
City of Falls City
City Council Regular Meeting Minutes
January 20, 2020 6:00 PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

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

Staff Present: Mac Corthell, City Manager; William Sullivan, Community Development & Outreach Coordinator; Jamie Ward, City Clerk

1. Call to Order

Mayor Gordon called the meeting to order at 6:00 pm.

2. Roll Call

Clerk Ward took roll call.

3. Pledge of Allegiance

Mayor Gordon led the pledge.

4. Motion to adopt the entire Agenda

A motion was made by Councilor D. Sickles and seconded by Councilor L. Sickles to adopt the entire agenda with changes to move New Business to agenda item five(5) Motion carried 5-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill Tony Meier, Cliff Lauder, Dennis Sickles

5. New Business

a. OLCC Permit Recommendations

Councilor Drill asked if there have been any complaints to the City with any of the business regarding OLCC.

City Manager Corthell stated he had not heard of any.

No action taken by council results in a recommendation for approval of permits.

No action taken by City Manager results in approval of permits

Approval of OLCC permits granted (see exhibit A)

b. Corthell read his staff report explaining the appointment process to fill City Council seats vacated mid-term.

Councilor Drill had discussion about the questions just seeing if it were possible to change the questions at some point in the future.

Corthell stated that resolution can be changed at any time Council decides.

A motion was made by Councilor C. Lauder and seconded by Councilor T. Meier that the City of Falls City adopt RESOLUTION 01-2020 A RESOLUTION ADOPTING A PROCESS TO FILL COUNCIIL VACANCIES. Motion carried 5-0-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, Dennis Sickles

c. Resolution 02-2020 Council Interviews & Appointment

Applicants include: Charlie Flynn, Sherrell Sears, and T.J. Bailey

City Council Interview Questions:

1. Why do you want to be a City of Falls City Councilor?

S. Sears- to have a voice of what happens in the City

C. Flynn- He feels he wasn't quite done yet but had to leave to provide for his family.

T. Bailey- Coming from a small City he saw what effect local government has and would like to be a part of that. He would like to be a positive part of that.

2. What do you believe, in your background, training and experiences qualifies you to help govern the affairs of a city of one thousand (1,000) people?

C. Flynn- He's done a lot of different jobs that require all of him. Physically and mentally, he feels that will help him grown with the City of Falls City and Council as a group.

T. Bailey- His experience as a special Education teacher and feels that his whole career he has had to have difficult conversations. He feels that knowing how to have those difficult conversations with transparency will help him be successful in this position.

S. Sears- Her experience with serving the public and the citizens of the community.

3. What experience related to city government would you bring to the Councilor Position?

T. Bailey- although he doesn't have any city government experience he feels that his running and facilitating meetings and apart of due process he feels that will help him understand and conduct himself in a professional manner.

S. Sears- Feels like she is diligent in finding the answers to questions she might be looking for. Feels like being a community member she can understand the publics point of view and doing what's best for the City.

C. Flynn- Brings his experiences from that side of the table back to that side of the table. He has experience in budget management and other experiences in other jobs he's had.

4. What do you believe are the major issues/priorities/needs and concerns of particular importance to the city and how would you address them?

S. Sears- Utility Improvements would help our community grow.

C. Flynn- The sewer is very important, without expanding it we can't develop or add on to the City of Falls City. He would like to see the south side be added on to the new sewer system to cut costs for the whole city. After that he would like to use the utility pathways that are being used from companies and have them pay for their usages.

T. Bailey- Another outlet for our youth, he would like to spearhead our kids to get involved with the community. Either helping to volunteer, improving the parks, improving our schools, improving local businesses. Really getting our youth involved as an active member of the community.

5. To the best of your knowledge, describe the functions of the City Council versus the functions of the City's appointed administration.

C. Flynn- on Council night the City Council is in charge at no other time is one person the boss. City Council can only make decisions that impact the City as a group not as one person. City Hall Staff has the job every day to fulfill what council decides. They are hands on every day.

T. Bailey- Mayor and Council are elected by the Community to create policy and the City Manager is hired by the Council and is the management to City Staff.

S. Sears- City Council is appointed by Community members and Staff is hired.

6. What can the City do to help local businesses address their major concerns?

T. Bailey- Speak at local business and see what has helped them and what concerns they may have. Come up with a game plan and work with them to help them grow and develop

S. Sears- Our businesses are how our community thrives. Because there are very few it's important to support them and help them grow.

C. Flynn-See how we they want to see Falls City grow, and not just business owners but their employees to. Have a meeting with just the business owners and see how each business supports each other.

7. What are your ideas for improving the livability for the citizens of Falls City?

S. Sears- She is in the process of building a home right now and giving community members the resources to find places to build

C. Flynn- One of the biggest road blocks to Falls City would be the roads. We have road that are unimproved, we have streets and avenues that are bare top and are in need of some attention.

T. Bailey- Housing options for all residents including low income residents. See how to fix our issues to bring safe housing into Falls City. Also building up our parks, we have the opportunity to really bring in people into our town. We should promote ideas for Events, music festivals, and really strive to leave a lasting impression on those who come through.

8. What do you feel is the biggest strength of the community?

C. Flynn- The people here. It seems that everyone here will go out of their way for someone else. He sees it every week at the produce giveaway with people talking to each other and help where and when they can.

T. Bailey- The people of Falls City, one of the greatest things he has witnessed is that whenever there is a crisis everyone joins together to help. The other strength is that there is so much potential here in Falls City, he sees that in the faces of the children he is around every day is the future of our City. He also feels Falls City is a gem that is slowly being shined.

S. Sears- Small town community is nice, she feels the events that are being put on by local business draw everyone together.

9. What do you feel is the biggest challenge facing the community?

T. Bailey- Lack of the involvement in our community, during events he has noticed that the same people are volunteering for the work. Another challenge is that we live in a high poverty community. We need to find more resources for them and help them where we can.

S. Sears- Really tightknit sometimes to tightknit. Maybe more of a unified community then it is now.

C. Flynn- Isolation. We are a destination community and we to change the negative ideas that some may have from forty years ago. We have to stretch out brighter. Making people what we have to offer.

10. Do you have the available time to perform the duties of City Councilor? Attend multiple meetings per month?

S. Sears- Very flexible

C. Flynn- Retired so he's available

T. Bailey- No problems taking the time off to attend council meetings

11. One indicator of an effective municipal government is the ability of Elected Officials to place the well-being of the constituency above their own. If you are selected, how

would you engage the community to serve their interests? What if the community's vision contrasts with your own?

C. Flynn- He brought nothing to City Council that wasn't his own agenda. He wouldn't bring anything to Council that was a personal matter. His priority is listening to the people here in Falls City.

T. Bailey-Go out into the community and get to know community members and find out what their needs are. He feels we all have one vision to make Falls City the best it can be. If someone's vision contradicts his own then that is where thrives. He likes to be challenged on what is the best for the community.

S. Sears- Being a part of the community, being available for the things the City puts on. And the hard part is nobody has the same agenda and at the end of the day is a committee decision.

12. Each Councilor can ask a specific question of all candidates.

D Sickles asked if they are willing to look into the role of City Council verses the role of City Administration when asked by community members to look into something.

T. Bailey- He always researches anything he does so that he doesn't break any laws.

S. Sears- Being a sounding board is important and looking into the questions you are asked. So yes.

C. Flynn- You can't just answer that question with a yes or no, and he feels he has a history of looking into those questions.

L. Sickles- No question.

J. Drill- How do you describe yourself? Are you Leader or follower? Visionary or doer? Listener or hearer?

S. Sears- Both on all three (3).

C. Flynn- Yes, sometimes I lead and sometimes I follow. Visionary, but doesn't ask someone else to do the work. He listens to make sure he hears properly.

T. Bailey- Both on all three (3).

Mayor Gordon- No question.

T. Meier- What are your thoughts on code enforcement.

C. Flynn- Would like to see that position filled and codes being enforced.

T. Bailey- we need to develop something to keep code enforcement consistent.

S. Sears- we need to keep our community safe. Code enforcement is a strong way of doing that.

C. Lauder-How do you feel you would deal with disappointments sitting behind these tables?

T. Bailey- Doesn't look at disappointment as a failure he tries to learn from where he went wrong.

S. Sears- You not always going to get what you want in life, its about picking up those pieces and moving on or finding a different way of making it happen.

C. Flynn- Feels that being disappointed could mean that you come with your own agenda and he doesn't do that.

RESOLUTION 02-2020 A RESOLUTION APPOINTING A CITY COUNCILOR TO FILL THE CURRENT CITY COUNCIL VACANCY.

City Council elected T.J Bailey as City Councilor. Motion carried 3-2-0-0. Ayes: Lori Jean Sickles, Tony Meier, Dennis Sickles. Nays: Jennifer Drill, Cliff Lauder.

Councilor D. Sickles was excused for a basketball game at 7:21PM

Mayor Gordon called a break at 7:25PM

Break ended at 7:38PM

6. Community & Government Organizations

a. Falls City Public Works Report
None

b. Falls City Fire Report
None

7. Reports

a. Mayor Gordon expressed his excitement over the grant that Corthell partnered with Polk Community Development Corporation. Four Hundred Thousand Dollars could go to help between twenty (20) and thirty (30) local families. Gordon also stated that local contractors could help with that so it is an opportunity for them to make some money.

b. Council Reports
Councilor L. Sickles- None

Councilor J. Drill- Apologized for the Christmas tree falling during the last wind storm, but stated she has been in contact with someone a Weyerhaeuser and there is a possibility that they will donate a tree seedling for The City to plant in a permanent place for future Christmas tree lightings.

Corthell asked C. Drill if he could get his information from her.

Councilor T. Meier- None

Councilor C. Lauder- Ask if there is anything that can be done after the fact if someone builds something without proper building permits?

Corthell responded yes, it can be turned in to the Contractors Board, to the County and also can be turned into the City.

Councilor T. Bailey- was not swarm in but talked a little about the bitty ball program and his excitement for how it is growing.

- c. Community Development & Outreach Coordinator William Sullivan read his report regarding a brief update on what he has been working on over the last month (see exhibit B)
- d. Corthell briefly went over his managers report (see exhibit C). Corthell wanted to bring to Councils attention that our CBDG grant is kind of a challenging one because we do not own the land right now, but even with that we are moving along nicely.

8. Consent Agenda

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

9. Public Comments

None

10. Citizen Committees

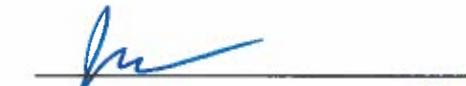
- a. Parks and Recreation meeting is Wednesday February 19, 2020
- b. Public Works meeting is Thursday February 27, 2020
- c. Historic Landmarks has not scheduled a meeting yet.

11. Old Business

None

12. Adjourn

The meeting adjourned at 7:54 pm. No Motion was made

Attested:  Mayor, Jeremy Gordon
 City Clerk, Jamie Ward

District 2 Renewals

<u>License No./ Premises No.</u>	<u>Tradename/Licensee/License Type</u>	<u>Premises Address & Phone</u>	<u>Premises Mailing Address</u>
Lic. 301422 Prem. 54780	FRINK'S GENERAL STORE FRINK'S GENERAL STORE LLC O - OFF-PREMISES SALES	319 N MAIN ST FALLS CITY, OR 97344 503-787-8036	
Lic. 291529 Prem. 37476	THE BOONDOCKS LOAJEANS LLC F-COM - FULL ON-PREMISES SALES	318 N MAIN ST FALLS CITY, OR 97344 503-787-2700	PO BOX 81 FALLS CITY, OR 97344
Lic. 291530 Prem. 37476	THE BOONDOCKS LOAJEANS LLC O - OFF-PREMISES SALES	318 N MAIN ST FALLS CITY, OR 97344 503-787-2700	PO BOX 81 FALLS CITY, OR 97344
Lic. 289164 Prem. 48292	THE BREAD BOARD THE BREAD BOARD LLC L - LIMITED ON-PREMISES SALES	404 N MAIN ST FALLS CITY, OR 97344 503-787-1817	

Count for FALLS CITY

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Community Development & Outreach Coordinator Report
January 20, 2020

Dear Honorable Mayor and City Council,

I hope all had a restful, enjoyable Holiday season. I'd like to take a moment to update the City Council on my work over the past month.

Community & Economic Development

- The Steering Committee is continuing to meet monthly. In December, the group held two action planning meetings to prioritize projects of focus for 2020. This year, the group will focus on:
 - Formation of Community/Economic Development 501(c)(3) organization
 - Creating landscaped community space in front of the Luckiamute Clinic (proposal to come before Council in coming months)
 - Preliminary Riverwalk (clearing dirt path) between the 3rd Street Footbridge and the Falls, according to Parks Master Plan
- Unfortunately, Cycle Oregon grant application for bike racks & repair station was denied. I'll be doing brainstorming & outreach with business owners over the Spring to get businesses their bike-friendly certification.
- I have been collecting quotes for Luckiamute Clinic renovations. Given full schedule for February meeting, more information on the Clinic will be presented at Council's March 9th meeting.

Website

- The new website is inching closer and closer to completion. It will go live on February 1st, 2020. All people featured on the website will have to sign release forms, including councilors (only your picture, name, and term in office will be posted).

Land Use & Committee Handbooks

- Handbooks are on track for drafts in Spring/early Summer 2020.

Thank you for your continued support.

Respectfully Submitted,

William Sullivan

William Sullivan

Community Development & Outreach Coordinator
Falls City, OR



CITY MANAGER'S REPORT JANUARY 20, 20202

CITY MANAGER'S
OFFICE

Dear Reader,

The City and Community continue to progress in a very positive direction. Below is a listing of just a few city projects and some highlights to date!

CDBG Wastewater

- I. All easement acquisition letters are out and the City is in the process of negotiating the necessary purchase options with easement owners.
 - a. City Manager Corthell and Mayor Gordon attended the School Board meeting on 1/16/20 to pursue donation of the pipeline easement that will ultimately move the drain field off the HS football field and over to the new lagoons!
 - b. The "one stop" request to determine possible funding sources for the construction of the lagoons has been submitted and the meeting is expected to take place in February or early March.
 - c. There have not been any major environmental or engineering hurdles to date. Hopefully that remains the case.

CDBG Housing

- I. The \$400,000 grant for this program was awarded.
 - a. Polk CDC manages and administers this program and there are currently 30 Falls City families on the wait list for funds.
 - b. Final documents have been signed and submitted!

AFG Self-Contained Breathing Apparatus

- I. The first purchases of SCBA's has been made, delivery is expected in the near future.
 - a. The cost of the SCBA's was less than anticipated and the remainder has been permitted for use on a cart to charge the new bottles. This will be a huge benefit and cost saver for maintaining this new gear!

Weyerhaeuser Fire Grant

- I. The city was awarded a \$10k grant from Weyerhaeuser to help offset the cost of Engine 123. This will allow fire to breath a bit easier on funding for the year and still fully and appropriately outfit the new rig.

New Hire!

- I. The city has welcomed Athena Warren to our staff as part-time utility biller. Athena is a native of Yamhill County and resides in Dallas with her husband and children. She has experience as a biller with the Oregon Contractor's Board, amongst other things, and stood head and shoulders above the other qualified applicants. Her regular schedule will be M, Tu, Th, F from 9am -1pm if you'd like to come say hi.

WOU Social Media Partnership

- I. The City, in conjunction with Professor Schowalter's Social Media class, has begun an initiative to create a social media plan, enhance the effectiveness of our social media platforms, and enlist the assistance of WOU students in management of the city's social media platforms (under the supervision of the City Manager of course).
 - a. The class will be a massive benefit in both effectiveness of community outreach, and mitigation of administrative expenses, as well as promoting a strong partnership with Western Oregon University.

Honorable Mention

- I. OCF Community Grant - Signage
- II. IOF Grant & Timberland Partnership
- III. Currently 13 grants in receipt and management...