



City of Falls City
299 Mill St • Falls City, Oregon • 97344
Ph. (503) 787-3631 • www.fallscityoregon.gov

PUBLIC NOTICE: City Council Meeting

Date: Monday, February 8, 2021 **Time:** 6:00 pm

Location: Telephone, Web Application, in writing

How to Attend and/or Participate:

1. **Call-in:**
 - a. 1-253-215-8782
 - b. Meeting ID: 986 5676 6387
 - c. Passcode: 585730
 - d. You will be muted but may “raise your hand” to indicate you wish to comment.
2. **Web Application: Zoom**
<https://zoom.us/j/98656766387?pwd=bEVRRjBwbnlJWVdhOXplTDFpVG9Wdz09>
 - a. Meeting ID: 986 5676 6387
 - b. Passcode: 585730
 - c. You will be muted, but may “raise your hand” to indicate you wish to comment.
3. **Write-In:** Using regular mail or email.
 - a. info@fallscityoregon.gov; 299 Mill St. Falls City, OR 97344

The City of Falls City does not discriminate in providing access to its programs, services, and activities on the basis of race, color, religion, ancestry, national origin, political affiliation, sex, age, marital status, physical or mental disability, or any other inappropriate reason prohibited by law or policy of the state or federal government. Should a person need special accommodations or interpretation services, contact the City at 503.787.3631 at least one working day prior to the need for services and every reasonable effort to accommodate the need will be made.

AGENDA

1. CALL TO ORDER & ROLL CALL
Jeremy Gordon, Mayor ___ Dennis Sickles ___ Lori Jean Sickles ___
Jennifer Drill ___ Tony Meier ___ Amy Houghtaling ___ TJ Bailey ___
2. PLEDGE OF ALLEGIANCE
3. MOTION TO ADOPT THE ENTIRE AGENDA
4. GOOD OF THE ORDER
5. ANNOUNCEMENTS, APPOINTMENTS, APPRECIATION, PROCLAMATIONS'
6. COMMUNITY & GOVERNMENT ORGANIZATIONS
 - a. Falls City Public Works Report-----pg. 1
 - b. Falls City Fire Report -----pg. 2-3
 - c. Polk County Sheriff's Report----- pg. 4

7. REPORTS

- a. Mayor -----pg. 5-6
- b. Council
- c. Manager Report-----pg. 7-8

8. CONSENT AGENDA

- a. Approval of the Bills-----pg. 9-12

9. PUBLIC COMMENTS & LETTER COMMUNICATIONS

In order to encourage an environment of openness, courtesy and respect for differing points of view, please refrain from behavior that is disruptive to the meeting such as making loud noises, clapping, shouting, booing, or any other activity that disrupts the orderly conduct of the meeting. Abusive language will not be tolerated.

- a. Citizen Letter Communication-----pg. 13-15
- b. Please limit your commentary to three (3) minutes or less.

10. NEW BUSINESS

- a. Dasso Business License -----pg. 16-18
- b. Falls City Fire Grant Approval FEMA-----pg. 19
- c. Resolution 21-01 FEMA Grant-----pg. 20
- d. Falls City Fire Grant Approval ODF-----pg. 21

11. OLD BUSINESS

- a. Luckiamute Clinic Building Staff Report -----pg. 22-24

12. ADJOURN



City of Falls City

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Public Works Report January 2021

Administration

Normal operations

Water Division

12th Had to shut the water treatment plant off due to quality of water from excessive rain. We were able to turn on the plant on the 15th.

Sewer Division

On the 13th we had to set up a sandbag and gravel berm at the WWTP to prevent the river from flooding the plant. We also had to set up two pumps and monitor them to pump the water out of the drainage ditch all night as the river was over the pipe not allowing it to drain.

On the 22nd the pumps at the WWTP were stuck on we called Valley Electric to come and help with the issue.

Streets Division

on the 27th we spent the day and evening doing snow removal With the Ford and the backhoe and sanding with the Dump truck.

Parks & Cemeteries Division

Normal operations.

Non-Sewer Wastewater Division (TMDL)

Normal operations.

Jamie Ward

From: Sharon <pookie122917@aol.com>
Sent: Friday, February 5, 2021 7:45 AM
To: Jamie Ward
Subject: FCFD monthly report
Attachments: FCFD Volunteer activity monthly report 01-2021.docx

Good morning Jaimie,

Please find attached the volunteer roster for the fire dept for January 2021.
There were no changes in personnel for January.

As far as calls go for the month, we broke a record for the lowest call volume both in December and January. We had a total of 7 calls for January, (9 in Dec). Most were all medicals with one fire call assist with SW for a structure fire.

Our biggest accomplishment for the month was getting 13 of our volunteers started on their COVID-19 vaccinations.

They all completed round two the first of this month (Feb.) We are excited to have been lucky enough to receive the vaccine and hope the rest of the community will be able to soon.

There is some difficulty with notifying the Senior population for the vaccines. As they state and county rely mainly on social media, and scheduling appts on line with My Chart which has not been working well. I suggested to the Polk County Health team they contact the City of Falls City to put in a notice in our monthly bulletin that goes out with the utility bills, and perhaps notices in the Itemizer and Statesman Journal, since many of our Seniors still take and read the newspapers. I gave them your contact info Jaimie.

Thank you!
Stay well and have a safe month!
Sharon Volk Greve
Assistant Chief
Falls City Fire

Falls City Fire Dept. Volunteer Activity Report JANUARY 2021

| | Name | Rank/Cert | DPSST | Active "Yes" or "No" | |
|----|-------------------------------------|-------------------|-------|----------------------|--|
| 1 | Albert, Lori (4-11) | Eng /EMT I | 12941 | Y | |
| 2 | Bishop, Julee' (2-07) | Sup.Prob F F/M | 24016 | Y | |
| 3 | Creekmore, Donna (8-18) | Chaplain | | Y | |
| 4 | Creekmore, Jonathon G. 10-07 | AC/EMR | 24943 | Y | |
| 5 | *Cushman, Mason (11-2019) | Junior (F/AI) | | Y | |
| 6 | Dennis, Wyatt (8-20) | Junior F/M) | | Y | |
| 7 | Dunmire, Brody(5-20) | Prob FF | | Y | |
| 8 | Gusarov, (Geno) Gennadiy (9-20) | Prob FF M | | Y | |
| 9 | Jennifer, Drill (9-19) | Prob FF | | Y | |
| 10 | Epperson, Jay (7-20) (1-14) | Cpt. EMR | 14346 | Y | |
| 11 | Gilbert, John (9-06) | BC/EMR | 23390 | Y | |
| 12 | Inman, Larry (5-19) | Prob FF/M | 15572 | Y | |
| 13 | Rasnake, Mikayla (8-20) | Prob Junior | | Y | |
| 14 | Richardson, Abbey (9-18) | ProbFF | 38799 | Y | |
| 15 | Schwarz, Hannah (7-20) | Prob Junior | | Y | |
| 16 | Schwarz, Staci (9-19) | Sup Prob/FF/M | | Y | |
| 17 | Schwarz, Jeff (5-17) | Junior Prob FF/ M | | Y | |
| 18 | Schwarz, Jon, Jr (5-16) Adult 12-19 | Prob FF | 37498 | Y | |
| 19 | Schwarz, Jon, Sr. (5-17) | Prob FF/M | 37498 | Y | |
| 20 | Symolon, Corrine (9-20) | Prob FF M | | Y | |
| 21 | Smith, Paul (1-96) | BC /EMR | 11555 | Y | |
| 22 | Vamey, Brittany (7-16) | Prob FF EMT | 37500 | LOA Work/school | |
| 23 | Volk Greve, Sharon (2-96) | AC/EMT I | 11590 | Y | |
| 24 | Wagner, Danielle 7-16 | Prob FF | 37501 | Y | |
| 25 | Wagner, Karl C. (1-00) | Capt FF | 15575 | Y | |
| 26 | Weems, Zachary 3-11 | Prob FF | 36235 | Y | |
| 27 | Young, Robert (1-82) | Chief EMR | 06608 | Y | |

Report submitted by Sharon Volk Greve, Assistant Chief, Falls City Fire and EMS Feb. 3rd, 2021

January 2021 Falls City Stats

| Falls City Calls for Service | | | | | | | |
|------------------------------|----|----------------|----|-------------|---|----------------|----|
| Assault | | Harassment | 2 | Misc Crime | | Susp Activity | 5 |
| Area Chk | 8 | Driving | 16 | Miss Person | | Susp Person | |
| Animal | 5 | Domestic Dist | 1 | Noise | 1 | Susp Vehicle | 13 |
| Community Event | | Found Property | | EDP | 2 | Theft | 11 |
| Burglary | 1 | FIR | 1 | Ordin Vio | 1 | Trauma | |
| Assist Other Agency | 17 | Fraud | 4 | Overdose | | traffic assist | 28 |
| ATL (attempt to locate) | 2 | Follow up | 6 | Natural Gas | | Traffic Stops | 39 |
| DUI | 4 | 911 hangup | | runaway | 1 | Trespass | 2 |
| Citizen Contact | 8 | Illegal Park | | sex offense | 1 | Warrant | |
| Civil Paper Service | 1 | Gen Disturb | | Shots Fired | | Welfare Check | 4 |
| Criminal Misch | 2 | Alarm | 3 | Stolen Veh | | Uncon | |

| | | | | | |
|---------------------------------------|------|-----------------------------|---|-----------------|------------------|
| Falls City Calls for Service | 52 | Of the FC Calls for Service | 6 | involved crimes | |
| Total Calls for Service (county wide) | 1627 | FC Cases Cleared by Arrest | 3 | 50.0% | clearance |
| Falls City % of Total Calls | 3.2% | Total Arrests in Falls City | 5 | 7.0% | of total arrests |

| | | | | | |
|-----------------------------------|------|------------|--|----------------------------------|-----------------|
| Total Service Calls (Polk County) | 1627 | | | | |
| | 139 | Crimes Occ | | Juvenile Arrests | 1 (county wide) |
| Cases Cleared by arrest | 75 | 54.0% | | Juvenile Arrests | 0 (Falls City) |
| Total Arrests (county wide) | 71 | | | (only true crimes reported here) | |



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OFFICE OF THE MAYOR
JEREMY GORDON

Mayor's Report, February 8, 2021

COVID -19 and Vaccination Update

- Vaccines are still scarce. Oregon is faring much better (#11 nation wide) than many other states in terms of death rates and infection rates. Long term health affects are emerging and data is being collected.
- Oregonians age 80 and above can now begin getting vaccinated against COVID-19.
- Adults age 65 and above will become eligible to get a vaccine over the following three weeks.
- Web tool: getvaccinated.oregon.gov – This tool will allow people to determine if they are eligible for a vaccine and register to receive email alerts or text notifications about vaccine events in their area. This tool is open to all Oregonians and information will be available in 11 languages.
- Older Oregonians can also text ORCOVID to #898211 to receive text/SMS updates or email ORCOVID@211infor.org.
- 10,000 additional vaccine doses have been distributed to pharmacies (not included in Oregon's federal allocation).
- Masking and social distancing protocols will remain in place and are recommended to folks even if they are vaccinated. Data is still being collected on transition rates of vaccinated individuals.

Office of Emergency Management

- ShakeAlert® Earthquake Early Warning System will launch on March 11: Phone-based early warning system for earthquakes
- Emergency Management in Falls City: sharing in Federal, State, and County resources for local-specific emergency needs.
 - CERT Program (Community Emergency Response Team) educates people about disaster preparedness and trains them in basic disaster response skills, such as fire safety, light search and rescue, and disaster medical operations. Manager Foscoli

will be a good resource for those interested in expanding this program in Falls City.

Legislative Impacts on Falls City

- Federal Budget Resolution: (700-800 amendments) – \$1.9 trillion (\$350 billion for aid to local governments). Work begins this week in the House oversight committee to draft language for aid to local governments - could include water funding.
- Oregon 2021 Legislative Session
 - HB 2379 Introduced: Imposes severance tax on owner of timber at time of harvest at five percent of timber value for emergency wildfire funding (excludes first 25,000 board feet or timber harvested annually)
 - 50% to Emergency Wildfire Fund (state), 25% to general fund of each County in proportion to value harvested across all counties, 15% to State Forestry Dept, 10% to Forest Research and Experiment Account
 - HB 2598 Introduced: Imposes severance tax on all timber harvested from public and private forestland
 - Excludes 25,000 board feet exclusion, but increases minimum acreage of eligible forestland for small tract forestland status
 - Most funds would be placed in the Timber Tax Fund (outside of the General Fund)
 - 70% to counties, distributed to taxing districts within county in accordance with schedule of percentages computed under ORS 311.390, 20% to General Fund, 5% to Oregon Forest Land Protection Fund, 5% to Oregon Watershed Enhancement Board

Relief to Small Businesses Impacted by COVID-19

I am pleased to report that at least three Falls City-based businesses received grant relief in the latest round of relief. Funds were administered and distributed by Polk County and Willamette Workforce Partnership. Special thanks to the office of the Board of Commissioners for helping me connect with area businesses. Additional funds will likely be available in the upcoming federal budget resolution. I will continue to work with Manager Foscoli and our regional partners to disseminate information to local businesses. It would be wise for Falls City businesses to form an organization to help disseminate these and other resources and to provide mutual support.

Sincerely,



Jeremy Gordon



City of Falls City
299 Mill Street
Falls City, OR 97344
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City Manager's Report February 8, 2021

Introduction

Since our last meeting, we've had a few curveballs thrown at us, but staff has risen to the challenge and managed to ensure that vital services to the community have continued uninterrupted. Through a couple of COVID scares, water main ruptures and occasional technological issues, we've maintained our service to excellent standards.

Wastewater Project – I have been attending the regular meetings with the multi-organizational team putting together the ultimate application for financing through USDA-RD. As specified in previous city manager's reports, we're still working through the logistics of securing a grant award to cover the costs of the Cultural Resource Survey.

As previously stated, the extension of our deadline and modification of the contract for completion of work under the CDBG Grant with the State of Oregon is allowing us more time to cover the cost of the Biological Assessment required by USDA. In order to pay for this administrative requirement, the state's DEQ representative is coordinating with the Army Corps of Engineers in order to identify whether this falls under a programmatic agreement between federal agencies. We will know the outcome of this effort to mitigate upfront costs in the next few weeks.

Safe Routes to School Award – Falls City participated in an ODOT webinar as part of the Safe Routes to School grant administration requirement. This webinar gave jurisdictions an overview of the various milestones that need to be met in the individual projects, as well as highlighted the reporting requirements under ODOT grant parameters.

IT Project – The work to ensure that council chambers have the ability to livestream council meetings using laptops, microphones and YouTube is complete. Chromebooks were delivered to city hall and were distributed to councilmembers for the special meeting workshop to review council goals. All laptops have been installed with Zoom apps in order for individual councilors to access the meetings remotely without having to connect to a web browser. As the need persists for council meetings to be fully virtual due to COVID restrictions, we are fully prepared moving forward.

Note: If you have questions/concerns, please respond to me individually by email, phone, or in person. This way we avoid violating any public meetings laws with a "reply all" response, or multiple councilors discussing on the same thread.

Doctor's Office Renovation – Now that the renovation work has completed, it is time to promote the Luckiamute Clinic building space for occupancy by local businesses, non-profits and public partners. A regional economic development partner in the region is putting together a photo gallery showing the before and after for marketing purposes to be ready by the next council meeting. In the meantime, work on an RFI (Request for Information) from potential tenants is complete (staff report). Our hope is still to market this property to an anchor tenant, while supporting the community's entrepreneurs and home businesses with the remainder of the building and create a "Hub of Community Activity".

Commission & Committee Engagement– The city's various commissions and committees in 2020 have had their regular function disrupted by social distancing rules, as well as turnover in membership. At present, the committees with the biggest need for participation are:

- Historic Landmark Commission
- Parks & Recreation Committee
- Budget Review Committee

I'd like to encourage councilmembers to help enlist interested citizens to submit applications for membership.

Council Goals 2021-2022 – On Feb. 1, the Falls City council met in a workshop to review the council goals from 2019-2020 to assess their status. The workshop helped to fine-tune the 2020-2021 goals so that they are current and achievable to the best of our ability. Several councilors were able to identify actions that they would help to move forward, either personally, or by helping to recruit community volunteers. A report on the council goal review will appear as a staff report in the March council meeting.

Sincerely,



AJ Foscoli

Note: If you have questions/concerns, please respond to me individually by email, phone, or in person. This way we avoid violating any public meetings laws with a "reply all" response, or multiple councilors discussing on the same thread.

City of Falls City
Paid Bills Report
As of January 8, 2021

| Date | Memo | Account | Class | Amount |
|---|--------------------------------|------------------------|-------------------------|-----------|
| Edge Analytical | | | | |
| 01/08/2021 | Dec '20 Statement | Accounts Payable | | -460.00 |
| 01/08/2021 | Monthly Routine 20-38844 | Professional Services | SHARED SERVICES | 33.00 |
| 01/08/2021 | Wastewater 20-41044 | Professional Services | SHARED SERVICES | 223.00 |
| 01/08/2021 | wastewater 20-42131 | Professional Services | SHARED SERVICES | 162.00 |
| 01/08/2021 | Wastewater 20-44292 | Professional Services | SHARED SERVICES | 42.00 |
| Total Edge Analytical | | | | 0.00 |
| Great American Financial Services | | | | |
| 01/08/2021 | Inv 28400361 | Accounts Payable | | -189.00 |
| 01/08/2021 | Copier Lease Payment 10/... | Professional Services | SHARED SERVICES | 189.00 |
| Total Great American Financial Services | | | | 0.00 |
| KAMIND IT, Inc. | | | | |
| 01/08/2021 | 1021-035 | Accounts Payable | | -172.00 |
| 01/08/2021 | 01/21 Ofc 365 | Operational Expenses | SHARED SERVICES | 172.00 |
| Total KAMIND IT, Inc. | | | | 0.00 |
| MNOP | | | | |
| 01/08/2021 | 01-0012589 | Accounts Payable | | -65.21 |
| 01/08/2021 | Falls City Fire CL77451 Dri... | Equipment O & M | 01 GENERAL FUND:01.0... | 65.21 |
| Total MNOP | | | | 0.00 |
| National Hose Testing Specialties, Inc | | | | |
| 01/08/2021 | Inv # 49844 | Accounts Payable | | -1,905.90 |
| 01/08/2021 | Hose and Ladder Testing | Fire Fighter Retention | 01 GENERAL FUND:01.0... | 1,905.90 |
| Total National Hose Testing Specialties, Inc | | | | 0.00 |
| Navigate Investigations | | | | |
| 01/08/2021 | Inv 213 | Accounts Payable | | -150.00 |
| 01/08/2021 | Background- Gusarov | Professional Services | 82 FIRE EQUIPMENT/OP... | 150.00 |
| Total Navigate Investigations | | | | 0.00 |
| Petro Card | | | | |
| 01/08/2021 | C684880 | Accounts Payable | | -251.20 |
| 01/08/2021 | PW Fuel | Equipment O & M | SHARED SERVICES | 251.20 |
| Total Petro Card | | | | 0.00 |
| Quadient | | | | |
| 01/08/2021 | Acct: 7900 0440 8064 7419 | Accounts Payable | | -300.00 |
| 01/08/2021 | Postage & Machine 12/20 | Operational Expenses | SHARED SERVICES | 300.00 |
| Total Quadient | | | | 0.00 |
| River-Bend Sand & Gravel | | | | |
| 01/08/2021 | 3112559, 3130568, 3135443 | Accounts Payable | | -2,668.01 |
| 01/08/2021 | 35.85 Ton 3/4 crushed qua... | Operational Expenses | 20 WATER OPERATING ... | 1,334.00 |
| 01/08/2021 | 35.85 Ton 3/4 crushed qua... | Facilities O & M | 11 STREET FUND | 1,334.01 |
| Total River-Bend Sand & Gravel | | | | 0.00 |

City of Falls City
Paid Bills Report
As of January 8, 2021

| <u>Date</u> | <u>Memo</u> | <u>Account</u> | <u>Class</u> | <u>Amount</u> |
|----------------------------------|-----------------------------|-------------------------|-------------------------|---------------|
| TerryByte Computer Repair | | | | |
| 01/08/2021 | Inv 869 | Accounts Payable | | -846.25 |
| 01/08/2021 | Nov MSP 3 Hours , Remo... | Professional Services | SHARED SERVICES | 225.00 |
| 01/08/2021 | Remote Connection | Professional Services | SHARED SERVICES | 25.00 |
| 01/08/2021 | F-Secure Softward 60.00 ... | Professional Services | SHARED SERVICES | 480.00 |
| 01/08/2021 | Travel time | Professional Services | 01 GENERAL FUND:01.0... | 60.00 |
| 01/08/2021 | Connected COG to VPN .7... | Equipment O & M | 01 GENERAL FUND:01.0... | 56.25 |
| Total TerryByte Computer Repair | | | | 0.00 |
| Verizon Wireless | | | | |
| 01/08/2021 | Inv 9869828432 | Accounts Payable | | -58.28 |
| 01/08/2021 | PW Duty Phone 12/20 | Internet/Phone | SHARED SERVICES | 58.28 |
| Total Verizon Wireless | | | | 0.00 |
| Westech Engineering | | | | |
| 01/08/2021 | 247694 | Accounts Payable | | -268.00 |
| 01/08/2021 | Engineer VIII- 2 Hours | '17 CDBG Wastewater ... | 13 SEWER FUND | 268.00 |
| Total Westech Engineering | | | | 0.00 |
| Xerox Capital | | | | |
| 01/08/2021 | 2410198 | Accounts Payable | | -386.50 |
| 01/08/2021 | Copier Lease Payment 12/... | Equipment O & M | SHARED SERVICES | 180.75 |
| 01/08/2021 | Copier Lease Payment 12/... | Equipment O & M | SHARED SERVICES | 180.75 |
| 01/08/2021 | Late Fee | Equipment O & M | 01 GENERAL FUND | 25.00 |
| Total Xerox Capital | | | | 0.00 |
| TOTAL | | | | 0.00 |

City of Falls City
Paid Bills Report
As of January 21, 2021

| Date | Memo | Account | Class | Amount |
|--|---------------------------------|----------------------------|--------------------------|-----------|
| Central Refrigeration & Restaurant Equip. | | | | |
| 01/21/2021 | ATO8504, DUKD83R | Accounts Payable | | -7,380.00 |
| 01/21/2021 | Atosa S/S Freezer-CARES... | Professional Services | SHARED SERVICES | 3,900.00 |
| 01/21/2021 | Dukers S/W Cooler- CARE... | Professional Services | SHARED SERVICES | 3,480.00 |
| Total Central Refrigeration & Restaurant Equip. | | | | 0.00 |
| CenturyLink | | | | |
| 01/21/2021 | Acct 5037874719562B | Accounts Payable | | -88.07 |
| 01/21/2021 | 12/20 Telephone-WTP | UTILITIES | 20 WATER OPERATING ... | 88.07 |
| Total CenturyLink | | | | 0.00 |
| Consumers Power Inc | | | | |
| 01/21/2021 | Account # 1155301; Dec '20 | Accounts Payable | | -315.58 |
| 01/21/2021 | 11/20 Power- WTP | Power | 20 WATER OPERATING ... | 315.58 |
| Total Consumers Power Inc | | | | 0.00 |
| Delsman Trucking & Excavation | | | | |
| 01/21/2021 | inv 634676 | Accounts Payable | | -1,177.18 |
| 01/21/2021 | Track Hoe Work- Fairoaks... | Professional Services | 13 SEWER FUND | 780.00 |
| 01/21/2021 | Rock Delivery - 3/4 Minus ... | Professional Services | 13 SEWER FUND | 225.00 |
| 01/21/2021 | 24.04Tons Delivered-Fairo... | Professional Services | 13 SEWER FUND | 108.18 |
| 01/21/2021 | Stray Bails-Fairoaks Lift St... | Professional Services | 13 SEWER FUND | 64.00 |
| Total Delsman Trucking & Excavation | | | | 0.00 |
| Local Government Law Group P.C. | | | | |
| 01/21/2021 | Inv 5758258, Inv 57706 | Accounts Payable | | -2,260.00 |
| 01/21/2021 | Continue on IGA with sch... | '17 CDBG Wastewater ... | 19 CITY UTILITY RESER... | 1,960.00 |
| 01/21/2021 | Consult with Mayor/AJ follo... | New Sewer | 19 CITY UTILITY RESER... | 220.00 |
| 01/21/2021 | Review file for Annual Audi... | Professional Services | SHARED SERVICES | 80.00 |
| Total Local Government Law Group P.C. | | | | 0.00 |
| Mid Willamette Valley COG | | | | |
| 01/21/2021 | 2021274 | Accounts Payable | | -1,044.00 |
| 01/21/2021 | Project #340358 Planning ... | Professional Services | 01 GENERAL FUND:01.0... | 1,044.00 |
| Total Mid Willamette Valley COG | | | | 0.00 |
| Net Assets Corporation | | | | |
| 01/21/2021 | 66-202011 | Accounts Payable | | -38.00 |
| 01/21/2021 | Lien Searches NOV 20 | Professional Services | SHARED SERVICES | 38.00 |
| Total Net Assets Corporation | | | | 0.00 |
| Oregon City County Manager's Association | | | | |
| 01/21/2021 | 2021 Dues | Accounts Payable | | -150.77 |
| 01/21/2021 | OCCMA Dues 2021 | Travel/Training/Dues/St... | 01 GENERAL FUND:01.0... | 150.77 |
| Total Oregon City County Manager's Association | | | | 0.00 |

11

City of Falls City
Paid Bills Report
As of January 21, 2021

| Date | Memo | Account | Class | Amount |
|---|--------------------------------|----------------------------|-------------------------|-------------|
| Pacific Power | | | | |
| 01/21/2021 | multiple accounts, 210915... | Accounts Payable | | -2,645.86 |
| 01/21/2021 | 01/21 Parks Power | UTILITIES | 01 GENERAL FUND:01.0... | 54.94 |
| 01/21/2021 | 01/21 Sewer Power | UTILITIES | 13 SEWER FUND | 593.14 |
| 01/21/2021 | 01/21 Fire Power | UTILITIES | 82 FIRE EQUIPMENT/OP... | 1,072.57 |
| 01/21/2021 | 01/21 Street Power | UTILITIES | 11 STREET FUND | 597.10 |
| 01/21/2021 | 01/21 Water Power | UTILITIES | 20 WATER OPERATING ... | 79.85 |
| 01/21/2021 | 01/21 City Hall & Dr Ofc P... | UTILITIES | SHARED SERVICES | 248.26 |
| Total Pacific Power | | | | 0.00 |
| Polk County Emergency Management | | | | |
| 01/21/2021 | Inv 210105-03 | Accounts Payable | | -277.25 |
| 01/21/2021 | Qtr 3 Radio Communicatio... | Professional Services | 82 FIRE EQUIPMENT/OP... | 277.25 |
| Total Polk County Emergency Management | | | | 0.00 |
| Rugged Wear | | | | |
| 01/21/2021 | | Accounts Payable | | -539.97 |
| 01/21/2021 | Jay Epperson Initial Issue ... | Operational Expenses | SHARED SERVICES | 539.97 |
| Total Rugged Wear | | | | 0.00 |
| Spectrum Business | | | | |
| 01/21/2021 | 8751 12 200 0019088 | Accounts Payable | | -184.95 |
| 01/21/2021 | City Hall phone/internet Jan | UTILITIES | SHARED SERVICES | 184.95 |
| Total Spectrum Business | | | | 0.00 |
| Sunstate Equipment Co. | | | | |
| 01/21/2021 | INV 47136 | Accounts Payable | | -330.60 |
| 01/21/2021 | 12' SHORE 22-36 CYL- Fa... | Professional Services | 13 SEWER FUND | 330.60 |
| Total Sunstate Equipment Co. | | | | 0.00 |
| US Bank Visa | | | | |
| 01/21/2021 | Account: 47985312149811... | Accounts Payable | | -3,254.15 |
| 01/21/2021 | CDW 8 Council Cromeboo... | Professional Services | 01 GENERAL FUND:01.0... | 2,195.12 |
| 01/21/2021 | Office Supplies | Facilities O & M | SHARED SERVICES | 199.20 |
| 01/21/2021 | Zoom meeting for CC | Travel/Training/Dues/St... | 01 GENERAL FUND:01.0... | 14.99 |
| 01/21/2021 | Camcorder Equipment CC... | Professional Services | 01 GENERAL FUND:01.0... | 844.84 |
| Total US Bank Visa | | | | 0.00 |
| Williamson & Aebi, LLP | | | | |
| 01/21/2021 | Dec'20 Accountant | Accounts Payable | | -420.00 |
| 01/21/2021 | 12/20 Accountant | Professional Services | SHARED SERVICES | 420.00 |
| Total Williamson & Aebi, LLP | | | | 0.00 |
| TOTAL | | | | 0.00 |

12



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

OFFICE OF THE MAYOR
JEREMY GORDON

January 11, 2021

Paul Dasso
49 East Avenue
Falls City, OR 97344

Dear Paul,

I am writing to inquire if you are interested in meeting over the phone or in person (masked and socially distanced) to discuss some of your questions and concerns regarding the Falls City Wastewater Project and our City Council meetings. Your recent interest in city government and willingness to serve on the City Council is admirable and it is in the City's best interest that its citizens are informed and are able to participate in meaningful and productive ways, especially those who aspire to volunteer their time and energy.

Regarding the Wastewater Project, there are a few items in your letter that I could perhaps make more clear for you in order to save you money on a public records request. I also urge you to heed Councilor Bailey's suggestion and read the 2013 Wastewater Facilities Plan. Yes, some of the information is outdated, but many of the identified deficiencies in the current system have only been compounded over time. Though I am not a civil engineer, nor an expert on any particular dimension of the project, I have (unwittingly) become somewhat of a competent generalist and could be helpful to you. There will be additional public events and presentations planned as the project progresses, but again, I am happy to meet one-on-one to share what I've learned.

Also, I believe you hold some misconceptions regarding public comment during public meetings. First, it is under the discretion of the Presiding Officer (subject to appeal by the Council) as to whether and when to recognize public attendees outside of the prescribed public comment period. It is also within the rights of the Presiding Officer to withhold or deny recognition, particularly when speakers expect an extended conversation during deliberations, become argumentative, interrupt or are disrespectful. I am happy to discuss with you any issues of parliamentary procedure or decorum outside of public meetings. I was elected to serve a role, a role I take exceedingly seriously as there are critical issues confronting the City. And I am certain that I have made mistakes and will make more, but I do demand that folks treat volunteers with respect despite their shortcomings.

Thank you again, Paul, for your interest and participation. If you would like to set up a time to talk, feel free to send me an email to mayor@fallscityoregon.gov with your availability.

Sincerely,

Jeremy Gordon

RECEIVED JAN 29 2021

January 21, 2021
Paul Dasso
PO Box 39
Falls City, OR 97344

Jeremy Gordon
299 Mill Street
Falls City, OR 97344

Dear Sir,

Your assumption that no one puts too much effort into things before opening their mouth is probably generally correct. In my case however, it is not. The Falls City Wastewater Facility Plan-Part A (2013) does seem to be an excellent report on the actual sewage handling problem. It also seems to be an exposé on the complete lack of sewer system maintenance by the city. A problem I wager that has never been addressed, to this day. It is an introduction of multiple possible solutions with an ending focus of the lagoon solution, a method which is presumably the preference of the engineering firm writing the report.

This is the year 2021. The report was completed in 2013. It is 8 years out of date. Technology is different and costs have probably tripled or even quadrupled. Any updated estimate that may have been received since is just that. Going on an estimate, only subjects a gullible buyer to cost overruns and unforeseen problems and a big bag to hold if it is ever completed. Besides that, in my humble opinion there is at least one other option that should be penciled out to prove viability.

If this is, in fact, a real project, the city is spending public funds toward a capitol project with absolutely no documentation to prove where the money is going.

I could not believe my ears listening to the meeting chair and city manager admonish a voter elected council member for requesting documentation that substantiates a supposed active city project. Information directly related and essential for that council member to responsibly perform the duties they took a public oath to perform. Information, by the way, that should be in a project file that is alive and growing with each step toward finalization.

Is this the legal posture the city wishes to maintain?

I've been doing mechanical engineering for over 30 years. Engineering success requires managing details within a specific process. A word or a letter that is incorrect or a digit out of place can mean rework, adding cost and time, and worst case the failure of a project.

I have read/studied the Falls City Charter and City Council Rules multiple times. I own my own copies of Robert's Rules of Order and supporting information. I have searched, read and studied the Oregon Revised Statutes pertaining to "public bodies". I have explored and read the Oregon State Attorney General's reviews, guidelines, and tutorials pertaining to public bodies. I have been in email communication with the Oregon State Ethics Commission stating my interpretation of the law and asking if my understanding was correct. Their answer, "Yes, your understanding is correct".

Although by charter the Mayor is a part of city council, the core of power lies with the 6 council members. It is no leap of imagination that a city voter should expect open and constructive conversation of pending city business, and that ALL documentation and materials pertaining to said questions are readily available to ANY voter or councilor interested in review. In point of fact, in today's world, there is no good reason ALL information concerning city business is not available through the click of a mouse.

What Falls City appears to have is a mayor who considers himself the great city father from who all things emanate. A mayor who conspires in the back room with a city manager deciding how things will be, and then forcing a rubber stamp from the city council. This was prominently demonstrated at the January 11th council meeting.

You sir, have demonstrated by response to council and public. If someone is not willing to parrot your program they will be met with a slideswipe version of, you don't know what you're talking about, on the fly variations of rules to suit your immediate need, or an outright shut down. You demonstrated all 3 of these in your recent letter to me.

First you invite me to listen to an oratory on how things are, and a suggestion of how you might direct me to help the city (you don't know anything). Second you present yourself as a "competent generalist", and a caveat that the information you offer may change (variation to suit immediate need). Third, in your last paragraph you state that "I", have the power, and you can be minimized (outright shut down).

Given my new acquired knowledge regarding the law pertaining to city government, combined with my understanding of the method of business being conducted in this city, my outlook of government behavior is absolutely diametrically opposite yours. I have no desire to meet with you. In fact I want to stay as far away as possible. I do not want my name in any way associated to the current state of Falls City.

You have the council rubber stamp YOUR council rule changes, and have fun with your fiefdom while it lasts. If I were a lawyer I would have hours of great fun and entertainment with this situation. However not being one, I do not wish to spend the time also learning the process.

So, I think I will fade back into the blissful ignorance of the huddled masses, as every other resident of this city seems to have done.

Please do not contact me again.

Sincerely,



Paul Dasso



OFFICIAL USE:
BUSINESS LICENSE NUMBER:
2021 - 26

299 Mill Street, Falls City, Oregon 97344
Phone: 503.787.3631 Fax: 503.787.3023
www.fallscityoregon.gov
This organization is an equal opportunity provider

APPLICATION FOR CITY BUSINESS LICENSE
TERM OF LICENSE
JULY 1, 2020 – June 30, 2021

Check one:

First Time License: Renewal:

Falls City Municipal Code 110.01- First time business licenses shall be reviewed and approved by City Council prior to a license being issued to a business for the first time.

Business Name: Evergreen Instruction Zoning: Res

Owner(s): SEAN DASSO

Location of Business: 49 EAST AVE

Mailing address (if different): PO BOX 333

Business Phone: 971 404 6343 Business Fax: _____

Email Address: evergreeninstruction@gmail.com

Website: www.evergreeninstruction.com

Number of Employees: Self-only 1 Part-Time _____ Full-Time _____

Home-Based Business: (Circle one) YES NO

Please review the list of business types below and circle the most appropriate classification.

- | | |
|--|-----------------------------------|
| 110000 Ag, Forestry, Fishing & Hunting | 420000 Wholesale Trade |
| 210000 Mining | 440000 Retail |
| 220000 Utilities | 480000 Transportation Warehousing |
| 230000 Construction | 510000 Information |
| 310000 Manufacturing | 520000 Finance & Insurance |

530000 Real Estate/Rental & leasing
540000 Professional, Scientific, Technical
Services
550000 Management of Company & Enterprises
560000 Admin Support/Waste Management &

620000 Health Care & Social Assistance
710000 Arts, Entertainment & Recreation
720000 Accommodation & Food Services
810000 Other Services (excluding Public
Admin)
920000 Public Administration

Remediation

610000 Education Services

PRODUCTS SOLD OR SERVICES RENDERED

Professional instruction, consulting, life coaching,
training, community involvement

DESCRIBE AVAILABLE PARKING

Private driveway

IMPACT ON LOCAL TRAFFIC

None / N/A

ENVIRONMENTAL IMPACTS (i.e. noise, waste products, odors, storage of hazardous materials)

NONE

**DOES THE BUSINESS COMPLY WITH REQUIRED BUSINESS RECYCLING AS DEFINED
IN FALLS CITY MUNICIPAL CODE SECTION CHAPTER 53.04.150: BUSINESS
RECYCLING (See Attached)**

YES NO

OREGON STATE LIQUOR CONTROL COMMISSION (OLCC):

Will alcohol be sold on the premises? (Circle one): YES NO

If YES, provide OLCC PREMISE # _____ OLCC LICENSE

COUNTY AND STATE LICENSING INFORMATION:

State Business Registry #: 01796905-8 (BIN)

Please describe information pertaining to Polk County or State Issued Licenses that you currently hold.

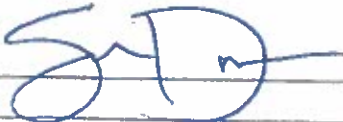
FEE SCHEDULE. Resolution 2013-03 defines business license fees.

| Type of License | Employees | License Fee |
|---------------------------------|-----------|--|
| Home Occupation, no employees | 0 (Self) | \$50.00 |
| Home Occupation, with employees | 1 + | \$75.00 |
| Commercial | n/a | \$100.00 |
| Temporary | | Same fee as business licenses categories |

I hereby certify that the information contained herein is true to the best of my knowledge. I agree to abide by all applicable codes and ordinances of the City of Falls City and to correct any hazards or violations as they may pertain to the above business. Issuance of this license does not guarantee that the site or use conforms to the City of Falls City land use regulations.

NAME: SEAN DASSO

BUSINESS NAME: Evergreen Instruction LLC

SIGNATURE OF APPLICANT: 

| |
|--------------------------------|
| Office Use Only: |
| RECEIVED BY: <u>JW</u> |
| DATE: <u>01/29/21</u> |
| TYPE OF LICENSE: <u>610000</u> |
| AMOUNT PAID: <u>\$ 50.00</u> |
| RECEIPT #: <u>893769</u> |
| APPROVED BY: _____ |
| DATE COUNCIL APPROVED: _____ |
| CONDITIONS OF APPROVAL: |

FOR FALLS CITY COUNCIL SPECIAL MEETING ON FEB. 1ST, 2021
RESOLUTION AUTHORIZATION REQUEST

BREAKDOWN FOR THE FEDERAL EMERGENCY MANAGEMENT
ADMINISTRATION
(FEMA) GRANT APPLICATION (PERIOD 2020).

FALLS CITY FIRE DEPT

FOR FIRE AND EMS EQUIPMENT, SUPPLIES AND TRAINING

TOTAL OF GRANT APPLIED FOR: , **\$ 51,243.00**

MATCH REQUIRED IS 5% = **<2,562.15>**

Note: As Council knows, we applied for a FEMA Grant last year with much of the same equipment. However, we were not lucky enough to be awarded that Grant, so we are trying again. We have trimmed quite a bit from our last request, hoping to make our application more appealing to the FEMA Grant Committee and also save the City of Falls City on the 5% Match Cost.

Please feel free to call me should you have any questions.

Thank you for your continued support!

Respectfully,

Sharon Volk Greve

Assistant Chief

Falls City Fire Dept.

Cell: (503) 871-5140

Email: Pookie122917@aol.com

RESOLUTION 01-2021

A RESOLUTION AUTHORIZING AN APPLICATION FOR A FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION (FEMA) GRANT

Whereas, The City of Falls City desires to apply for a FEMA Fires Assistance grant and to delegate authority to the City Manager to sign the application; and

Whereas, the Falls City Fire Department is in need of various equipment and training outlined in this resolution; and

Whereas, the City of Falls City desires to make every effort to supply our Fire Volunteers with the training and equipment to enable their service to the community, and protect them from injury and loss of life; and

Whereas, the City of Falls City Council cannot afford to update equipment without help from grant funding.

NOW THEREFORE THE CITY COUNCIL OF FALLS CITY RESOLVES AS FOLLOWS:

Section 1. The City Council demonstrates its support for the submittal of grant applications to the FEMA Fire Assistance and EMS Micro Grant programs for the following equipment:

1. Portable Radios with programing, templates, batteries, chargers and accessories
2. Replacement Headsets for Engine 122, Engine 125 and Brush 123
3. Mounted Vehicle Radios for Engine 122, Engine 125 and Brush 123
4. 1,000. ft of 5" and 1500. ft of 3" NFPA water supply Fire Hoses for Fire Trucks
5. 3" Blitz Fire Monitor (Portable unmanned water supply nozzle)
6. Various Hose Connectors, Reducers, Couplings and Y's to connect hoses to each other and supply Hydrants
7. Various small hand /appliance tools for each Fire Truck. (Pike Poles, Hydrant and Hose Wrenches, etc)
8. Traffic Safety Cones and Safety Flash Lights
9. Auscultation Training Manikin. CPR, IV, Blood Pressures, Pulses, Heart Tones and Lung Sounds
10. Computer/Equipment/Accessories and Overhead Projector for Training and Record Keeping

Section 2. This Resolution becomes effective immediately upon passage.

This Resolution was duly PASSED and ADOPTED by the Falls City Council this ___ Day Of February, 2021

AYE _____ NAY _____ ABSTAIN _____ ABSENT _____

APPROVED:

Date

Jeremy Gordon, Mayor

ATTEST:

Date

Jamie Ward, City Clerk

20

Submitted January 29th, 2021
Falls City Fire Dept
By Assistant Chief Greve

City of Falls City
City Council Meeting for February 8th, 2021

RE: Per City Manager's Request Falls City Fire Dept "ODF Grant"

*Note: This is one of two grants the fire dept is requesting City Council to consider on Feb. 8th, 2021

Information/ update: **Oregon Forestry Grant (ODF Grant)** that Falls City Fire Dept applied for last year, and has been awarded.

Grant Purpose: To purchase General Equipment for Fire Fighting

Grant Award Total \$4,800.00

50% "IN KIND MATCH" < 2,400.00 >

In Kind Match has been met by Fire Dept. with Documented Volunteer Hours total 160 hrs. @ allowed Grant Rate of \$15.00 per hr = (\$2,400.00)

Terms of this Grant:

Equipment must first be purchased, then submit paid invoices to ODF grant funding dept.
ODF will then reimburse the City for the Grant amount

Deadline: This grant closes on February 25th, 2021. In order to get the invoices along with required report to ODF for reimbursement, we should have the purchases completed no later than **Feb. 15th, 2021**

Questions: Please call Sharon Volk Greve, Assistant Chief, Falls City Fire Dept
Cell: (503) 871-5140

AGENDA REPORT

TO: CITY COUNCIL
FROM: CITY MANAGER FOSCOLI
SUBJECT: LUCKIAMUTE CLINIC BUILDING UPDATE & RFI (REQUEST FOR INFORMATION)
DATE: FEBRUARY 8, 2021

BACKGROUND

At the April 13, 2020 meeting, City Council chose to proceed on renovations to the Luckiamute Clinic building at 304 North Main Street using funds from the City's Community Development Revolving Loan Fund (the fund's balance was approximately \$117,000 at the time) to cover renovations to the property and pursue grant opportunities to lessen the cost. Falls City Thrives brainstormed ideas for the property and intends to use the property to create a multi-use space for community health/wellness and small business incubation. Their ideas include yoga or other exercise classes, space for medical practitioners, telemedicine, rentable desk space/co-working, vendor space in living room, a drive-through coffee shop, and job training classes. In addition, Falls City Thrives has done some professional development with grant-writing and is prepared to relieve some administrative burden from City Hall staff.

SUMMARY

Now that the renovations to the Luckiamute Clinic building are complete, it is time to promote its use to potential tenants, so as to begin recouping the investment incurred by the city in bringing this city asset back into use. In order to achieve this, Falls City Thrives has drafted a RFI from individuals, agencies, or organizations who may be interested in operating or being a part of a shared community space located in Falls City's historic "Old Clinic". The RFI document (Attachment A) is included in this report for council review.

STAFF RECOMMENDATION

Staff recommends beginning the search for potential tenants of the Clinic Building by publicizing a RFI

PROPOSED MOTION

Recommend a motion to direct the city manager, with the assistance of the Thrive Committee to distribute an RFI to potential tenants of the Luckiamute Clinic Building (also known as "Old Clinic") and to negotiate lease agreements.

Attachments A: Luckiamute Clinic Building RFI

Request for Information

Falls City Thrives is soliciting Requests for Information (RFI) from individuals, agencies, and private and nonprofit organizations interested in operating or being a part of a multi-use community and commercial space located in downtown Falls City's newly renovated historic "Luckiamute Clinic" craftsman building.

What is the vision for this new site?

Falls City Thrives envisions the space as one not only rich in history, but also rich in potential to enhance the community's continued success through downtown beautification and economic and community development. These focus areas emerged from a comprehensive community visioning process conducted in 2019. Falls City Thrives' mission is to help bring this vision to a reality through partnership, business support and development, and continued community engagement to ensure success for tenants and the people they serve.

The success of the space will be determined by your creative efforts and vision! Some possibilities to consider include: library and business development space, entrepreneur space and pop-up vendor, shared retail space, a tasting room, regionally sourced retail and culinary treasures, health and wellness services, office space for your developing business, tele-med or in-person medical/dental services, counseling services, and more! The possibilities to serve residents and visitors alike are endless...

Purpose of the RFI:

The purpose of this RFI is to gather information from potential tenants of the site. Once initial RFI data is collected, Thrives leadership may move forward with a full Request for Proposals (RFP).

RFI responses are due Friday, April 2

Please answer all of the following questions and provide as much detail as possible.

If you have questions about this RFI, please contact:

Lynn Bailey, fallscitythrives@gmail.com or AJ Foscoli, manager@fallscityoregon.gov.

Falls City Shared Services Building Project Concept-Request for Information (RFI)

First and Last Name

Name of your business, organization or agency if applicable

What is the best way for us to reach you if we have questions? Please provide email address and/or phone number.

General questions about your interest and organization. NOTE: you will not be held to these answers, this RFI is just intended to explore possibilities and interest.

Please describe in detail the type of services or resources you would like to provide at this proposed site? Provide as much detail as possible.

How much space (size of room, # of rooms) would you anticipate needing to provide the services you described in the previous question?

How many days per week do you anticipate needing to use the space to provide the services you described?

During what hours of the day would you anticipate needing the space to provide the services you described? (Ex: 9am-12pm)

What is your program or service's expected rental payment rate per square foot for the type of space you are interested in?

If you are only using the space part-time, would you be willing to share the rented spaced with another entity that provides goods/services that are complimentary to yours?

What goods/services do you currently provide or wish to provide in Polk County?

What further questions or comments do you have for us concerning this project idea?
