



Falls City Oregon City Council Meeting

Monday, August 5, 2024 at 6:00 pm

Meeting Location

320 N Main St • Falls City, OR 97344

How to Attend and/or Participate

1. In Person: 320 N Main St. Falls City, OR 97344
2. Call-in: a. 1-253-215-8782 b. Meeting ID: 878 7406 4319
You will be muted but may “raise your hand” to indicate you wish to comment.
3. Web Application: Zoom Webinar <https://us06web.zoom.us/j/87874064319>
You will be muted but may “raise your hand” to indicate you wish to comment during Public Comments.
4. 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.

1. CALL TO ORDER & ROLL CALL

Mayor TJ Bailey, Council President Houghtaling, Councilor Nick Backus, Councilor Martha Jirovec, Councilor Tony Meier, Councilor Dennis Sickles, Councilor Lori Jean Sickles

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS, APPOINTMENTS, APPRECIATIONS, & PROCLAMATIONS

4. 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.

Please limit your commentary to 3 minutes or less.

5. PRESENTATION

a. Insurance Archaeology for Environmental Property Cleanup

Attachments:

- **Report** (Restorical_Research.pdf)

b. Polk County Sheriff

6. CONSENT AGENDA

a. July 1, 2024 Minutes

Attachments:

- **Minutes** (2024.07.01_Council_Minutes.pdf)
- **Polk CDC Pro & Con List** (Polk_CDC_Pro___Con.pdf)

b. Park & Rec Committee Application

Attachments:

- **Application** (William_Cleek_Park_Comm_App.pdf)

c. Street Closure - PRIDE

Attachments:

- **Street Closure** (Street_Closure_-_PRIDE.pdf)

d. Street Closure - Back 2 School Bash

Attachments:

- **Street Closure** (Street_Closure_-_Back_2_School_Bash.pdf)

7. REPORTS OR COMMENTS FROM MAYOR AND COUNCIL MEMBERS

a. Mayor's Report

b. Polk CDC Discussion

Attachments:

- **Report** (Falls_City_Council_Meeting_8-05-2024_Polk_CDC.pdf)

c. Councilor Comments

d. Park & Rec Committee Report

Attachments:

- **Minutes** (Parks_Minutes.pdf)

e. Historic Landmark Committee Report

Attachments:

- **Minutes** (HLC_Minutes.pdf)

8. REPORTS FROM CITY MANAGER & STAFF

a. Falls City Public Works Report

Attachments:

- **Report** (PW_Report.pdf)

b. Code Enforcement Report

Attachments:

- **Report** (Code_Service_Report_June_2024.pdf)

c. City Manager's Report

Attachments:

- **Report** (2024.08.05_Monthly_Manager_s_Report.pdf)

d. Infrastructure Funding Presentation

9. GOOD OF THE ORDER

10. ADJOURN

Posted for Public at the City Hall Bulletin Board, Community Center, Falls City Website, Frink's General Store, Falls City Market, LCB Bulletin Board, Post Office, and City Facebook page

Contact: Jeremy Teal, City Recorder (jteal@fallscityoregon.gov 503.787.3631) | Agenda published on 08/01/2024 at 2:35 PM



HOW WE HELP

What is Insurance Archeology?

As insurance archeologists, we specialize in transforming old and often overlooked insurance policies into financial assets for our clients to cover the cost of unanticipated environmental liabilities. What makes Restorical different is our policyholder-focused approach. We work exclusively with policyholders—not insurance carriers – who discover environmental contamination on their property by uncovering historical insurance policies to fund the necessary cleanup.

After uncovering these “hidden assets,” we’ll help you devise strategies, collaborate with your legal and environmental consultants, manage your claim, and support the project to its conclusion, be it a cleanup, settlement, or redevelopment.

FALLS CITY CITY COUNCIL		MONDAY, JULY 1, 2024
The Falls City City Council met in regular session on Monday, July 1, 2024 at 6:01 p.m. in the Community Center located at 320 N. Main Street		
Council Members Present: Council President Amy Houghtaling, Councilor Nick Backus, Councilor Martha Jirovec, Councilor Tony Meier, Councilor Dennis Sickles and Councilor Lori Jean Sickles		
Staff Present: City Manager AJ Foscoli, City Recorder Jeremy Teal		
AGENDA		ACTION
Announcements, Appointments, Appreciations & Proclamations a) Fire Chief Appreciation		<p>Mayor Bailey read a brief statement thanking Bob Young for his 42 years of service as Fire Chief for the City of Falls City.</p> <p>Councilor D Sickles stated that Chief Young had always represented Falls City well with the other agencies.</p>
Public Comment		<p>Mayor Bailey opened the public comments at 6:08 p.m.</p> <p>Boyd Lamprecht stated he had been waiting months for his letter from City for his road. Mr. Foscoli noted that Polk County asked to make sure you had acquired your easement with Weyerhauser due to the fact that your road crosses their property. Mr. Lamprecht noted that Weyerhauser didn't have anything to do with it.</p> <p>Mayor Bailey asked if he could meet with Mr. Lamprecht, and he could show him the layout tomorrow. Mr. Lamprecht stated he absolutely would. He mentioned the letter he wanted should state that the driveway would be put back when the project was done, and it would be put in one way or another with no permits.</p> <p>David Drake stated he had measured the mill lot and Republic Services used 170 feet of space and with a few adjustments the City could continue to have the clean-up day. Mayor Bailey thanked Mr. Drake for his diligent work.</p> <p>Mayor Bailey closed the public comments at 6:15 p.m.</p>

<p>Consent Agenda</p> <ul style="list-style-type: none"> a) June 3, 2024 Minutes b) June 24, 2024 Minutes 	<p>It was moved by Councilor Meier to approve the Consent Agenda as presented. The motion was duly seconded by Councilor Backus and CARRIED with a vote of 6-0 with Councilors Backus, Jirovec, Meier, D sickles, LJ Sickles and Council President Houghtaling voting YES.</p>
<p>Reports or Comments from Mayor and Council Members</p> <ul style="list-style-type: none"> a) Mayor’s Report b) Councilor Comments c) Park & Rec Committee d) Historic Landmark Committee 	<p>Mayor Bailey reported the Falls City Summer Celebration would be July 6th. He noted there would be a Parade, vendors, music and fun and that volunteers were always needed.</p> <p>There were no comments.</p> <p>Mayor Bailey noted that someone had weed whacked around the sign and he had planned on sanding and repainting the welcome sign.</p> <p>Council President Houghtaling noted the oral history project was in process and the committee was looking for older residents for preservation. videos around historic landmarks.</p> <p>Councilor Jirovec asked about contacting the committee for setup times. Council President Houghtaling advised to contact City Hall with the information and the committee would reach out.</p>
<p>Reports from City Manager & Staff</p> <ul style="list-style-type: none"> a) Fire Report b) Sheriff Report c) City Manager’s Report 	<p>There were no comments.</p> <p>There were no comments.</p> <p>Mr. Foscoli gave his report regarding the wastewater treatment plant, Community Resource Center project open on August 15, the Republic Services Clean-up Day location, the RARE applicants, and code enforcement.</p> <p>Council President Houghtaling stated the project was waiting on Pacific Power. Mr. Teal stated he received the Right of Way permit today from Pacific Power. He noted it usually took a week to a week and a half to finish after receiving the permit.</p> <p>Councilor Jirovec suggested leaving the rocks, so people won’t drive through the fence.</p>

<p>d) Code Enforcement Report</p>	<p>Stefani Burchfield introduced herself and Mr. Foscoli stated she had been doing a great job so far.</p>
<p>Good of the Order</p>	<p>Councilor Jirovec stated she would get a survey out by August for community events in LCB for the fall. She noted the Resilience grant was way laid due to 700 applicants and the City would hopefully hear some results in the next few weeks.</p> <p>Council President Houghtaling presented a pros and cons list regarding the defederalized money with Polk CDC. The document will be included in these minutes for the record.</p> <p>Councilor D Sickles recalled that the discussion left a lot of unanswered questions regarding the pool of money that would encompass a larger area, but City didn't have the credentials to make loans.</p> <p>Council President Houghtaling stated the City could take control of it from Polk CDC and then the City would be in charge of all 50 outstanding loans plus the 10 in default. She noted other cities have already given their money back to Polk CDC, as well as Polk County. She suggested putting the discussion on the August agenda.</p> <p>Councilor Jirovec asked if the money was returned and if the City needed help with a project could the City get some needed help. Council President Houghtaling stated that once Polk CDC was FDIC they could help with a project, possibly even forgiving our loan and getting the Sheldon property shovel ready.</p> <p>Councilor D Sickles stated the discussion should be on the August Agenda and could the Council recommend giving it back. Council President Houghtaling noted that yes especially since the City isn't doing anything with it.</p> <p>Mayor Bailey suggested inviting Rita Grady to the August council meeting. Council President Houghtaling noted she would invite her.</p>

Adjourn	There being no further business the meeting was adjourned at 6:43 p.m.
Read and approved this ____ day of _____ 2024. Mayor: _____ ATTEST: City Recorder: _____	

TRANSFER OF OWNERSHIP OF FALLS CITY REVOLVING LOAN FUND AND LOAN PORTFOLIO TO POLK CDC:

PROS:

1. Polk CDC plans to apply for CDFI Certification will bring in more funding for affordable home improvement loans.
2. CDFI certification and additional CDFI funding will expand the use of funding for homeownership, business startups and expansion.
3. The more funds owned and managed by Polk CDC, the stronger candidate it is for certification as a CDFI (Community Development Finance Intuition).
4. By transferring ownership of the FC Revolving Fund to Polk CDC, City will join other PC Communities who have done the same to increase the leverage for even more funds available to Falls City residents.
5. Ownership of the FC Rev Fund could also allow Polk CDC to release restrictions on its use and allow use of some of these funds for predevelopment activities (which would be reimbursed by development funding) to prepare the Sheldon Street site for affordable housing development.
6. Forgiveness of City loan against FC Rev Fund (current balance of \$36,889.18 which will result in no longer having to pay an annual payment of \$2,518.63. The last payment is due 5/01/2040.

CONS:

1. Use of the fund is currently on hold as directed by the City's past Administrator so no home improvement loans are being made in Falls City with this fund.
2. Even if the hold was lifted, there is less housing home improvement and rehab activity in Falls City due to limited and shortage of funds.
3. City will continue to make annual payments on outstanding loan used by City to purchase land by River.
4. City will miss opportunity to have its fund leverage a considerable increase in funding to be used in Falls City.
5. By managing funds owned by others, Polk CDC less competitive in CDFI certification process.



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

Instructions: Fill out both sides of form and submit to City Hall.

Contact Information

Name:	William Cleek
Street Address:	455 Alder st
Mailing Address:	
City/State/Zip Code:	Falls City 97344
Home Phone:	(916) 335-7869
Work Phone:	
E-Mail Address:	thatcartech@gmail.com

Background

Years of Residence in Falls City:	
Place of Employment:	Nissan
Occupation:	Diagnostic Validation, Warranty Fraud
Educational Background:	Automotive Tech school
Prior Civic Activities:	

Committees of Interest

Please check all of the following Committees that interest you:

- Budget Review Committee
- Parks and Recreation Committee
- Public Works Committee
- Historic Landmark Commission
- Planning Commission

*Please continue to reverse side of form for completion.

Special Skills or Qualifications

Summarize any special training, skills or experience you may have pertinent to the Committees to which you are applying.

I was going up the river cleaning garbage up at the swim areas.

Regularly go to parks/day use areas and end up cleaning/helping fix area.

Motivation

Discuss your motivation for serving on this Committee.

To aid in preserving areas and events for the public use.

Special Notice

Please be advised that members of the City Council and Planning Commission are required to file an annual Statement of Economic Interest with the State of Oregon.

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if, I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)

William Cleet

Signature

William Cleet

Date

7-18-24

Thank you for completing this application form and for your interest in volunteering with us.



STREET CLOSURE REQUEST FORM

FALLS CITY MUNICIPAL CODE

Sections 91.02 and 91.03 of the Falls City Municipal Code govern street closures. City Council approval is required for all street closures not part of an emergency response, public works, or utility job.

Requirements:

1. Provide this form to City Hall for review no later than one week prior to the regular City Council Meeting preceding your requested closure.
2. Provide a non-refundable fee of \$25 per day the street will be closed.
3. Provide a certificate of liability insurance in an amount to be determined based on the nature of your event, but typically not less than \$1 million per occurrence, and \$2 million aggregate. The certificate of liability MUST name the City of Falls City as an additional insured.
4. Agree to maintain a clear passage for emergency vehicles.
5. Provide adequate sanitation facilities and evidence thereof to the city.

BASIC INFORMATION

Applicant Name: Falls City Thrives

Applicant Address: P.O. Box 174

Applicant Phone: (503) 437-4799

Date(s) of Requested Closure: 8/17/24

Reason for Closure & Activity to be Conducted: Falls City Pride

Description of the street area to be closed: N. Main St. between the Mitchell/Bridge St intersection & Third St.

Third St will be blocked off on each side of Main St.

Request Closure Starting: 12:00 AM/PM: PM Ending: 11:00 AM/PM: PM

REPRESENTATIONS BY APPLICANT

AA Initials: It is my responsibility to ensure emergency vehicles have a clear passage and immediate access to and through the area approved for street closure.

AA Initials: It is my responsibility, and I agree to place and remove sufficient barricades and signs to ensure the safety of the area approved for street closure and all those within it.

The barricades I will use to block the street are described as follows: cones, caution tape & barricades

AA Initials: I understand that if I require assistance to barricade or remove barricades to the streets, I will be charged for that service and agree to pay the costs enumerated in the City Fee Schedule.

AA Initials: I understand that it is my responsibility to ensure the area approved for closure is free of all tangible materials that were not there prior to the closure (i.e. clean up after yourself).

By signing below, I agree to abide by all provisions of the Falls City Municipal Code and this application. I further agree to hold harmless and indemnify the City of Falls City, its Officers, Agents, and Assigns for any and all liability associated with the street closure herein and the event for which it was sought.

Applicant Signature [Signature] Date 7/17/29

INTERNAL USE ONLY

\$25/day Fee- Cash Check ; Date _____; Amount _____; Receipt # _____; Received by _____.

Fire Review

[Signature] Initial: I have reviewed the request and DO have concerns DO NOT have concerns.
Concern _____

Public Works Review

[Signature] Initial: I have reviewed the request and DO have concerns DO NOT have concerns.
Concern _____

City Manager Review

[Signature] Initial: I have reviewed the request and DO have concerns DO NOT have concerns.
Concern Please attach a site map

City Council:

Vote Tally- Ayes _____ Nays _____ Abstain _____

Approved Yes No (approval effective on date of signature by Presiding Official)

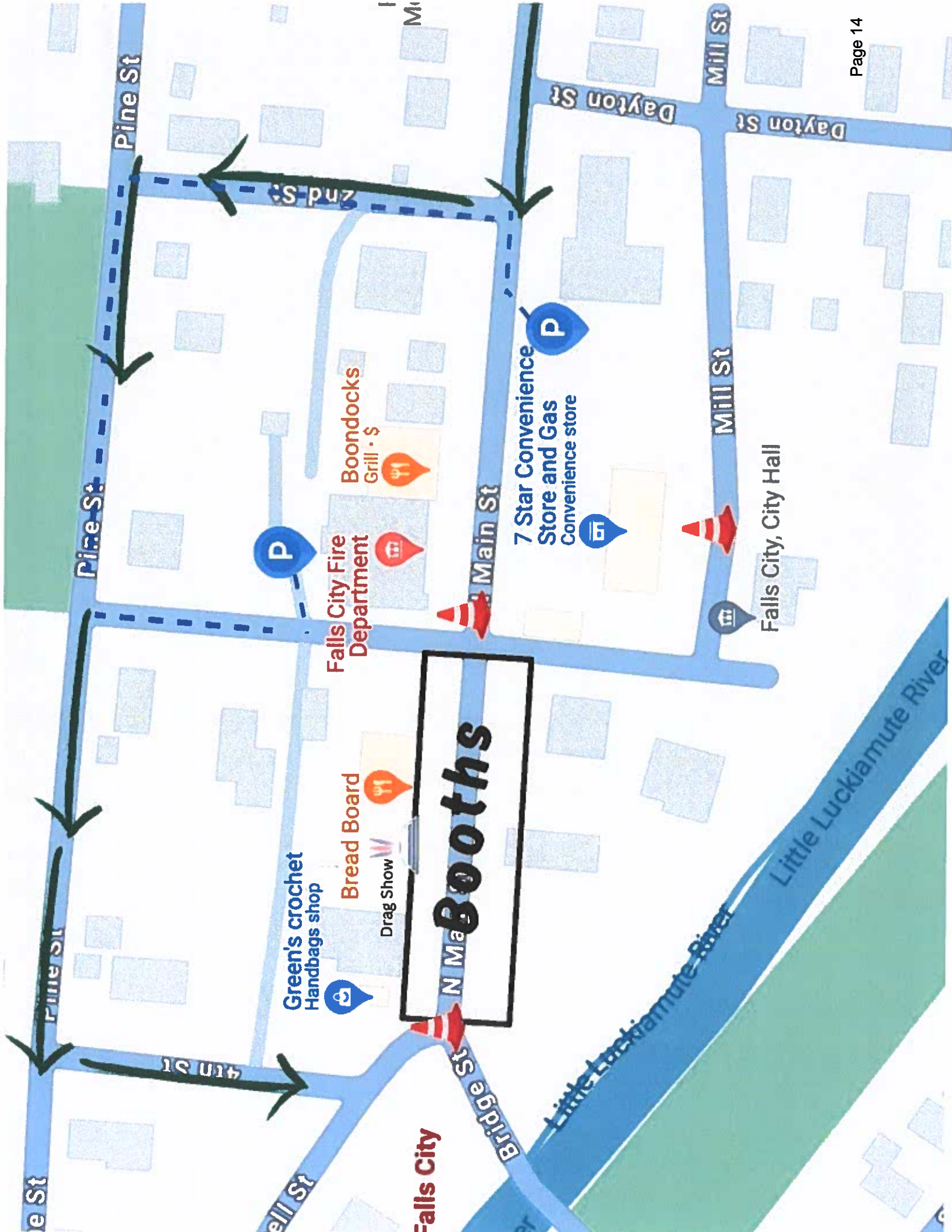
Signature of Presiding Official _____ Date _____

City Staff:

Notification of Approval

- Falls City Fire
- Public Works
- City Manager
- Sheriff's Office
- Willamette Valley Communications (dispatch)

Name of Staff Completing Notifications _____ Date _____





STREET CLOSURE REQUEST FORM

FALLS CITY MUNICIPAL CODE

Sections 91.02 and 91.03 of the Falls City Municipal Code govern street closures. City Council approval is required for all street closures not part of an emergency response, public works, or utility job.

Requirements:

1. Provide this form to City Hall for review no later than one week prior to the regular City Council Meeting preceding your requested closure.
2. Provide a non-refundable fee of \$25 per day the street will be closed.
3. Provide a certificate of liability insurance in an amount to be determined based on the nature of your event, but typically not less than \$1 million per occurrence, and \$2 million aggregate. The certificate of liability MUST name the City of Falls City as an additional insured.
4. Agree to maintain a clear passage for emergency vehicles.
5. Provide adequate sanitation facilities and evidence thereof to the city.

BASIC INFORMATION

Applicant Name: Amy Houghtaling

Applicant Address: 137 Carey Ct Falls City OR

Applicant Phone: (503) 437-4799

Date(s) of Requested Closure: 8/25/24

Reason for Closure & Activity to be Conducted: Back to School Bash

Description of the street area to be closed: N. Main between Dayton^{& 2nd} to the gas station

Request Closure Starting: 3:30 AM/PM 7:00 AM/PM

REPRESENTATIONS BY APPLICANT

AA Initials: It is my responsibility to ensure emergency vehicles have a clear passage and immediate access to and through the area approved for street closure.

AA Initials: It is my responsibility, and I agree to place and remove sufficient barricades and signs to ensure the safety of the area approved for street closure and all those within it.

The barricades I will use to block the street are described as follows: cones and caution tape

AK Initials: I understand that if I require assistance to barricade or remove barricades to the streets, I will be charged for that service and agree to pay the costs enumerated in the City Fee Schedule.

AK Initials: I understand that it is my responsibility to ensure the area approved for closure is free of all tangible materials that were not there prior to the closure (i.e. clean up after yourself).

By signing below, I agree to abide by all provisions of the Falls City Municipal Code and this application. I further agree to hold harmless and indemnify the City of Falls City, its Officers, Agents, and Assigns for any and all liability associated with the street closure herein and the event for which it was sought.

Applicant Signature [Signature] Date 7/17/24

INTERNAL USE ONLY

\$25/day Fee- Cash Check ; Date _____; Amount _____; Receipt # _____; Received by _____.

Fire Review

[Signature] Initial: I have reviewed the request and DO have concerns DO NOT have concerns.
Concern _____

Public Works Review

[Signature] Initial: I have reviewed the request and DO have concerns DO NOT have concerns.
Concern _____

City Manager Review

[Signature] Initial: I have reviewed the request and DO have concerns DO NOT have concerns.
Concern _____

City Council:

Vote Tally- Ayes _____ Nays _____ Abstain _____

Approved Yes No (approval effective on date of signature by Presiding Official)

Signature of Presiding Official _____ Date _____

City Staff:

Notification of Approval

- Falls City Fire
- Public Works
- City Manager
- Sheriff's Office
- Willamette Valley Communications (dispatch)

Name of Staff Completing Notifications _____ Date _____

Falls City Council Meeting 8/05/2024

Polk Community Development Corporation is requesting the council to consider granting Falls City Revolving Funds that Polk CDC been the steward of and helped build to Polk CDC. This activity will contribute to being a stronger candidate when applying for CDFI Community Development Finance Institution certification.

With a CDFI certification Polk CDC would have the potential to expand its loan program from home rehabilitation (improvement) loans to preconstruction, construction and permanent financing to eligible borrowers which would include individual homeowners, non-profits, semi-public or public entities. There would be the possibilities of business loans as well.

Polk CDC currently services 8 open loans with the balance of \$223,740 in the Falls City Revolving Fund. Since 1989, Polk CDC has administered to Falls City households, 50 grants, and 77 loans (paid in full).

Here for your consideration the pros and cons of honoring the request.

PROS:

- Polk CDC plans to apply for CDFI Certification, this will bring in more funding for affordable home improvement loans.
- CDFI certification and additional CDFI funding will expand the use of funding for homeownership, business startups and expansion.
- The more funds owned and managed by Polk CDC, the stronger candidate it is for certification as a CDFI (Community Development Finance Intuition).
- By transferring ownership of the FC Revolving Fund to Polk CDC, City will join other PC Communities who have done the same to increase the leverage for even more funds available to Falls City residents.
- Ownership of the FC Rev Fund could also allow Polk CDC to release restrictions on its use and allow use some of these funds for predevelopment activities (which would be reimbursed by development funding) to prepare the Sheldon Street site for affordable housing development.
- Forgiveness of City loan against FC Rev Fund (current balance of \$36,889.18 which will result in no longer having to pay an annual payment of \$2,518.63. The last payment is due 5/01/2040.
- Revolving loan can be used for predevelopment expenses of affordable housing development in Falls City then replenished with state funding.

CONS:

- Use of the fund is currently on hold as directed by the City's past Administrator so no home improvement loans are being made in Falls City with this fund.
- Even if the hold was lifted, there is less housing home improvement and rehab activity in Falls City due to limited and shortage of funds.

- City will continue to make annual payments on outstanding loan used by City to purchase land by River.

CONS continued:

- City will miss opportunity to have its fund leverage a considerable increase in funding to be used in Falls City.
- By managing funds owned by others, Polk CDC less competitive in CDFI certification process.
- Costly expenses in servicing existing loans to term such as software that would need to be purchased along with salary dollars dedicated to maintaining federal & state compliance of servicing mortgage loans.

We are excited at the opportunity to bring more financial options, not only to Falls City but to all rural Polk County because together we are stronger, together we have more choices and together we prosper.

I counted up the Grants in all cities as you can see Polk CDC understands the need in Falls City and has been focusing on grants and not loans. The loan count is low, the grant count is considerably higher for Falls City residents.

Independence 23

Monmouth 27

Falls City 50

Dallas 82

Respectfully submitted for your consideration.

Polk Community Development Corporation

Falls City Parks and Recreation Meeting Minutes, July 17, 2024

1. Call to Order at the Community Center

Dani called the meeting to order at 6:00 PM. In attendance were Lori Jean Sickles, Laura Britton, Chris Martin, Dennis Sickles, Dani Haviland and TJ Bailey. Will Cleek attended as a citizen who is interested in joining the Parks and Rec committee.

2. Pledge of Allegiance

3. Motion to Adopt the Entire Agenda

Lori Sickles made a motion to adopt the agenda. Laura Britton seconded. Passed unanimously.

4. Consent Agenda - Motion Action Approving Consent Agenda Items a. April 17, 2024 Minutes

Motion to accept minutes by Dennis Sickles and seconded by Laura Britton. Passed unanimously.

5. Public Comments: None

6. Old Business

Skate Park:

TJ gave a presentation. It was brought up that there were lots of extra fees in the American Ramp Company's literature that Chris Martin, P&R member who is also a contractor, said should have been included in their bid, not as a separate line item. Chris Martin, TJ, and Dani Haviland (also on the Thrives board) will look over it. TJ will also speak with other contractors and the FC Skatepark Committee. This is a privately funded project (Thrives) and does not use P&R funding.

New Business:

Summer Celebration: Rescheduling

Laura suggested August 24 since it didn't interfere with any other events. She will contact the Falls City Car Club to see if they want to conduct the parade. If so, it was suggested that the classic cars in the parade be allowed to park in a cordoned off area next to City Hall. Summer Celebration attendees could get a better look at the vehicles but they would have to park elsewhere. The parade will start at 4PM with the Summer Celebration at the Lower Park following right afterward.

7. Correspondence, Comments and Ex-Officio Reports **None**

8. Committee Announcements: **None**

9. Adjourn at **6:38PM**

City of Falls City
Historic Landmark Commission
Monday July 18, 2024 at 5:00 pm
Meeting Location: 320 N Main Street Falls City

Commission Members Present

Amy Houghtaling, Paul King, Nick Backus, Mike McConnell, Guy Mack. Members absent Natascha Adams. Commission was joined by Josh Wagner, communications/Project Leader and Diane Beals, documentary photographer.

1) Roll Call

Chair Houghtaling called the meeting to order at 5:02 PM, took roll call.

2) Pledge of Allegiance

Chair Houghtaling led the Commission in the Pledge of Allegiance.

3) Motion to Adopt the entire Agenda

Member Backus moved and member Mack seconded **to adopt the Entire Agenda**. Motion passed 5-0-0 Ayes. Amy Houghtaling, Paul King, Nick Backus, Mike McConnell, Guy Mack.

4) Consent Agenda Motion

Member King moved and member Mack seconded **to approve minutes for 06/24/24 with the removal all references to video and videography**. Motion passed 5-0-0 Ayes. Amy Houghtaling, Paul King, Nick Backus, Mike McConnell, Guy Mack.

5) Public Comment - None

6) Old Business

a. Oral History Project

Josh Wagner, Project Coordinator/Interviewer/Editor informed the Commission about his first interview with Bill Gilbert. It was informative and wide ranging. Members Backus and Mack will listen to the audio recording and correct the AI generated transcript.

Member Backus volunteered to prepare a Notice of the Historic Landmarks Commission Oral History Project and to have it placed in the next Utility Billing Newsletter.

Chair Houghtaling and members McConnell, King and Mack will endeavor to contact more potential interviewees.

Chair Houghtaling will coordinate with Diane Beals and Bill Gilbert to arrange a time for a still photography session.

7) New Business - None

8) Correspondence, Comments and Ex-Officio Report

9) Committee Announcements

Next meeting will be August 22, 2024 in the Community Center at 5:00 pm.

9) Adjourn

Member Mack moved and Member Backus seconded **we adjourn**. Motion carried 5-0-0 Ayes. Amy Houghtaling, Paul King, Nick Backus, Mike McConnell Guy Mack. Meeting adjourned at 5:57 pm.

_____ Historic Landmark Commissioner Chair Houghtaling

Attested: _____ Historic Landmark Committee Member

Potential Interviewees/Contact person

Paulette Carey - Amy
Michael Cox - Guy

Philip Ames - Mike
Kenny (Ken) Graham - Mike
Jim Krummel - Guy
Bruce/Keith/Jim Ferguson - Guy
Karen/Steve/Tom Gilmore - Guy
Mary/Ramona Frink
Shirley McBeth - Guy
George/Mike Roberts
Alan Wade
Jack/Mary Kidd - Mike
Doug Inman
Milli Woolers (?) - Guy

Nancy Hibbs - Guy
Michael/Joey(?) McAllister - Mike
Bill Gilbert - Amy
Philip Jones - Paul

Lois Grippin - Guy
Rick/Steve Ferguson - Guy
Bill Diehm - Mike
John/Cheryl Barton - Guy
Bonnie Overhauser (?)
Dennis/Lori/etc.. Sickles
Don Poe - Mike
Julie Sutherland
Brian Dowell
Darrell/Roger Melious (?)

There are many more I could name but I am limiting this now and we can add ,more later..



City of Falls City

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

Public Works Report July of 2024.

Administration

Normal operations.

Water Division

Olsen LLC started replacing the old meters on the 29th.

Sewer Division

The sewer plant project is ongoing.

Streets Division

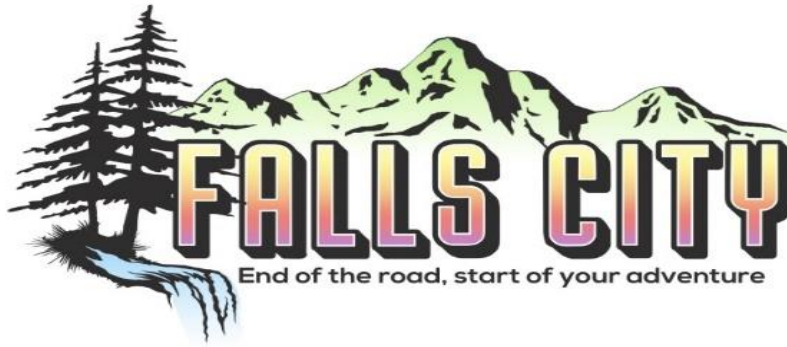
Normal operations.

Parks & Cemeteries Division

Normal operations.

Non-Sewer Wastewater Division (TMDL)

Jon Creekmore attended a training on the 18th.



Code Service Report July 2024

Moore, 169 Ellis St.

- Two week agreed upon timeline has come and gone. Minimal progress has been made on clean-up
- On July 29 contact was made with Mr. Moore by Stefani via telephone. Mr. Moore stated that is actively working on clean up. We spoke about moving things further off the roadway to allow safer space for children to walk by, especially when school is in session.
- We will continue to monitor

Hibbs/Rancore, 171 Ellis St.

- Contact and communication with the family has been easy, with no problems. They are just waiting on things to get started as far as the clean up. I was told that trees on the property had been taken down at the end of July.
- Bob Young reached out to let me know that the property is still on target to be cleaned up before weather makes it impossible.
- We will continue to monitor

Miller/Mckibben 171 Dayton St

- There is a lot of back and forth between Mr. Miller and Mr. McKibben.
- I have been able to easily contact Mr. McKibben, but have had no contact from Mr. Miller.
- Mr. McKibben was asked on July 29th to move the vehicle on Dayton that is impeding the neighbors driveway. He said it didn't belong to him but he will make sure it gets moved. I will tag the vehicle for tow on Friday the 2nd if it isn't moved by then.

Merri Goodman/ storage units

- We received numerous complaints about Ms. Goodman's camp/garage sale at the storage units on S. Main.
- On Thursday July 25, I contacted Irvin and Cynthia Bathke regarding Ms. Goodman camping on the property.
- Mr. And Mrs. Bathke met with me to talk to Mr. Goodman who was very agitated and non-compliant.
- It was decided that the best course of action was to have Polk Co. Sheriffs office serve her with a trespass.
- Ms. Goodman moved from the storage unit property to directly across the street onto city right of way.
- Ms. Goodman was harassing neighbors and Polk Co. Sheriffs office was contacted by concerned citizens.
- Polk Co. Reached out to me on July 29th and I met with them on S. Main where Ms. Goodman was now camped out. They tagged both her van and trailer to be towed in 24hrs if not moved off city right of way. Polk Co. Sheriff also offered information for many resources that may be available to Ms. Goodman
- On July 30 Ms Goodman was found to have moved from one city property location to another just down the street.
- Polk County sheriff was once again contacted and they once again made contact on the afternoon of July 30th to have Ms. Goodman move off City property.
- Ms. Goodman was no longer in that location when checked on July 31
-

Chamberlain@ Central Blvd

- Neighbor has contacted us regarding a trailer “stuck” on the corner of Chamberlain and Central Blvd.
- I was unable to locate at first.
- Neighbor made contact again because stuck trailer has now become a camp.
- Was able to locate up checking again.
- Made contact with occupants and determined that I will need assistance from Polk Co. To make further contact.

DMV Report

- DMV system is up and running. I am now able to run plates and VINs to verify owners of vehicles.
- I have contacted towing services and found a couple willing to tow tagged vehicles.
- The black Durango on the corner of Mill and Dayton has been tagged for tow on the 5th of August.
- If the tow on August 5 works out, i have a handful of others to tag for tow as well.



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

City Manager's Report August 5, 2024

Introduction

July has seen a lot of construction activity in the city, and at various meetings I was reminded of just how much change has been happening in a relatively short amount of time. Though COVID had a hugely negative impact on everyone's personal lives, its negative impact on business was even greater. We are now finally seeing numbers closer to what we were all used to when it comes to economic activity and vitality, and if not for higher than hoped for inflation, things would be great. The city is committed to continue to work within its budget to improve the lives of all Falls City residents, and the upcoming projects in town should go a long way to doing that.

Wastewater Project – The regular meetings with Strider Construction and our contract engineers are now on a tri-weekly schedule as work is going full steam at the lagoon site, and now within city limits. Most of the subcontractors are working 10-hour days in order to make sure that all of the necessary work on the lagoons will be done this summer, in order to have the “ponds” ready for leakage testing by the fall. According to the latest work schedule, construction at the school campus for the new pump station will begin the middle of August. The HDPE (High-Density Polyethylene Pipe) pipeline installation along Falls City Highway, is underway, though not as smoothly as hoped. Hydrostatic pressure in the underground borings has “pushed up” the asphalt on N. Main Street. The sub-contractor is working on fixing this, (digging, recompacting and resurfacing) as they progress toward the lagoons. This work is leading to one-lane closures during the day (the road is open at night). As the drilling construction moves eastward, the impact to N. Main Street should last until the middle of August, but that could be extended if more “pressure pockets” develop along the way. As for the school district's ability to use the football field, though the weather has so far been cooperating, we don't currently foresee any issues with its use for practices. There are however peaking areas that may prevent actual games from occurring. Public Works is doing its absolute best to ensure games once the season arrives, but alternate arrangements should be made. Maintenance work is ongoing to ensure that the school district's athletic teams have the upper ballpark as a practice facility. Communication with school district staff is continuing on a weekly basis.

Community Resource Center Project – The city’s collaborative effort with several entities (Willamette Health Council, Polk County’s Family & Community Outreach, Falls City Thrives as well as several other resident volunteers) is well into the construction phase. The Falls City Resource Center’s building interior it is being worked on, as well as the security fence (posts are in the ground). We still expect the operation with service providers to begin by mid-summer (late August is the current best estimate), once all of the infrastructure and indoor remodeling has been finished.

RARE Application – Our TMDL contractor, in collaboration with the RARE program staff, and the participating cities of Falls City, Monmouth & Dallas have undertaken participant interviews and have chosen a candidate the municipal partners will be sharing. Next up on the RARE calendar is the orientation for the local supervisors to help the participant fulfill the scope of work that our TMDL contractor Elizabeth Sagmiller has laid out. After that, we will all prepare for the participant’s arrival in late August/early September. One way that the council can be involved in helping the RARE participant get settled would be to assist them in settling in Polk County, so if there are any reasonable living accommodations in Falls City, please don’t hesitate in sharing that information.

Code Enforcement – As the Budget Committee agreed to expand the Code Enforcement budget to accommodate the possibility of having a 25% FTE Polk County Sheriff’s Deputy allocated to Falls City, communication with the Sheriff is ongoing to ensure that this possibility becomes a reality. This development will allow city staff (with its dedicated part-time code enforcement officer) to follow up on code issues, including dangerous buildings and illegal trash fires. At this time, the Sheriff’s Office is outlining the contract between it and the forestry partners, to which the city of Falls City will join as a 25% partner. The schedule is to have a deputy in the field as of September 1.

Upper Park Restroom – Over the course of the past year, our Park Host (Public Works Worker Inman) has been working on improving the Upper Park restroom. Unfortunately, a lot of the improvement work that has gone into making the facilities cleaner and easier to use, have been for nothing as it has subsequently repeatedly vandalized. We estimate that in order to repair and put measures in place to ensure a reduction in the likelihood of future vandalism will cost the city up to \$10,000. We intend to use part of the remaining ARPA funds to tackle this expenditure, in order to have improved facilities at this vital public space.

Sincerely,



Clerk's Report

City Hall

- **Summer Celebration & Hot August Nights** will be Saturday, August 24th.
- **FREE Community Wildfire Awareness & Preparedness Class** will be Saturday, August 24th at Noon in the Community Center
- **Falls City Entrance Sign**
I have been in regular contact with Ben Martinez (a new resident in town we all worked with to get his home built with a setback exception) to discuss his intent to rebuild the Falls City sign at the entrance to town.

Below is a photographic example of what Ben would like to build for the city (his intention is to do it ALL pro bono).



Public Works

- **Smart Water Meters** are installed!

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.