
City of Falls City
City Council Special Meeting Minutes
Monday June 22, 2020 6:00 PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Council Present: Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

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

Others Present: Steve Donovan, Donovan Enterprises

Present Via Conference Call: Jennifer Drill, City Councilor; Chris Brugato, Westech Engineering; Renata Wakeley, Mid-Willamette Valley Council of Governments.

1. Call to Order and Roll Call

Mayor Gordon called the meeting to order at 6:03PM. Clerk Ward took roll call.

2. Pledge of Allegiance

Mayor Gordon led the pledge.

3. Motion to adopt the entire Agenda

A motion was made by Councilor T. Meier and seconded by Councilor T. Bailey to adopt the entire agenda. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

4. New Business

- a. City Manager Corthell introduced Steve Donovan who will begin a PowerPoint Presentation (See Exhibit A).

Councilor D. Sickles asked who was listening to the meeting on the phone.

Corthell stated that Councilor Drill, Chris Brugato the City Engineer and Renata Wakeley were.

Mr. Donovan introduced himself and went over his PowerPoint presentation (see exhibit A). Mr. Donovan explained that although we are still are working with unknown facts the city and engineers have a plan that he feels will work well with both existing and new residents. Mr. Donovan went on to state that if the City wants to complete the sewer project by the 2023, they need to start increasing rates now. The longer the city delays the higher the cost could go.

Public Hearing on Rate Increase opened at 7:05 PM

No Public Comments

Public Hearing on Rate Increase Closed at 7:06 PM

b. Resolution 16-2020

A motion made by Councilor C. Lauder and Seconded by Councilor T. Meier to move that the City Council of Falls City adopt Resolution 16-2020, A RESOLUTION PARTIALLY RESCINDING EXHIBIT 2 OF RESOLUTION 12-2017, AND ADOPTING NEW MONTHLY SEWER RATES ON JULY 1, 2020. Motion carried 5-1-0-0. Ayes: Lori Jean Sickles, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey. Nays: Jennifer Drill

Recess taken at 6:49P
Recess ended at 6:53PM

- c. City Manager Corthell read his staff report explaining that the owners of Frinks General Store Kathy Frink have approached city staff about a proposed "Friday Market" hosted on their commercial property each Friday between April first (01) and September first (01) from 9 am to 3 pm. Looking into this Corthell found that the current temporary business license rules will not allow for operation throughout the proposed date range due to a ninety (90) day continuous licensure, and up to one hundred and eighty (180) days of total licensure with a required thirty (30) consecutive day break. This gap in the temporary business license ordinance would require vendors to obtain a full business license with council review and associated fees to operate throughout the Friday Market season. Forcing those vendors to pay the extra costs for a shorter season could stunt the potential success of the Friday Market. The vendor license would include the following fees ten dollars (\$10.00) for Falls City Residents, Fifteen dollars (\$15.00) for Polk County Residents, and twenty dollars (\$20.00) for Outside Polk County Vendors.

Mayor Gordon stated he really likes this idea and would like to the days of operation to include Saturday but would need someone to amend the proposed motion to include Saturdays.

Councilor L. Sickles asked if she need to abstain since she was a local business owner and would possibly use the market for her own business.

Corthell answered Councilor Sickles by saying he did not think she would need to abstain but could if she felt obligated to.

Councilor L. Sickles opted to abstain form this vote.

A motion made by Councilor D. Sickles and Seconded by Councilor T. Meier to move that the City Council of Falls City adopt Resolution 17-2020, A RESOLUTION CREATING A "FRIDAY AND SATURDAY MARKET VENDOR LICENSE". Motion carried 5-1-0-0. Ayes: Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey. Abstain: Lori Jean Sickles.


- d. City Staff is requesting the approval of alcohol to be allowed at the George Kitchin' Park (Upper Park) for the duration of Don Poe's retirement party. Corthell added that the City reservation application required city council permission, but that City staff could not find any resolution stating those rules. Corthell is asking City Staff to prepare a staff report directing Parks and Recreation Committee create and recommend a set of rules for council approval to limit future park confusion.

A motion made by Councilor L. Sickles and Seconded by Councilor D. Sickles to move that the City Council of Falls City approve the Upper Park Reservation to allow alcohol consumption at Don Poe's Retirement Party. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

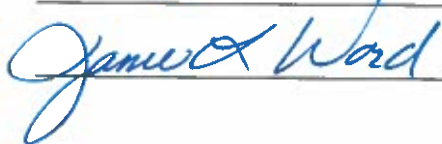
5. Adjourn

A motion made by Councilor T. Meier and Seconded by Councilor L. Sickles to move that the City Council of Falls City Adjourn. Motion carried 6-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles, T.J. Bailey

The meeting adjourned at 7:30pm.



Mayor, Jeremy Gordon

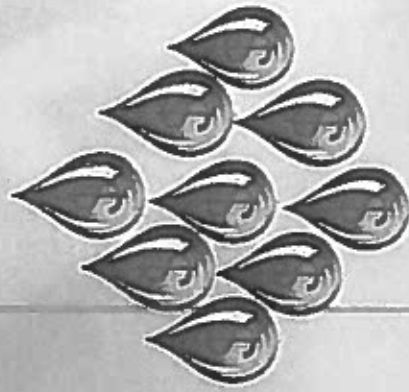
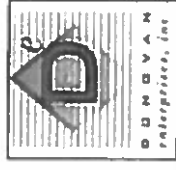
Attested: 

City Clerk, Jamie Ward

Falls City Wastewater Rate Study City Council Briefing

June 8, 2020

Prepared by:





- The STEP/STEG system was built in the mid 1980's (35+ years old). Current plan is to replace the existing RGF/drain field system with a facultative lagoon treatment system.

- Sources and uses of project funding:

Sources of Fund:

Balance of CDBG award not yet spent	\$ 2,100,000
Local community match funding (loan proceeds)	<u>2,000,000</u>
Total sources of funds	4,100,000

Uses of Funds:

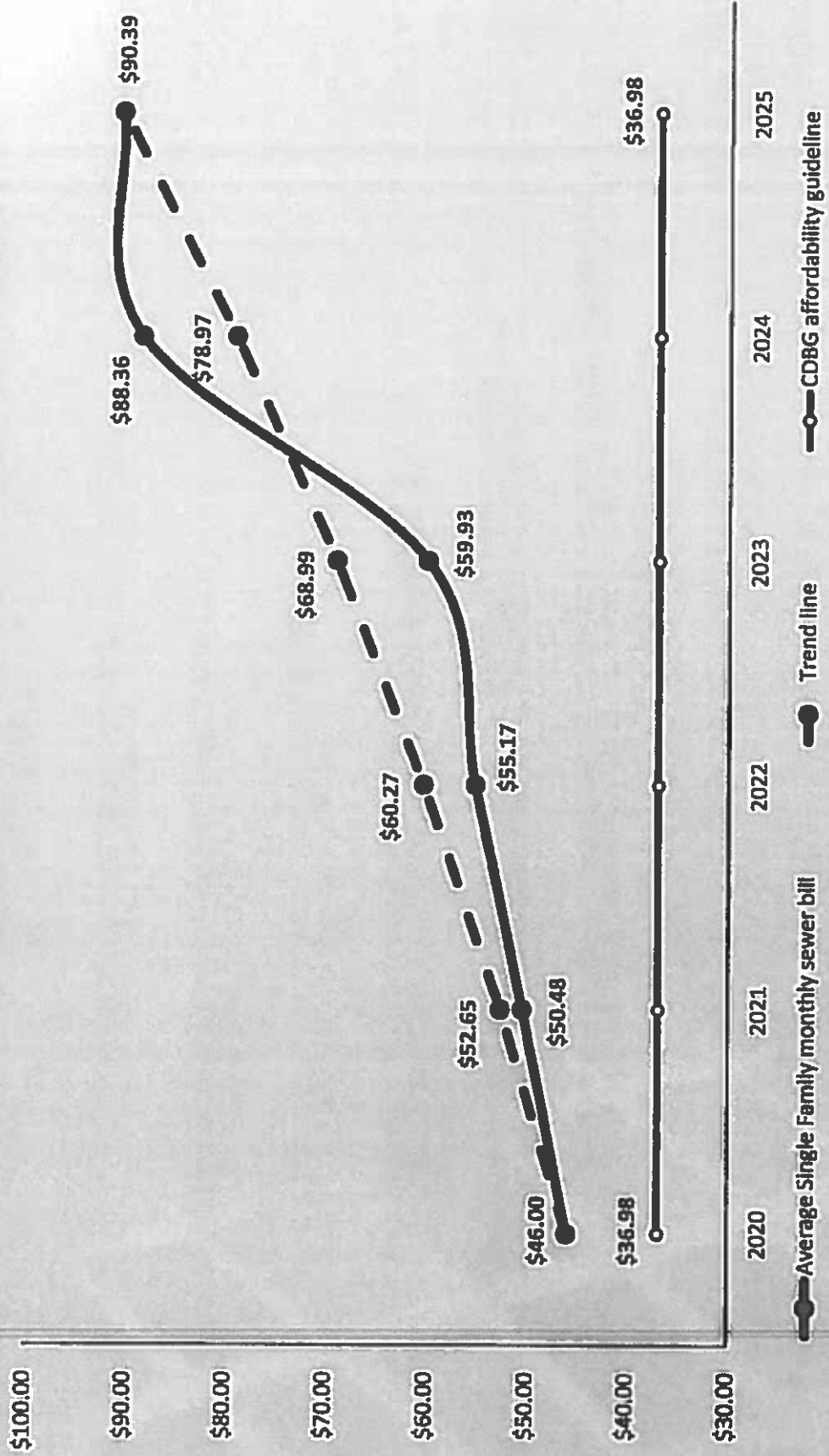
Facultative lagoon WW Treatment project	\$ 4,100,000
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- Estimated project completion date is June 30, 2023
- We have formulated a financing and rate strategy to fund the new lagoon system. We will share that analysis with you today.
- This rate study is funded from CDBG funds; a requirement of the grant.



- Assumptions:
 - ✓ Three (3) year design/build schedule for lagoon location and conected starting late 2020. Construction completed by June 30, 2023.
 - ✓ For the loan, interim financing provided the Oregon DEQ's Cleanwater State Revolving Loan Program. Current terms are 0.69% APR, no administration fees. At end of construction, principal outstanding is "taken out" by permanent financing.
 - ✓ Permanent financing provided by USDA Rural Utility Service 40-year water/wastewater loan. Current terms are 2.25% APR.
 - ✓ For this analysis, we have assumed no new grants.

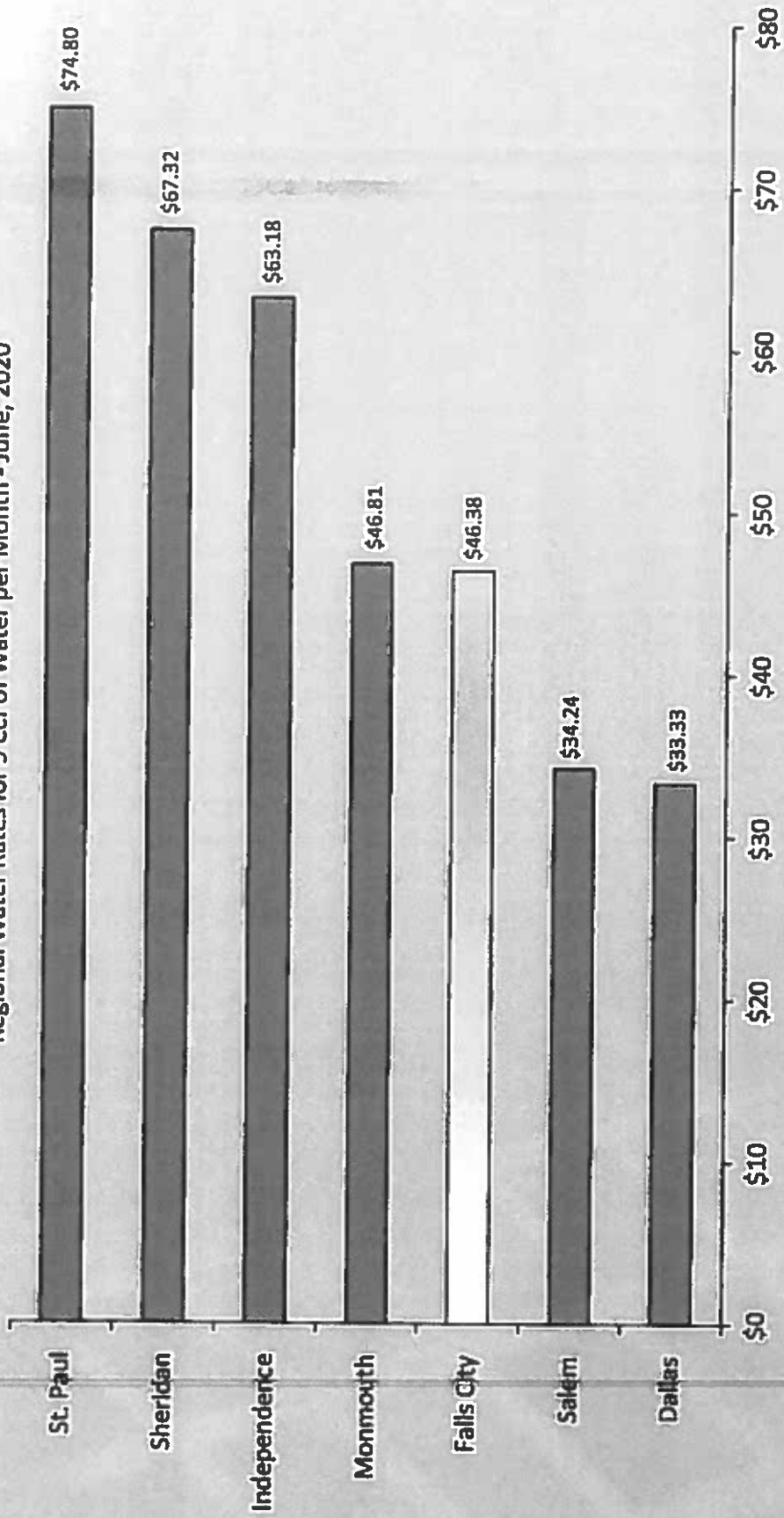
Rate Implications of the WWTP Financing Plan



Neighboring Communities' Utility Rates



Regional Water Rates for 9 Ccf of Water per Month - June, 2020



Next Steps



- Continue work on the lagoon plan and advise the Council on progress.
- Continue work on the wastewater rate study; should be completed by the end of August 2020.
- Recommendations:
 1. Program in a general wastewater rate increase for July 1, 2020; raise the current rate from \$46.00 to \$52.65 per month.