 409	SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
395	WOOD ST 580	SEWER	STP	SEWER TANK PUMPED	1/1/2001
397	S MAIN ST 26	SEWER	STP	SEWER TANK PUMPED	6/11/2012
		SEWER	STP	SEWER TANK PUMPED	10/10/2011
398	S MAIN ST 130	SEWER	BUP	SEWER BACK UP	1/3/2015
		SEWER	STP	SEWER TANK PUMPED	1/1/2014
401	MITCHELL STREET 405	SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	7/14/2010
		SEWER	STP	SEWER TANK PUMPED	6/13/2011
		SEWER	STP	SEWER TANK PUMPED	7/1/2012
		SEWER	SCK	SEWER TANK NEEDS CHECKI	5/19/2014
		SEWER	STP	SEWER TANK PUMPED	6/24/2014
		SEWER	STP	SEWER TANK PUMPED	6/18/2015
407	5TH ST 496	SEWER	STP	SEWER TANK PUMPED	1/1/2002
414	SHELDON AVE 26	SEWER	STP	SEWER TANK PUMPED	1/1/2010
415	N MAIN STREET 212	SEWER	STP	SEWER TANK PUMPED	6/1/2008
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
420	BRIDGE ST 285	SEWER	STP	SEWER TANK PUMPED	9/5/2012
		SEWER	STP	SEWER TANK PUMPED	9/5/2012
		SEWER	STP	SEWER TANK PUMPED	9/3/2015
		SEWER	STP	SEWER TANK PUMPED	9/10/2012
421	5TH ST 475	SEWER	STP	SEWER TANK PUMPED	9/13/2012
		SEWER	STP	SEWER TANK PUMPED	9/3/2015
		SEWER	STP	SEWER TANK PUMPED	9/13/2012
423	FAIROAKS ST 258	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	3/19/2013
		SEWER	STP	SEWER TANK PUMPED	6/25/2014
434	N MAIN ST 319	SEWER	BUP	SEWER BACK UP	1/19/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	6/13/2011
		SEWER	STP	SEWER TANK PUMPED	6/12/2013
437	PINE ST 256	SEWER	STP	SEWER TANK PUMPED	1/1/2001
438	N MAIN ST 118	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/1/2009
		SEWER	STP	SEWER TANK PUMPED	10/1/2013
		SEWER	STP	SEWER TANK PUMPED	10/1/2015

SEWER TANK SERVICE REPORT 2016

		SEWER	STP	SEWER TANK PUMPED	6/1/2018
440	N MAIN ST 281	SEWER	LOC	LOCATE	6/22/2007
		SEWER	STP	SEWER TANK PUMPED	12/15/2014
		SEWER	STP	SEWER TANK PUMPED	12/15/2014
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
442	FAIROAKS ST 381	SEWER	SCK	SEWER TANK NEEDS CHECKI	3/2/2012
		SEWER	STP	SEWER TANK PUMPED	3/2/2012
		SEWER	BUP	SEWER BACK UP	12/8/2014
		SEWER	STP	SEWER TANK PUMPED	12/9/2014
		SEWER	STP	SEWER TANK PUMPED	12/16/2015
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
447	N MAIN ST 404	SEWER	STP	SEWER TANK PUMPED	8/17/2015
		SEWER	STP	SEWER TANK PUMPED	6/16/2015
		SEWER	STP	SEWER TANK PUMPED	1/4/2016
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
448	N MAIN ST 401	SEWER	STP	SEWER TANK PUMPED	1/1/2001
452	DAYTON ST 166	SEWER	STP	SEWER TANK PUMPED	1/1/2006
		SEWER	BUP	SEWER BACK UP	3/26/2007
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
455	PROSPECT ST 485	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	5/9/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
457	1ST ST 153	SEWER	STP	SEWER TANK PUMPED	7/15/2010
461	N MAIN ST 217	SEWER	STP	SEWER TANK PUMPED	1/1/2001
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
466	S MAIN ST 32	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	10/3/2013
		SEWER	STP	SEWER TANK PUMPED	10/4/2013
		SEWER	SCK	SEWER TANK NEEDS CHECKI	10/16/2015
		SEWER	BUP	SEWER BACK UP	2/19/2016
467	MITCHELL ST 557	SEWER	STP	SEWER TANK PUMPED	1/1/2007
		SEWER	BUP	SEWER BACK UP	2/15/2007
		SEWER	SCK	SEWER TANK NEEDS CHECKI	1/19/2012
468	PROSPECT ST 495	SEWER	STP	SEWER TANK PUMPED	11/1/2006
		SEWER	BUP	SEWER BACK UP	11/10/2006
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
470	BOUNDARY ST 380	SEWER	STP	SEWER TANK PUMPED	1/1/2002
473	N MAIN ST 284	SEWER	STP	SEWER TANK PUMPED	1/1/2001
		SEWER	SCK	SEWER TANK NEEDS CHECKI	9/13/2013
474	BRIDGE ST 134	SEWER	STP	SEWER TANK PUMPED	1/1/2010
		SEWER	BUP	SEWER BACK UP	11/23/2010
475	ELLIS ST 167	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	9/28/2011
		SEWER	STP	SEWER TANK PUMPED	6/12/2013
		SEWER	STP	SEWER TANK PUMPED	10/15/2014
		SEWER	STP	SEWER TANK PUMPED	10/15/2014
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
476	BRYANT ST 673	SEWER	STP	SEWER TANK PUMPED	1/1/2001
482	3RD ST 111	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	5/19/2015
		SEWER	STP	SEWER TANK PUMPED	6/16/2015

SEWER TANK SERVICE REPORT 2016

489	S MAIN ST 36	SEWER	STP	SEWER TANK PUMPED	1/1/2009
494	BRYANT ST 561	SEWER	BUP	SEWER BACK UP	10/29/2009
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	2/13/2013
		SEWER	SCK	SEWER TANK NEEDS CHECKI	5/7/2015
498	S MAIN ST 10	SEWER	STP	SEWER TANK PUMPED	1/1/2001
522	6TH ST 268	SEWER	STP	SEWER TANK PUMPED	1/1/2015
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
524	N MAIN ST 304	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
533	PROSPECT ST 90	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	2/25/2014
535	5TH ST 465	SEWER	LOC	LOCATE	1/2/2007
		SEWER	STP	SEWER TANK PUMPED	9/13/2012
		SEWER	STP	SEWER TANK PUMPED	9/3/2015
		SEWER	STP	SEWER TANK PUMPED	9/13/2012
		SEWER	STP	SEWER TANK PUMPED	9/13/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
536	PROSPECT ST 77	SEWER	STP	SEWER TANK PUMPED	1/1/2001
542	N MAIN ST 321	SEWER	STP	SHARED SEWER TANK NOTE	2/24/2016
554	FAIROAKS ST 494	SEWER	STP	SEWER TANK PUMPED	7/15/2010
577	ALDER ST 589	SEWER	STP	SEWER TANK PUMPED	1/1/2001
579	S MAIN ST 380	SEWER	STP	SEWER TANK PUMPED	2/28/2011
584	ALAN ST 400	SEWER	STP	SEWER TANK PUMPED	7/15/2010
592	ELLIS ST 169	SEWER	STP	SEWER TANK PUMPED	10/1/2006
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	6/1/2008
		SEWER	STP	SEWER TANK PUMPED	6/1/2009
		SEWER	STP	SEWER TANK PUMPED	6/1/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	6/18/2013
		SEWER	STP	SEWER TANK PUMPED	10/15/2014
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
593	3RD ST 161	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	6/1/2008
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	9/21/2011
		SEWER	STP	SEWER TANK PUMPED	10/5/2011
		SEWER	STP	SEWER TANK PUMPED	10/5/2011
		SEWER	BUP	SEWER BACK UP	9/25/2013
		SEWER	STP	SEWER TANK PUMPED	10/1/2013
		SEWER	STP	SEWER TANK PUMPED	2/24/2014
		SEWER	STP	SEWER TANK PUMPED	8/17/2015
		SEWER	STP	SEWER TANK PUMPED	6/16/2015
		SEWER	STP	SEWER TANK PUMPED	1/4/2016
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
594	N MAIN ST 306	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
599	FAIROAKS ST 498	SEWER	STP	SEWER TANK PUMPED	7/15/2010
604	FAIROAKS ST 368	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	11/8/2012
		SEWER	SCK	SEWER TANK NEEDS CHECKI	3/28/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016

SEWER TANK SERVICE REPORT 2016

606	5TH ST 260	SEWER	STP	SEWER TANK PUMPED	7/15/2010
607	5TH ST 551	SEWER	CHG	NEW OWNERS	8/1/2007
		SEWER	STP	SEWER TANK PUMPED	9/3/2015
		SEWER	STP	SEWER TANK PUMPED	9/13/2012
		SEWER	STP	SEWER TANK PUMPED	9/13/2012
612	MILL ST 279	SEWER	STP	SEWER TANK PUMPED	10/4/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
613	N MAIN ST 79	SEWER	STP	SEWER TANK PUMPED	1/1/2002
617	PROSPECT ST 476	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	BUP	SEWER BACK UP	11/4/2011
		SEWER	STP	SEWER TANK PUMPED	12/20/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	1/4/2012
631	PROSPECT ST 479	SEWER	STP	SEWER TANK PUMPED	1/1/2001
		SEWER	SCK	SEWER TANK NEEDS CHECKI	9/5/2013
632	PROSPECT ST 471	SEWER	STP	SEWER TANK PUMPED	1/1/2011
		SEWER	STP	SEWER TANK PUMPED	9/29/2011
633	SHELDON AVE 34	SEWER	STP	SEWER TANK PUMPED	1/1/2008
634	3RD ST 154	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	BUP	SEWER BACK UP	11/7/2008
		SEWER	SCR	SEWER CAP REPAIR	8/31/2010
		SEWER	STP	SEWER TANK PUMPED	10/12/2011
635	PROSPECT ST 234	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	6/13/2011
		SEWER	STP	SEWER TANK PUMPED	3/2/2012
		SEWER	SCK	SEWER TANK NEEDS CHECKI	12/26/2013
		SEWER	STP	SEWER TANK PUMPED	12/28/2013
		SEWER	STP	SEWER TANK PUMPED	12/9/2014
		SEWER	STP	SEWER TANK PUMPED	1/4/2016
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
645	FAIROAKS ST 281	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	SCK	SEWER TANK NEEDS CHECKI	8/30/2011
		SEWER	STP	SEWER TANK PUMPED	8/30/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	5/21/2015
		SEWER	STP	SEWER TANK PUMPED	8/30/2011
649	BRIDGE ST 150	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	6/25/2014
		SEWER	STP	SEWER TANK PUMPED	1/28/2016
655	N MAIN ST 320	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	11/11/2010
		SEWER	STP	SEWER TANK PUMPED	6/13/2011
		SEWER	STP	SEWER TANK PUMPED	12/20/2011
		SEWER	STP	SEWER TANK PUMPED	7/1/2012
		SEWER	STP	SEWER TANK PUMPED	12/12/2012
		SEWER	STP	SEWER TANK PUMPED	6/12/2013
		SEWER	STP	SEWER TANK PUMPED	12/20/2014
		SEWER	STP	SEWER TANK PUMPED	6/25/2014
		SEWER	STP	SEWER TANK PUMPED	12/9/2014
		SEWER	STP	SEWER TANK PUMPED	6/16/2015
		SEWER	STP	SEWER TANK PUMPED	1/4/2016
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
657	PROSPECT ST 177	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010

SEWER TANK SERVICE REPORT 2016

		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	8/23/2011
		SEWER	STP	SEWER TANK PUMPED	7/1/2014
		SEWER	STP	SEWER TANK PUMPED	7/30/2013
		SEWER	STP	SEWER TANK PUMPED	6/24/2014
		SEWER	STP	SEWER TANK PUMPED	6/16/2015
660	N MAIN ST 111	SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	7/15/2010
		SEWER	STP	SEWER TANK PUMPED	6/17/2011
		SEWER	STP	SEWER TANK PUMPED	7/1/2012
		SEWER	STP	SEWER TANK PUMPED	9/6/2012
		SEWER	STP	SEWER TANK PUMPED	7/25/2013
		SEWER	STP	SEWER TANK PUMPED	6/24/2014
		SEWER	STP	SEWER TANK PUMPED	6/16/2015
661	N MAIN ST 93	SEWER	STP	SEWER TANK PUMPED	1/1/2001
666	CAREY CT 134	SEWER	STP	SEWER TANK PUMPED	2/17/2011
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
670	MONTGOMERY ST 101	SEWER	BUP	SEWER BACK UP	1/19/2010
672	CAREY CT 131	SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
374	PROSPECT 235	SEWER	SWS	SEWER SERVICE	2/24/2016
680	PARRY RD 211	SEWER	LOC	LOCATE	9/6/2006
		SEWER	SO	LOCK METER - S/O NOTICE	1/19/2010
682	ALDER ST 394	SEWER	CHG	NEW OWNERS	10/5/2011
		SEWER	BUP	SEWER BACK UP	1/17/2012
684	CAREY CT 136	SEWER	SCK	SEWER TANK NEEDS CHECKI	8/14/2015
		SEWER	BUP	SEWER BACK UP	12/10/2015
		SEWER	STP	SEWER TANK PUMPED	12/10/2015
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
685	N MAIN ST 80	SEWER	SCK	SEWER TANK NEEDS CHECKI	9/12/2012
		SEWER	SCK	SEWER TANK NEEDS CHECKI	2/13/2013
		SEWER	LOC	LOCATE	6/23/2015
686	CAREY CT 135	SEWER	STP	SEWER TANK PUMPED	8/17/2015
		SEWER	BUP	SEWER BACK UP	4/26/2011
		SEWER	STP	SEWER TANK PUMPED	2/17/2011
		SEWER	SCK	SEWER TANK NEEDS CHECKI	2/12/2013
		SEWER	SCK	SEWER TANK NEEDS CHECKI	2/5/2013
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
687	HOPKINS ST 520	SEWER	STP	SEWER TANK PUMPED	1/1/2008
693	CAREY CT 137	SEWER	STP	SEWER TANK PUMPED	2/17/2011
		SEWER	STP	SEWER TANK PUMPED	2/12/2013
		SEWER	STP	SEWER TANK PUMPED	6/16/2015
		SEWER	SST	SHARED SEWER TANK NOTE	2/19/2016
698	BRYANT 575	SEWER	SWS	SEWER SERVICE	2/24/2016
702	5TH ST 555	SEWER	SCK	SEWER TANK NEEDS CHECKI	3/5/2014
		SEWER	STP	SEWER TANK PUMPED	8/18/2014

AGENDA REPORT

TO: PUBLIC WORKS COMMITTEE

FROM: JOHANNA HEWITT, CITY CLERK, THROUGH MAYOR UNGRICHT

SUBJECT: SEWER SERVICE USERS AUDIT

DATE: 03/06/2016

Exhibit C

SUMMARY

As a result of the recent Sewer Tank audit, 592 Wood Street was identified by Public Works as having existing sewer service, although sewer service was not listed within CUSI Utility Billing system and therefore has not been billed. Furthermore, sewer services listed on the master list done by John McGee in the Wastewater Facility Plan also omitted 592 Wood Street. This is the only property identified to date with unbilled sewer service. CUSI Utility Billing software was installed in November 2004. Staff reviewed utility billing records for 592 Wood Street and confirmed that monthly sewer fees have not been billed from November 2004 forward.

BACKGROUND

After reviewing the City's Municipal Code, options are limited. Falls City Municipal Code clearly states that once a sewer connection commences, the owner of the property is responsible to pay the monthly charge for service whether used or unused.

> *Municipal Code Chapter 50: Sewer, Section 50.25 Generally:*
> *(J) The sewer user charge for all occupied property shall begin upon the acceptance of the public sewer system by the city. The sewer user charge for all unoccupied property shall begin within 30 days after the property is ready for occupancy or on the first day of occupancy, whichever occurs first. All unoccupied property which is ready for occupancy at the time sewer service becomes available shall be treated as occupied property.* ***Once the sewer user charge has commenced no credit shall be given for vacancy.*** *If the dates upon which the user charge is commenced or altered fall on the first day of billing, the rates shall be appropriately pro-rated. (Ord. 411, passed 6-4-1985) (Exhibit A)*

The Municipal Code requires that the cost of operations, maintenance, replacement and financing of the [Sewer] treatments works be proportionally distributed to users of the system.

> *Municipal Code, Chapter 50: Sewer, Section 50.26 Review and Revision of Rates and Notification: The sewer user charges established by resolution shall, as a minimum, be reviewed biennially, and revised periodically to reflect actual costs of operation, maintenance, replacement, and financing of the treatment works and to maintain the equitability of the user charges with respect to proportional distribution of the costs of operation and maintenance. (Ord. 411, passed 6-4-1985) (Exhibit A)*

The Municipal Code allows the Sewer Board to shut off water when the [sewer} bill is 60-days' delinquent.

Municipal Code, Chapter 50: Sewer, Section 50.27 RESPONSIBILITY; PAYMENT DELINQUENCIES. (C) Sewer user charges levied in accordance with this subchapter shall be a debt due the city and a lien upon the property in accordance with O.R.S. 454.225. If this debt is not paid within 60 days after it shall become due and payable, it shall be deemed delinquent and may be recovered by civil action in the name of the city against the property owner, the person, or both. **At the Sewer Board's discretion, water may be shut off when the bill is 60-days' delinquent.** (D) Change of ownership or occupancy of premises found delinquent shall not be cause for reducing or eliminating these charges. (Ord. 411, passed 6-4-1985)

PREVIOUS COMMITTEE ACTION N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS
an estimated $5,097.00 in revenue has been lost to the city since November 2004. This total was calculated using rate resolutions. Staff has no way of knowing if sewer was charged before 2004.

STAFF RECOMMENDATION
Billing options include:

1) Notify the owner of 592 Wood Street of the sewer charges and begin billing sewer service March 2016 forward; or,

2) notify the owner of 592 Wood Street of the $5,097.00 sewer charges and make payment arrangements, and place a lien on the property until the balance is paid in full; or,

3) Notify the owner of 592 Wood Street of the $5,097.00 sewer charges and make charges due in full immediately. If not paid, Water will be shut off with notice and a lien placed on the property until paid in full at which time services will be restored.

The Public Works Committee adopted motion #1, to recommend to Council.

EXHIBIT
Exhibit A- Falls City Municipal Code, Chapter 50: Sewer (full text)

PROPOSED MOTION OPTIONS

I move that the City Council of Falls City instruct staff to notify the owner of 592 Wood Street of the sewer charges and begin billing sewer service March 2016 forward.

I move that the City Council of Falls City instruct staff to notify the owner of 592 Wood Street of the $5,097.00 sewer charges and make payment arrangements, and place a lien on the property until the balance is paid in full.

I move that the City Council of Falls City instruct staff to notify the owner of 592 Wood Street of the $5,097.00 sewer charges and make charges due in full immediately. If not paid, Water will be shut off with notice and a lien placed on the property until paid in full at which time services will be restored.

Exhibit A

The City Council shall, from time to time, provide by resolution for the amount of compensation of its officers and employees.
(Ord. 371, passed 12-1-1975)

TITLE V: PUBLIC WORKS

Chapter

50. SEWERS

51. WATER

52. CROSS-CONNECTION CONTROL

53. SOLID WASTE MANAGEMENT

CHAPTER 50: SEWERS

Section

General Provisions

50.01 Declaration of intent
50.02 Definitions
50.03 Use of on-site or community sewers
50.04 On-site sewer systems
50.05 Community sewer system connections
50.06 Connection fees
50.07 Use of the public sewers
50.08 Responsibility for damage
50.09 Powers and authority of inspectors
50.10 Construction of building sewers

Sewer User Charges

50.25 Generally
50.26 Review and revision of rates and notification
50.27 Responsibility; payment delinquencies
50.28 Handling of funds
50.29 Appeals

50.99 Penalty

GENERAL PROVISIONS

§ 50.01 DECLARATION OF INTENT.

The city, in a further desire to define its responsibilities and the responsibilities of property owners to the community sewer system and the on-site sewer systems and the availability of that system and requirement for its use of its residents, sets out the following requirements.
(Ord. 420, passed 10-5-1987)

§ 50.02 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BUILDING DRAIN. Defined by the Oregon Plumbing Specialty Code, and extends from a building and terminates five feet outside of a building.

BUILDING SEWER. Defined by the Oregon Plumbing Specialty Code, and is the extension from the building drain to the interceptor tank.

COMMERCIAL BUILDING. All premises, except those designated as public buildings by the City Council, that are used for any purpose other than as a residence.

COMMUNITY SEWER SYSTEM. All public sewers operated under city authority.

EFFLUENT SEWER. The part of the community sewer system located between an interceptor tank and a street sewer.

INTERCEPTOR TANK. A tank installed between the building sewer and the community sewer. ***INTERCEPTOR TANKS*** are city property and part of the community sewer system.

ON-SITE SYSTEM. A septic tank and drainfield or mounded or other collection, treatment, and disposal system that is initiated and completed on private property and is not connected to the community sewer system.

PERSON. Any individual, company, firm, association, society, corporation, or group.

PUBLIC BUILDING. Any premises or part of any premises used primarily for public purposes and designated a public building by the City Council.

PUBLIC SEWER. All community sewer systems.

PUBLIC TREATMENT WORKS. Any treatment works owned and operated by the city.

RESIDENCE. A structure used primarily for residential purposes.

SANITATION MANAGER. The Chairperson of the Sewer Board of the city or the individual authorized to act on behalf of the city.

SEWAGE. Water-carried human wastes, including kitchen, bath, and laundry wastes from residences, buildings, industrial establishments, or other places, together with any groundwater infiltration, surface waters, or industrial waste as may be present.

SLUGS. Any discharge of water, sewage, or industrial waste which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than 15 minutes more than five times the average 24-hour concentration or flows during normal operation.

STORM DRAIN. A sewer which carries storm and surface waters, but excludes sewage and industrial wastes and other polluted waters.

(Ord. 420, passed 10-5-1987)

§ 50.03 USE OF ON-SITE OR COMMUNITY SEWERS.

(A) It shall be unlawful for any person to place, deposit, or permit to be deposited in an unsanitary manner, on public or private property within the city, any sewage.

(B) It shall be unlawful to discharge to any natural outlet or stream within the city or in any area under the jurisdiction of the city any sewage or other wastes except where suitable treatment has been provided in accordance with subsequent provisions of this subchapter.

(C) It shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of sewage, except as provided in this subchapter and approved by the city, or as approved by the State Department of Environmental Quality or its agent, the County Sanitarian.

(D) Except as stated in division (F) below, the owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes situated within the city and abutting or within 300 feet of any street, alley, right-of-way, or easement, in which there is now located or may in the future be located a community sewer belonging to the city, is hereby required at owner's expense to install suitable facilities therein, including an interceptor tank as specified by the Sanitation Manager, and arrange for connection of the facilities directly to the community sewer system. The connection shall be made under the direction of the Sanitation Manager within 90 days after official notice to do so.

(E) The Sanitation Manager shall establish, by written policy, the materials, including interceptor tank and effluent sewer piping, to be used in the installation, construction, and connection of all new facilities, and shall establish leakage allowances for both interceptor tanks and effluent sewers using a standard exfiltration test.

(F) (1) During the initial construction phase of the sand-filter sewer system, the city shall install all interceptor tanks and sewer lines from the interceptor tank to the community sewer system, and from the interceptor tank to within five feet of the structure to be serviced.

(2) After initial construction phase, all connections will be subject to the permit provisions contained in § 50.04(B) if on-site and § 50.05(B) if community sewer system connection.

(G) Within one year of construction completion, owners shall, at their expense, abandon and fill all existing on-site septic tanks not connected to the community sewer system in accordance with the regulations of the State Department of Environmental Quality.
(Ord. 420, passed 10-5-1987; Ord. 492, passed 4-9-2001; Ord. 502-B, passed 1-21-2003)
Penalty, see § 50.99

§ 50.04 ON-SITE SEWER SYSTEMS.

(A) Where the community sewer system is not available, building sewers shall be connected to an on-site disposal system.

(B) Before commencement of construction of an on-site sewage disposal system, the owner shall first obtain a written permit from the State Department of Environmental Quality or the County Department of Environmental Quality or equivalent agency as may be required. The

permit for an on-site sewer system must be approved by the city prior to the issuance of a building permit. An on-site disposal system will not be allowed if connection to a community sewer system is possible.

(C) When the city determines, by written notice to a property owner, that its community sewer system is available to property served by an on-site sewage disposal system, the provisions of § 50.03(D) through (G) shall apply.

(D) No statement contained in this section shall be construed to interfere with any additional requirements that may be imposed by the State Department of Environmental Quality or the county.

(Ord. 420, passed 10-5-1987) Penalty, see § 50.99

§ 50.05 COMMUNITY SEWER SYSTEM CONNECTIONS.

(A) The community sewer system, as presently designed, is limited in capacity for both initial hookups and flow through the system. All connections to the community sewer system shall be permitted only after the Sewer Board has determined that there is a demonstrated need for the connection. No connections shall be allowed outside the corporate city limits.

(B) No unauthorized person shall uncover, make a connection with or opening into, use, alter, or disturb any community sewer system without first obtaining a written permit from the Sanitation Manager. All permit applications shall be approved by the Sanitation Manager and must meet specifications specified by the city. A permit inspection fee, in an amount established by the City Council, shall be paid at the time the permit application is filed.

(C) The property owner shall pay all costs and expenses incident to the installation of the building sewer and its connection to the community sewer system, including, but not limited to, the costs of interceptor tanks and effluent lines required to service the property. The property owner shall reimburse the city for any loss or damage that may directly or indirectly be caused by the installation of the building sewer. Nothing contained in this section shall prevent any person from applying for and receiving any grant monies available through the County Housing Authority and Urban Renewal Agency.

(D) The city may, on a one-time basis only, pay or cause to be paid the partial cost of installations to the community sewer from the execution of this subchapter until final designs of the public sewer system have been approved. At all other times, the costs shall be assessed the property owner.

(E) Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by the building drain shall be lifted by an approved means and discharged to or from the interceptor tank and public sewer system at no cost to the city.

(F) No person shall make connection of roof downspouts, exterior foundation drains, areaway drains, or other sources of surface runoff or groundwater to a building sewer or building drain which in turn is connected directly or indirectly to the public treatment works.

(G) A person applying for connection to the community sewer system shall notify the Sanitation Manager when the effluent sewer is ready for inspection and connection to the public sewer. The Sanitation Manager will inspect the proposed connection to the street sewer, including the installation of the interceptor tank and piping. The connection shall be under the

supervision of the Sanitation Manager or his or her representative. No pipings, fittings, or tankage shall be backfilled or covered in any way until the Sanitation Manager has inspected and approved the completed work.

(H) All excavations for effluent sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Private contractors involved in the construction described in this subchapter shall defend, preserve, and shall hold the city harmless from any claims made by third parties injured due to the contractor's negligence. Streets, sidewalks, parkways, and private property disturbed in course of the work described herein shall be restored in a manner satisfactory to the City Council.

(I) The city shall have the right, at all times, to enter property by way of the appropriate easement, in order to inspect, repair, clean, or otherwise service the community sewage system, including the interceptor tank.

(Ord. 420, passed 10-5-1987) Penalty, see § 50.99

§ 50.06 CONNECTION FEES.

(A) The City Council shall establish a connection fee schedule which it may change by resolution from time to time. The current fee schedule shall be attached as Exhibit A to the ordinance codified in this subchapter, and by this reference is incorporated herein. Fees for the connection of existing buildings to the community sewer system shall be due within 30 days of the notice to connect sent to all affected property owners by the city. Where permits have been obtained pursuant to § 50.05(B), connection fees shall by payable in advance. Applicants for connections to be made after completion of construction of the system shall pay all costs of making the connection.

(B) Those residences and commercial buildings located within the area served which are not offered the opportunity to connect to the community sewer system due to the limited number of connections may later be allowed to connect at the initial hookup rate with applications for grant money, if available, made by the property owner to the city.

(Ord. 420, passed 10-5-1987) Penalty, see § 50.99

§ 50.07 USE OF THE PUBLIC SEWERS.

(A) No person shall discharge or cause to be discharged any storm water, surface water, groundwater, roof runoff, subsurface drainage, uncontaminated cooling water, or unpolluted industrial waters to any sanitary sewer.

(B) No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:

(1) Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid, or gas;

(2) Any waters or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the sewage treatment plant, including,

but not limited to, cyanides in excess of two mg/l as CN in the wastes as discharged to the public sewer;

(3) Any waters or wastes having a pH lower than five and one-half, or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the sewage works;

(4) Solid or viscous substances in quantities or of the size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewage works such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cups, milk containers, and the like, either whole or ground by garbage grinders; and/or

(5) Any wastes not pretreated by an interceptor tank.

(C) No person shall discharge or cause to be discharged the following substances, water, or wastes, if it appears likely in the opinion of the Sanitation Manager that the wastes can harm either the sewers, sewage treatment process, or equipment, have an adverse effect on the receiving stream, or can otherwise endanger life, limb, public property, or constitute a nuisance. In forming his or her opinion as to the acceptability of these wastes, the Sanitation Manager will give consideration to the factors as to quantities of subject wastes in relation to flows and velocities in the sewers, capacity of the sewage treatment plant, degree of treatability of wastes in the sewage treatment plant, and other pertinent factors. The substances prohibited are:

(1) Any liquid or vapor having a temperature higher than 150°F (65°C);

(2) Any water or waste containing fats, gas, grease, or oils, whether emulsified or not, in excess of 100 mg/l or containing substances which may solidify or become viscous at temperatures between 32 and 150°F (65°C);

(3) Any garbage that has not been properly shredded;

(4) Any waters or wastes containing strong acid, iron, pickling wastes, or concentrated plating solutions, whether neutralized or not;

(5) Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances, or wastes exerting an excessive chlorine requirement, to the degree that any such material received in the composite sewage at the sewage treatment plant exceeds the limits established by the Sanitation Manager for the materials;

(6) Any waters or wastes containing phenols or other taste- or odor-producing substances, in the concentrations exceeding limits which may be established by the Sanitation Manager as necessary, after treatment of the composite sewage, to meet the requirements of the state, federal, or other public agencies or jurisdiction for the discharge to the receiving waters;

(7) Any radioactive wastes or isotopes of the half-life or concentration as may exceed limits established by the Sanitation Manager in compliance with applicable state or federal regulations;

(8) Any waters or wastes having a pH in excess of nine and one-half;

(9) Materials which exert or cause:

(a) Unusual concentrations of inert suspended solids (such as, but not limited to, Fullers earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate);

(b) Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions);

(c) Unusual BOD, chemical oxygen demand, or chlorine requirements in the quantities as to constitute a significant load on the sewage treatment works; and/or

(d) Unusual volume of flow or concentration of wastes constituting "slugs," as defined in § 50.02.

(10) Waters or wastes containing substances which are not amenable to treatment or reduction by the sewage treatment processes employed, or are amenable to treatment only to the degree that the sewage treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.

(D) If any waters or wastes are discharged or are proposed to be discharged to the public sewers, which waters contain the substances or possess the characteristics enumerated in division (C) above, and which, in the judgment of the Sanitation Manager, may have a deleterious effect upon the sewage works, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the Sanitation Manager may:

(1) Reject the wastes;

(2) Require pretreatment to an acceptable condition for discharge to the public sewers at no cost to the city;

(3) Require control over the quantities and rates of discharge; and/or

(4) Require payment to cover the added cost of handling and treating the wastes not covered by wasting taxes or sewer charges.

(E) Grease, oil, and sand interceptors shall be provided when, in the opinion of the Sanitation Manager, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand, or other harmful ingredients. All interceptors shall be of a type and capacity approved by the appropriate governmental agency and the city, and shall be located as to be readily and easily accessible for cleaning and inspection. Interceptors shall be provided by persons discharging into the sewer.

(F) Where preliminary treatment of flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his or her expense.

(Ord. 420, passed 10-5-1987) Penalty, see § 50.99

§ 50.08 RESPONSIBILITY FOR DAMAGE.

(A) No unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance, or equipment which is part of the public sewage works. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct or criminal mischief.

(B) At all times, all building sewer lines to any interceptor tank belong to the private property owner and are the owner's responsibility for maintenance and upkeep. Where pumping from an interceptor tank is allowed, the owner shall be responsible for installation of the electrical panel and wiring from the residence or business to the interceptor tank and shall pay all associated power costs. The electrical panel and its wiring will be installed on the exterior of the building for access. The interceptor tank and all lines leading from the tank to the public treatment works shall be the responsibility of the city for maintenance and upkeep.

(C) If any damage to the interceptor tank, public treatment works, or connecting lines is the result of a negligent or intentional act of any individual, that individual shall be responsible

for the cost of any and all repairs to the lines. If an agreement for payment is not reached between the city and the parties, the parties causing the damage shall also be responsible for any reasonable attorney's fees incurred by the city regarding this matter in any court of appeals. (Ord. 420, passed 10-5-1987) Penalty, see § 50.99

§ 50.09 POWERS AND AUTHORITY OF INSPECTORS.

(A) The Sanitation Manager and other duly authorized employees of the city bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this subchapter.

(B) While performing the necessary work on private properties referred to in division (A) above, the Sanitation Manager or duly authorized employees of the city shall observe all safety rules applicable to the premises and shall hold harmless the property owner for injury or death to the city employees and the city shall indemnify the property owner against loss or damage to its property by city employees and against liability claims and demands for personal injury or property damage asserted against the property owner and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the property owner to maintain safe conditions.

(C) The Sanitation Manager and other duly authorized employees of the city shall be permitted to enter all property for the purpose of inspecting and maintaining the community sewer system or a city easement. All entries and work, if any, shall be by way of the city's easement granted by the owner at the time their permit was approved or connection made to the public sewer.

(Ord. 420, passed 10-5-1987)

§ 50.10 CONSTRUCTION OF BUILDING SEWERS.

(A) All building sewers shall be laid on a grade of not less than three and sixteen-hundredths inch per foot for four-inch pipe and of not less than one-eighth inch per foot for six-inch pipe.

(B) If the grade of the building or side sewer is to be less than three and sixteen-hundredths inch per foot for four-inch pipe or one-eighth inch per foot for six-inch pipe, the property owner shall sign and acknowledge a grade release in a form approved by the city, the effect of which shall be to release the city from all future claims for damages due to the installation of the sewer. If there is doubt about grade, a grade release shall be procured before the pipe is laid. If, upon inspection, the grade is inadequate, the grade release shall be filed in the office of the City Recorder/Administrator before any backfilling takes place.

(C) All materials, pipes, and fittings used in the construction of effluent sewer lines on private property must meet published specifications of good construction as specified by the Sanitation Manager to prevent leakage and infiltration into the system.

(D) Pressure piping, fittings, and cleanouts shall be Class 160 (SDR 26) pressure-rated PVC piping with rubber gasket joints conforming to ASTM D 1784 and ASTM D 2241. Pipings and fittings for pressure sewer service lines shall be Class 160 (SDR 26)

pressure-rated PVC piping with rubber gasket joints conforming to ASTMD 1784 and ASTM D 2241 or polyethylene piping, pressure Class 160 (SDR 26) conforming to ASTM D 2122.

(E) Interceptor tanks shall be of concrete construction from a supplier approved by the city. The city shall keep on file at all times currently approved manufacturer and/or supplier of approved interceptor tanks with their current prices as per agreement with the city.

(F) Minimum interceptor tank sizes shall be 1,000 gallons per residence. Minimum interceptor tank sized for businesses or multi-residences shall be in accordance with requirements set forth by the Department of Environmental Quality, the requirements to be on file with the city.

(Ord. 420, passed 10-5-1987) Penalty, see § 50.99

SEWER USER CHARGES

§ 50.25 GENERALLY.

(A) User charges shall be levied on all users of the public sewers or public treatment works which may cover the cost of operation and maintenance, debt service, taxes, and other administrative costs of the treatment works.

(B) There shall be established classes of users such that all members of a class discharge approximately the same volume of wastewater per user.

(C) The flat charge per appropriate unit shall be established so that each user pays their proportionate share of the treatment cost. As the flow of wastewater and discharge is not metered, each user in the particular class shall be assigned an approximate wastewater volume based on the equivalent residential unit (ERU) rate.

(D) The user rate per ERU shall be established by resolution to be passed at the same time this subchapter is on its final passage, and the resolution may be amended from time to time as deemed necessary by the City Council by a subsequent resolution.

(E) Any change in the number of units on the premises of a user shall be reported by that user to the Sewer Board.

(F) Should any user believe that they have been incorrectly assigned to a particular user class, that user may apply for review of the assigned user charge, as provided in § 50.29.

(G) Should the Sewer Board or other individual as designated by the Board determine that a user is incorrectly assigned to a user class, or that the strength and/or volume of the user's wastewater flow is inconsistent with the assigned user class, the Sewer Board or other designated individual shall reassign a more appropriate user class to that user and notify that user of the reassignment.

(H) Records of all assigned rates shall be kept on file with the Sewer Board and shall be open for public inspection.

(I) The public sewer system user charges shall be established and adjusted by resolution of the City Council.

(J) The sewer user charge for all occupied property shall begin upon the acceptance of the public sewer system by the city. The sewer user charge for all unoccupied property shall begin within 30 days after the property is ready for occupancy or on the first day of occupancy, whichever occurs first. All unoccupied property which is ready for occupancy at the time sewer

service becomes available shall be treated as occupied property. Once the sewer user charge has commenced, no credit shall be given for vacancy. If the dates upon which the user charge is commenced or altered do not fall on the first day of billing, the rates shall be appropriately pro-rated.
(Ord. 411, passed 6-4-1985)

§ 50.26 REVIEW AND REVISION OF RATES AND NOTIFICATION.

The sewer user charges established by resolution shall, as a minimum, be reviewed biennially, and revised periodically to reflect actual costs of operation, maintenance, replacement, and financing of the treatment works and to maintain the equitability of the user charges with respect to proportional distribution of the costs of operation and maintenance.
(Ord. 411, passed 6-4-1985)

§ 50.27 RESPONSIBILITY; PAYMENT DELINQUENCIES.

(A) The person who owns the premises served by the public sewer system shall be responsible for payment of the sewer user charge for that property, notwithstanding the fact that the property may be occupied by a tenant or other occupant who may be required by the owner to pay the charges.

(B) Sewer user charges shall be due and payable to the city not later than 15 days after the date of billing.

(C) Sewer user charges levied in accordance with this subchapter shall be a debt due the city and a lien upon the property in accordance with O.R.S. 454.225. If this debt is not paid within 60 days after it shall become due and payable, it shall be deemed delinquent and may be recovered by civil action in the name of the city against the property owner, the person, or both. At the Sewer Board's discretion, water may be shut off when the bill is 60-days' delinquent.

(D) Change of ownership or occupancy of premises found delinquent shall not be cause for reducing or eliminating these charges.
(Ord. 411, passed 6-4-1985)

§ 50.28 HANDLING OF FUNDS.

(A) Bills for sewer user charges shall be mailed to the address specified in the application for permit to make the connection unless or until a different owner or user of the property is reported to the city.

(B) All collections of sewer user charges shall be made to the city.

(C) The Sewer Board or other designated individual is hereby directed to deposit in the Sewer System Improvement Fund all of the gross revenues received from charges, rates, and penalties collected for the use of the sewerage system as herein provided.

(D) The revenues thus deposited in the Sewer Improvement Fund shall be used exclusively for the operation, maintenance, and repair of the public sewer system; reasonable administration costs; expenses of collection of charges imposed by this subchapter and

connection fees provided for in this subchapter and payment of the principal and interest on any debts of the sewerage system of the city.
(Ord. 411, passed 6-4-1985)

§ 50.29 APPEALS.

(A) Any sewer user who feels his or her user charge is unjust and inequitable as applied to his or her premises, within the intent of the foregoing provisions, may make written application to the Sewer Board requesting a review of the user charge. Written requests shall, where necessary, include all information necessary for the Board to compare this unit charge to other similar units to determine appropriate charges.

(B) Review of the request shall be made by the City Council and it shall determine if it is substantiated or not, including recommending further study of the matter.

(C) If the request is determined to be substantiated, the user charge for that user shall be recomputed based on the approved unit charge. The new charges thus recomputed shall be applicable retroactively up to six months, as applicable.
(Ord. 411, passed 6-4-1985)

§ 50.99 PENALTY.

(A) *Generally.* Any person violating any provision of this chapter for which no specific penalty is prescribed shall be subject to § 10.99.

(B) *Sections 50.01 through 50.10.*

(1) Any person found to be violating any provision of §§ 50.01 through 50.10 shall be served by the city with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in the notice, permanently cease all violations.

(2) Violation of any of the provisions of §§ 50.01 through 50.10 which shall pose a danger or threat to any inhabitant of the city, or which may harm any part of the community sewer system, as determined by the Sanitation Manager, shall be cause for the city to enter onto the violator's property and to break and plug the connection to the community sewer system, or to disconnect and discontinue water service to the property, until the time as the cause of the damage or threat shall be shown to no longer exist, and until all damages to the community sewer system have been paid.

(3) Any person continuing any violation beyond the time limit provided for in division (A) above shall be guilty of a misdemeanor, and on conviction thereof shall be fined in the amount not exceeding $500 for each violation.

(4) Any person violating any of the provisions of §§ 50.01 through 50.10 shall become liable to the city for any expense, loss, or damage occasioned the city by reason of the violation.

(5) Each day any provision is violated, or continue to be violated after notice is given, is a separate violation. Successive notices are not required for successive violations.
(Ord. 420, passed 10-5-1987)

City of Falls City

Work Order

Work Order #: 000000002045

Name: [redacted]
Location No: 132
Account No: [redacted]
Route: NONE Read Seq: 00017
Address: 592 WOOD ST
Phone No: [redacted]

Issue Date: 02/03/2016 16:08
Process Date: 02/03/2016
Process Time: 04:30 PM
Requested By:
Assigned To: By: JOH

Completion Information

Work Done By: KW DP Date Completed: 2/4/16 Time: 8:30

Completion Comments:

This Address IS Serviced by sewer

Tasks

Task 1: CNV - CANNOT VERIFY READING

Service: WATER
Prior Read Date: 01/26/2016
Old Meter No: 04756225
New Meter No:

Meter Size: 5/8" METER
Prior Read: 1395
Old Meter Read:
New Meter Read:
Utility Notes:

Remote No:
Transmitter No:

Task Request Comments:

Please check services. Does this address actually utilize sewer? System shows no active sewer service. Thank you

Task Completion Comments:

Closed JH

Enrolled
House Bill 2662

Exhibit D

Sponsored by Representative FREDERICK; Representative VEGA PEDERSON (Presession filed.)

CHAPTER .....

AN ACT

Relating to the neglect of foreclosed residential real property; and declaring an emergency.

Be It Enacted by the People of the State of Oregon:

SECTION 1. (1) As used in this section:

(a) "Foreclosed residential real property" means residential property, as defined in ORS 18.901, that an owner obtains as a result of:

(A) Foreclosing a trust deed on the residential property; or

(B) Receiving a judgment that forecloses a lien on the residential property.

(b) "Neglect" means:

(A) To fail or a failure to maintain the buildings, grounds or appurtenances of foreclosed residential real property in such a way as to allow:

(i) Excessive growth of foliage that diminishes the value of adjacent property;

(ii) Trespassers or squatters to remain on the foreclosed residential real property or in a structure located on the foreclosed residential real property;

(iii) Mosquito larvae or pupae to grow in standing water on the foreclosed residential real property; or

(iv) Other conditions on the foreclosed residential real property that cause or contribute to causing a public nuisance.

(B) To fail or a failure to monitor the condition of foreclosed residential real property by inspecting the foreclosed residential real property at least once every 30 days with sufficient attention so as to prevent, or to identify and remedy, a condition described in subparagraph (A) of this paragraph.

(c) "Owner" means a person, other than a local government, that forecloses a trust deed by advertisement and sale under ORS 86.735 or by suit under ORS 88.010.

(d) "Reasonable costs" means actual and demonstrable costs that are commensurate with and do not exceed the market rate for services necessary to remedy a condition of neglect, plus the actual and demonstrable costs of administering a contract for services to remedy a condition of neglect or the portion of the costs of a program to remedy conditions of neglect that are attributable to remedying a condition of neglect for specific foreclosed residential real property.

(2)(a) An owner may not neglect the owner's foreclosed residential real property during any period in which the foreclosed residential real property is vacant.

(b) An owner shall provide the owner's name or the name of the owner's agent and a telephone number or other means for contacting the owner or agent to:

(A) The neighborhood association for the neighborhood in which the foreclosed residential real property is located; or

(B) An official that the local government designates to receive the information described in this paragraph.

(c) An owner shall post a durable notice in a conspicuous location on the foreclosed residential real property that lists a telephone number for the owner or for the local government that a person may call to report a condition of neglect. The owner shall replace the notice if the notice is removed from the foreclosed residential real property during a period when the foreclosed residential real property is vacant.

(d) An owner or the agent of an owner shall identify the owner of the foreclosed residential real property to the local government and shall provide to, and maintain with, the local government current contact information during a period when the foreclosed residential real property is vacant.

(3)(a) If a local government finds a violation of subsection (2)(a) of this section, the local government shall notify the owner in writing of the foreclosed residential real property that is the subject of the violation and in accordance with paragraph (b) or (c) of this subsection, as appropriate, shall specify a time within which the owner must remedy the condition of neglect that is the basis for the local government's finding.

(b) The local government shall allow the owner not less than 30 days to remedy the violation unless the local government makes a determination under paragraph (c) of this subsection and shall provide the owner with an opportunity to contest the local government's finding at a hearing. The owner must contest the local government's finding within 10 days after the local government notifies the owner of the violation.

(c) If the local government determines that a specific condition of the foreclosed residential real property constitutes a threat to public health or safety, the local government may require an owner to remedy the specific condition in less than 30 days, provided that the local government specifies in the written notice the date by which the owner must remedy the specific condition. A local government may specify in the written notice different dates by which the owner must remedy separate conditions of neglect on the foreclosed residential real property.

(4)(a) After a local government allows an owner the time specified in subsection (3)(b) of this section or makes a determination under subsection (3)(c) of this section, the local government may remedy or contract with another person to remedy neglect or a specific condition of neglect on foreclosed residential real property and require the owner to reimburse the local government for reasonable costs the local government incurs under this paragraph.

(b) A local government that has incurred costs with respect to foreclosed residential real property under paragraph (a) of this subsection has a lien on the foreclosed residential real property for the sum of the local government's unreimbursed costs. A lien created under this paragraph is prior to all other liens and encumbrances, except that the lien has equal priority with a tax lien. The lien attaches at the time the local government files a claim of lien with the county clerk of the county in which the foreclosed residential real property is located. A local government may bring an action in the circuit court to foreclose the lien in the manner provided for foreclosing other liens on real or personal property.

SECTION 2. This 2013 Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this 2013 Act takes effect on its passage.

Passed by House April 25, 2013

.....
Ramona J. Line, Chief Clerk of House

.....
Tina Kotek, Speaker of House

Passed by Senate May 30, 2013

.....
Peter Courtney, President of Senate

Received by Governor:

.....M....., 2013

Approved:

.....M....., 2013

.....
John Kitzhaber, Governor

Filed in Office of Secretary of State:

.....M....., 2013

.....
Kate Brown, Secretary of State