

Notice of Public Meeting Notice of Council Meeting

AGENDA

CITY COUNCIL - CITY OF FALLS CITY, OREGON

Meeting Location: 320 N Main Street, Falls City

Thursday August 13, 2015 7:00 p.m.

Posted on August 7, 2015

- 1) **Call to Order**
A) Roll Call: Julee Bishop _____ Dennis Sickles _____ Lori Jean Sickles _____ Jennifer Drill _____
Tony Meier _____ Gerald Melin _____ Terry Ungricht, Mayor _____
- 2) **Pledge of Allegiance**
- 3) **Motion to Adopt the Entire Agenda**
- 4) **Consent Agenda: Motion Action Approving Consent Agenda Items**
A) Approval of the Bills pages 1-7
B) Approval of June 11, 2015 Council Meeting Minutes.....pages 8-12
C) Leak Adjustment Request, Carey..... Pages 13-14
D) Leak Adjustment Request, Weavill.....Pages 15-16
- 4) **Public Comments:** Citizens may address the Council or introduce items for Council consideration on any matters. Council may not be able to provide an immediate answer or response, but may direct staff to follow up on any questions raised. Out of respect to the Council and others in attendance, please limit your comment to five (5) minutes. Please state your name and city of residence for the record.
- 5) **New Business:**
A) Proclamations of appreciation for 3rd of July event..... pages 17-21
B) TMDL (Total Maximum Daily Load) report..... pages 22-29
C) Infrastructure financing class..... pages 30-32
D) BLM Falls City/BLM Cooperative Agreement..... pages 33-34
E) Code Enforcement..... pages 35-49
F) Leak Adjustment Request, Irving..... pages 50-51
- 6) **Correspondence, Comments, and Ex-Officio Reports**
A) Council Reports
B) Mayor Reports pages 52-56
 Fire Department Monthly Report, April, May, June, July.....pages 57-60
 Public Works Department Monthly Reportpages 61-62
 Library Monthly ReportDid not submit
- 7) **Council Announcements**
A)
B)
- 8) **Adjourn**

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.

City of Falls City
Paid Bills Report
As of July 28, 2015

<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Amount</u>
AllSafe Fire & Security				
07/28/2015	Invoice 30570	Accounts Payable		-268.30
07/28/2015	Invoice # 30570	Community Center M...	01 GENERAL FUND:01.0...	134.15
07/28/2015	Invoice # 30570	Building Maintenance/...	01 GENERAL FUND:01.0...	134.15
Total AllSafe Fire & Security				0.00
Bill Kalpakoff				
07/28/2015		Accounts Payable		-30.00
07/28/2015	7/20/2015	Maintenance Supplies	20 WATER OPERATING ...	30.00
Total Bill Kalpakoff				0.00
CenturyLink Business Services				
07/28/2015	1346452677	Accounts Payable		-4.00
07/28/2015	July	Telephone	01 GENERAL FUND:01.0...	3.63
07/28/2015	July	Telephone	20 WATER OPERATING ...	0.37
Total CenturyLink Business Services				0.00
CIS Trust				
07/28/2015		Accounts Payable		-4,250.27
07/28/2015	Workers Comp 1st Qtr	Worker's Comp Insur...	01 GENERAL FUND:01.0...	170.01
07/28/2015	Workers Comp 1st Qtr	Worker's Comp Insur...	01 GENERAL FUND:01.0...	127.51
07/28/2015	Workers Comp 1st Qtr	Worker's Comp Insur...	01 GENERAL FUND:01.0...	2,635.17
07/28/2015	Workers Comp 1st Qtr	Worker's Comp Insur...	11 STREET FUND	467.53
07/28/2015	Workers Comp 1st Qtr	Worker's Comp Insur...	13 SEWER FUND	297.52
07/28/2015	Workers Comp 1st Qtr	Worker's Comp Insur...	20 WATER OPERATING ...	510.03
07/28/2015	Workers Comp 1st Qtr	Liability Insurance	01 GENERAL FUND:01.0...	42.50
07/28/2015		Accounts Payable		-33,125.01
07/28/2015	Gen Liab Ins	Liability Insurance	01 GENERAL FUND:01.0...	641.94
07/28/2015	Gen Liab Ins	Liability Insurance	01 GENERAL FUND:01.0...	641.94
07/28/2015	Gen Liab Ins	Liability Insurance	01 GENERAL FUND:01.0...	1,925.83
07/28/2015	Gen Liab Ins	Liability Insurance	11 STREET FUND	1,283.89
07/28/2015	Gen Liab Ins	Liability Insurance	13 SEWER FUND	3,209.72
07/28/2015	Gen Liab Ins	Liability Insurance	20 WATER OPERATING ...	5,135.54
07/28/2015	Combined Auto	Vehicle Insurance	01 GENERAL FUND:01.0...	1,625.67
07/28/2015	Combined Auto	Vehicle Insurance	11 STREET FUND	812.83
07/28/2015	Combined Auto	Vehicle Insurance	13 SEWER FUND	406.42
07/28/2015	Combined Auto	Vehicle Insurance	20 WATER OPERATING ...	1,219.25
07/28/2015	Property Ins	Property Insurance	01 GENERAL FUND:01.0...	486.66
07/28/2015	Property Ins	Property Insurance	01 GENERAL FUND:01.0...	324.44
07/28/2015	Property Ins	Property Insurance	01 GENERAL FUND:01.0...	3,244.40
07/28/2015	Property Ins	Property Insurance	11 STREET FUND	1,622.20
07/28/2015	Property Ins	Property Insurance	13 SEWER FUND	4,055.50
07/28/2015	Property Ins	Property Insurance	20 WATER OPERATING ...	6,488.78
Total CIS Trust				0.00
City of Dallas				
07/28/2015	INV# 201506301323	Accounts Payable		-300.00
07/28/2015	Inv#201506301323	Professional Services	11 STREET FUND	300.00
Total City of Dallas				0.00

City of Falls City
Paid Bills Report
As of July 28, 2015

Date	Memo	Account	Class	Amount
Edge Analytical				
07/28/2015	15-14609	Accounts Payable		-120.00
07/28/2015	Lab Service 15-14609	Lab Analysis Services	13 SEWER FUND	120.00
Total Edge Analytical				0.00
Ferguson Waterworks				
07/28/2015	Account: 50936 Invoic...	Accounts Payable		-85.06
07/28/2015	INV: 0469488	Maintenance Supplies	20 WATER OPERATING ...	85.06
Total Ferguson Waterworks				0.00
H.D Fowler Company				
07/28/2015	Invoice: I3986504 & I3...	Accounts Payable		-700.11
07/28/2015	Inv: I3986504 & I39867...	Professional Services	13 SEWER FUND	700.11
Total H.D Fowler Company				0.00
John Deere Financial				
07/28/2015		Accounts Payable		-581.01
07/28/2015	Gator Repair	Equipment Maintenanc...	20 WATER OPERATING ...	581.01
Total John Deere Financial				0.00
League of Oregon Cities				
07/28/2015	Inv: 16641	Accounts Payable		-732.35
07/28/2015	FY 2015-2016 Member...	League of Oregon Citi...	01 GENERAL FUND:01.0...	732.35
Total League of Oregon Cities				0.00
Mid Willamette Valley COG				
07/28/2015	1415391	Accounts Payable		-1,386.00
07/28/2015	COG Land Use	Professional Services	01 GENERAL FUND:01.0...	1,386.00
Total Mid Willamette Valley COG				0.00
Nels Olsson				
07/28/2015		Accounts Payable		-355.60
07/28/2015		Miscellaneous Expen...	13 SEWER FUND	92.00
07/28/2015		Miscellaneous	20 WATER OPERATING ...	263.60
Total Nels Olsson				0.00
Petro Card				
07/28/2015	C958209	Accounts Payable		-265.65
07/28/2015	33%C958209	Vehicle Operation	11 STREET FUND	88.55
07/28/2015	33%C958209	Vehicle Operation	13 SEWER FUND	88.55
07/28/2015	33%C958209	Vehicle Operation	20 WATER OPERATING ...	88.55
Total Petro Card				0.00
Petty Cash'				
07/28/2015	Petty Cash	Accounts Payable		-61.61
07/28/2015	Petty Cash Request	Council Approved Pro...	01 GENERAL FUND:01.0...	61.61
Total Petty Cash'				0.00

City of Falls City
Paid Bills Report
As of July 28, 2015

<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Amount</u>
Pitney Bowes				
07/28/2015	Acct# 19659466866	Accounts Payable		-349.31
07/28/2015	July 35%	Postage & Freight	13 SEWER FUND	122.26
07/28/2015	July 50%	Postage & Freight	20 WATER OPERATING ...	174.66
07/28/2015	July 15%	Postage & Freight	01 GENERAL FUND:01.0...	52.39
Total Pitney Bowes				0.00
Royal Flush Portables, Inc				
07/28/2015	A-14271 14282 14299	Accounts Payable		-330.00
07/28/2015	INV: 14271 14282 14299	Water/Sewer/Cap Imp	01 GENERAL FUND:01.0...	330.00
Total Royal Flush Portables, Inc				0.00
Terry Ungricht				
07/28/2015	Reimbursement	Accounts Payable		-52.29
07/28/2015	Office Depot Reimburse	Office Supplies	01 GENERAL FUND:01.0...	52.29
Total Terry Ungricht				0.00
Xylem Water Solutions U.S.A., Inc.				
07/28/2015	3556848516	Accounts Payable		-8,489.00
07/28/2015	Replacement Pump	Wastewater Projects	19 CITY UTILITY RESER...	8,489.00
Total Xylem Water Solutions U.S.A., Inc.				0.00
TOTAL	51,365.57			0.00

City of Falls City
Paid Bills Report
As of July 18, 2015

Date	Memo	Account	Class	Amount
Blackburn Rocks				
07/18/2015	INV#: 082014	Accounts Payable		-148.00
07/18/2015	Sand for fireworks	3rd of July	01 GENERAL FUND:01.0...	148.00
Total Blackburn Rocks				0.00
Buhler & Meyer CPA's LLP				
07/18/2015		Accounts Payable		-598.40
07/18/2015	35% Admin	Professional Services	01 GENERAL FUND:01.0...	209.44
07/18/2015	5% Court	Professional Services	01 GENERAL FUND:01.0...	29.92
07/18/2015	10% Street	Professional Services	11 STREET FUND	59.84
07/18/2015	15% Sewer	Professional Services	13 SEWER FUND	89.76
07/18/2015	35% Water	Professional Services	20 WATER OPERATING ...	209.44
Total Buhler & Meyer CPA's LLP				0.00
Cascade Columbia Distribution Company				
07/18/2015		Accounts Payable		-1,172.80
07/18/2015	Inv #645564	Chlorine Supplies	20 WATER OPERATING ...	1,172.80
Total Cascade Columbia Distribution Company				0.00
CenturyLink				
07/18/2015	multiple phone bills	Accounts Payable		-419.33
07/18/2015	July	Telephone	01 GENERAL FUND:01.0...	182.89
07/18/2015	July	Telephone	20 WATER OPERATING ...	64.33
07/18/2015	July	Telephone	01 GENERAL FUND:01.0...	172.11
Total CenturyLink				0.00
City of Dallas				
07/18/2015	INV# 201506301322	Accounts Payable		-300.00
07/18/2015	Inv#201506301322	Professional Services	11 STREET FUND	300.00
Total City of Dallas				0.00
Consumers Power Inc				
07/18/2015	Account # 1155301	Accounts Payable		-141.52
07/18/2015	July Power	Power/Heat	20 WATER OPERATING ...	141.52
Total Consumers Power Inc				0.00
Dallas Auto Parts				
07/18/2015	INV# 239385 239486 2...	Accounts Payable		-202.57
07/18/2015	INV 239385 & 239486	Equipment Maintenanc...	11 STREET FUND	151.56
07/18/2015	INV 241945	Equipment Maintenanc...	20 WATER OPERATING ...	51.01
Total Dallas Auto Parts				0.00
Edge Analytical				
07/18/2015	15-13341 & 15-13383	Accounts Payable		-218.00
07/18/2015	Lab Service 15-13341	Lab Analysis Services	13 SEWER FUND	198.00
07/18/2015	Lab Service 15-13383	Lab Analysis Services	20 WATER OPERATING ...	20.00
Total Edge Analytical				0.00

City of Falls City
Paid Bills Report
 As of July 18, 2015

Date	Memo	Account	Class	Amount
Falls City Fire Association				
07/18/2015	June & July Donation	Accounts Payable		-1,833.32
X 07/18/2015	Donation to Falls City ...	Point System	01 GENERAL FUND:01.0...	1,833.32
Total Falls City Fire Association				0.00
General Rental Center of Dallas				
07/18/2015		Accounts Payable		-180.00
K 07/18/2015	Contract# 101150 & 10...	Equipment Rental	20 WATER OPERATING ...	180.00
Total General Rental Center of Dallas				0.00
L & L Equipment				
07/18/2015	0112705	Accounts Payable		-37.50
X 07/18/2015	Repair on Compactor	Vehicle Maintenance/...	11 STREET FUND	37.50
Total L & L Equipment				0.00
Mid Willamette Valley COG				
07/18/2015	1516013	Accounts Payable		-1,079.00
Y 07/18/2015	COG Annual Dues	Council of Governme...	01 GENERAL FUND:01.0...	1,079.00
Total Mid Willamette Valley COG				0.00
MINET				
07/18/2015	INV: 177	Accounts Payable		-701.85
X 07/18/2015	Dell Desktop PC 50%	Computer Hardware	01 GENERAL FUND:01.0...	350.92
07/18/2015	Dell Desktop PC 50%	Computer Hardware	20 WATER OPERATING ...	350.93
Total MINET				0.00
Moe A. Brown				
07/18/2015		Accounts Payable		-710.00
X 07/18/2015	Prosecution services	Attorney/Special Cou...	01 GENERAL FUND:01.0...	710.00
Total Moe A. Brown				0.00
Mountain Valley Monitoring				
07/18/2015	INV# 1235	Accounts Payable		-90.00
K 07/18/2015	Security Monitoring Jul...	Professional Services	01 GENERAL FUND:01.0...	45.00
07/18/2015	Security Monitoring Jul...	Professional Services	01 GENERAL FUND:01.0...	45.00
Total Mountain Valley Monitoring				0.00
Net Assets Corporation				
07/18/2015	66-201506	Accounts Payable		-1.00
X 07/18/2015	50% Lien service -66-2...	Professional Services	13 SEWER FUND	0.50
07/18/2015	50% Lien service -66-2...	Professional Services	20 WATER OPERATING ...	0.50
Total Net Assets Corporation				0.00

City of Falls City
Paid Bills Report
As of July 18, 2015

Date	Memo	Account	Class	Amount
Pacific Power				
07/18/2015	multiple accounts	Accounts Payable		-1,430.35
07/18/2015	June	Power/Heat	01 GENERAL FUND:01.0...	353.57
07/18/2015	June	Power/Heat	01 GENERAL FUND:01.0...	100.09
07/18/2015	June	Power/Heat	01 GENERAL FUND:01.0...	54.75
07/18/2015	June	Power/Heat	13 SEWER FUND	249.11
07/18/2015	June	Street Lights	11 STREET FUND	619.30
07/18/2015	June	Power/Heat	20 WATER OPERATING ...	53.53
Total Pacific Power				0.00
Petro Card				
07/18/2015	C952927	Accounts Payable		-60.84
07/18/2015	33%C952927	Vehicle Operation	11 STREET FUND	20.28
07/18/2015	33%C952927	Vehicle Operation	13 SEWER FUND	20.28
07/18/2015	33%C952927	Vehicle Operation	20 WATER OPERATING ...	20.28
Total Petro Card				0.00
Pitney Bowes				
07/18/2015	Acct# 19659466866	Accounts Payable		-196.80
07/18/2015	July 35%	Postage & Freight	13 SEWER FUND	68.88
07/18/2015	July 50%	Postage & Freight	20 WATER OPERATING ...	98.40
07/18/2015	July 15%	Postage & Freight	01 GENERAL FUND:01.0...	29.52
Total Pitney Bowes				0.00
Robert C Young Construction				
07/18/2015		Accounts Payable		-240.00
07/18/2015	Rewire Air Conditionin...	Building Maintenance ...	01 GENERAL FUND:01.0...	240.00
Total Robert C Young Construction				0.00
Royal Flush Portables, Inc				
07/18/2015	A-14204	Accounts Payable		-690.00
07/18/2015	INV: 14204	Water/Sewer/Cap Imp	01 GENERAL FUND:01.0...	690.00
Total Royal Flush Portables, Inc				0.00
Speer Hoyt LLC				
07/18/2015	31559 & 31560	Accounts Payable		-341.00
07/18/2015	INV: 31559 & 31560	Attorney/Special Cou...	01 GENERAL FUND:01.0...	341.00
Total Speer Hoyt LLC				0.00
Thomas Forbes Plumbing				
07/18/2015	INV: 0000009254	Accounts Payable		-39.16
07/18/2015	Invoices # 9254	Maintenance Supplies	20 WATER OPERATING ...	39.16
Total Thomas Forbes Plumbing				0.00

City of Falls City
Paid Bills Report
As of July 18, 2015

Date	Memo	Account	Class	Amount
US Bank Visa				
07/18/2015	Account Number: 4798...	Accounts Payable		-1,070.07
07/18/2015	Office Supplies, etc C...	Office Supplies	01 GENERAL FUND:01.0...	165.92
07/18/2015	Fan for Treatment Plant	Equipment Maintenanc...	20 WATER OPERATING ...	41.93
07/18/2015	Air Conditioner	Equipment Maintenanc...	01 GENERAL FUND:01.0...	299.00
07/18/2015	Clean-up	Office Supplies	01 GENERAL FUND:01.0...	146.88
07/18/2015	Pump Carey CT	Equipment Maintenanc...	13 SEWER FUND	268.29
07/18/2015	Quickbooks Proline	Computer Software	01 GENERAL FUND:01.0...	148.05
Total US Bank Visa				0.00
Valley Electric Company, LLC				
07/18/2015	Statement	Accounts Payable		-1,576.45
07/18/2015	July Statement	Equipment Maintenanc...	13 SEWER FUND	1,576.45
Total Valley Electric Company, LLC				0.00
Verizon Wireless				
07/18/2015	9747884509	Accounts Payable		-66.56
07/18/2015	June	Telephone	01 GENERAL FUND:01.0...	59.98
07/18/2015	June	Telephone	01 GENERAL FUND:01.0...	6.58
Total Verizon Wireless				0.00
Xerox Corporation				
07/18/2015	080259873	Accounts Payable		-219.30
07/18/2015	65% Use	Copier Lease/Mainten...	01 GENERAL FUND:01.0...	142.54
07/18/2015	10% Use	Copier Lease/Mainten...	11 STREET FUND	21.93
07/18/2015	10% Use	Copier Lease/Mainten...	13 SEWER FUND	21.93
07/18/2015	15% Use	Copier Lease/Mainten...	20 WATER OPERATING ...	32.90
Total Xerox Corporation				0.00
TOTAL				0.00

27 - \$13,763.82

City of Falls City
City Council Regular Meeting
Thursday July 9, 2015
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

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

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

Mayor Ungricht called the meeting to order at 7:00 pm.

1) Roll Call

Clerk Protheroe took roll call. Councilor Bishop attended the meeting by speakerphone.

2) Pledge of Allegiance

Mayor Ungricht led the pledge.

3) Motion to adopt the entire agenda

A motion was made by Councilor D. Sickles and seconded by Councilor Bishop to adopt the entire agenda. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop

4) Consent Agenda: Motion Action Approving Consent Agenda Items

Polk County Itemizer Observer payment for second required budget notice.

River-Bend Sand and Gravel payment for gravel used at top of the stairs and was paid by the grant.

Councilor Drill requested a copy of the Speer Hoyt LLC invoice.

The City refunded Valsetz Heights LLC unused land use fees because they decided not to move forward with a subdivision application.

Yother Works, LLC payment was a partial payment for painting the Water Plant and City Hall.

The ODF grant did not cover right-of-way brush cutting.

A motion was made by Councilor Meier and seconded by Councilor D. Sickles to approve the consent agenda. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop

5) Public Comments:

Gracie Drill of Falls City asked the City Council to put money aside for the 2016 Falls City fireworks display. The community loves the fireworks and her grandfather [Fire Chief Young] enjoys doing them.

Tracy Young of Falls City. Ms. Young did not approve of the 3rd of July parade at 4:00 PM during the heat of the day. She expressed concern for senior citizens attending the parade in the high heat. She preferred the 3rd of July vendors in the Upper Park and the Parade at 10:00 AM. The fireworks were beautiful.

6) New Business:

a) Resolution 11-2015 Setting Tax Rate on Marijuana

This Resolution would establish a zero percent tax rate on recreation and medical marijuana. Upon the advice of the City Attorney, the City would consider a tax rate after the State of Oregon establishes regulations.

Council discussed the status of the Cave Junction marijuana lawsuit.

A motion was made by Councilor D. Sickles and seconded by Councilor Meier that the City Council of the City of Falls City adopt Resolution 11-2015 A Resolution adopting a tax rate on the sale of Marijuana and Marijuana Infused Products. Motion carried 5-0-1. Ayes: Lori Jean Sickles, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop. Abstain: Jennifer Drill.

b) Kay McGee resignation from managing cemeteries

Council appreciated the many years of volunteer service that Kay McGee had given to Falls City Cemeteries. Council agreed by consensus to explore a way to thank Ms. McGee. Mayor Ungricht had received training on the Lower Cemetery. Kay McGee would complete the survey of the Upper Cemetery in July 2015 after which she would turn over the cemetery records.

c) Surplus Property

In 2010, Council passed Resolution 2010-09 to surplus several pieces of equipment, but two of the items remain in City storage. Council discussed the condition of the two vehicles. The money received from the sale would go into the general fund.

Lilly Boettcher of Falls City requested information on the vehicles to share with someone who might be interested.

A motion was made by Councilor Melin and seconded by Councilor Bishop to allow staff to surplus the 1963 Western States Fire Truck and the 1980 Ford Ambulance per Resolution 2010-09. Motion carried 6-0-0. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Gerald Melin, Dennis Sickles, Julee Bishop

d) City Attorney Report on Marijuana Legislation

Council did not have any questions on the staff report.

e) Report on Code Violations Litigation

The Falls City Code Enforcement Attorney, Moe Brown had recommended the City drop the McDaniel's property enforcement case because City personnel changes had weakened the case. Mayor Ungricht and Council President D. Sickles had met and concluded that it was in the best of the City to drop the case based on the advice of the attorney.

7) Correspondence, Comments and Ex-Officio Reports

A) Mayors Report

Mayor Ungricht had included a written Mayors Report in the packet.

Councilor L. Sickles asked if the City would partner with Polk County for Code Enforcement. Polk County used a contractor for limited code enforcement instead of staff. Mayor Ungricht had requested a copy of the contract and planned to talk with the contractor. The contractor primarily serves Polk County as a process server.

Councilor Drill reported that she had spoken to the Code Enforcement Group and they had availability in September to come to Falls City. Council revisited the need for code enforcement training. Mayor Ungricht would speak with Adrian Albrich, Risk Management, Citycounty Insurance Service to evaluate the risk for Council based code enforcement. Polk County could not offer training. Mayor Ungricht planned to talk to Mayor Dalton of Dallas about sharing their part time code enforcement officer. Mayor Ungricht hoped Falls City code enforcement cases could go through the Dallas court.

The City had conducted a subdivision pre-application meeting with Valsetz Heights, LLC to explore the land use process needed to create bigger subdivision lots by merging smaller lots. Under State law, this would require a new subdivision application which Valsetz Heights, LLC had not submitted to date; the City elected to return the balance of their land use fees as a result.

Mayor Ungricht provided an update on water and sewer infrastructure issues that were discussed at the June City Council Meeting. The Pine Street development would not present an issue with water or sewer. The City Engineer would prepare an estimate to replace both the Pine Street and Mill Street water lines; the proposed lines would be looped which was the preferred method. The lot-line adjustment application had been denied due to issues; the City had recommended that the applicant submit a Land Use Partition Application. City Planner fees for the Lot Line Adjustment had been waived. Carey Court had an undersized 2-inch sewer line. Mayor Ungricht would attend a public utilities funding class at the end of July. There he would meet with State and Federal funding sources. Mayor Ungricht had postponed the meeting with Greg Ellis of the Governor's Office to discuss Fall City infrastructure issues because the meeting would have been limited to loan packages. A moratorium was unlikely due to their requirements and temporary nature.

Councilor D. Sickles wanted to be proactive and explore code language that would require new developments to connect to the nearest line that had capacity at their expense, instead of the nearest line. Councilor L. Sickles agreed. Mayor Ungricht would discuss with a land use attorney.

Councilor Drill asked for a status of the Mitchell Street [Flip Road] Grant. The grant application had been submitted and accepted. Notification of the award was a year out. Bureau of Land Management (BLM) and Polk County would talk with Weyerhaeuser about the issue of the locked gate preventing access to forestland.

The Library Report (Exhibit A) was distributed to Council.

B) Council Reports

Councilor Drill reported on several issues of the Volunteer Fire Department.

- 1) In a vote, the Volunteer Fire Department decided they would not to put on a 2016 Fireworks show unless the City provided additional funds. Councilor Drill stated that the Fire Association required a minimum of \$3,000 from the City. The Fire Association spent \$7,000 on the 2015 Fireworks show and only raised \$400.00 in donations. On July 3, 2015, the Fire Department had one EMT call and no fire calls.
- 2) The Fire Association had been told they would not receive a monthly payment because it was not budgeted. Councilor Drill stated the contract called for an \$11,000 annual payment. Mayor Ungricht stated that \$9,500 had been budgeted because the prior year budget numbers had been rolled forward. Mayor Ungricht suggested that Chief Young and John Gilbert meet with him to go through the budget to identify possible sources for additional money. A supplemental budget might be required.
- 3) The City was behind on the monthly contribution to the Volunteer Fire Association. Councilor Drill reported the Volunteer Fire Association was not happy because they had to pay for the fireworks from their saving account. Mayor Ungricht reported the City was only one payment behind. He had informed John Gilbert and the recent bill would be paid after the new fiscal year budget numbers were entered into the accounting system.
- 4) Payment of the True North Fire bill.
Mayor Ungricht had recently received the bill and thought the bill had been paid. He would confirm.

Mayor Ungricht wanted the City Council to review Fire Department funds at a future meeting. The Fire Department currently received 74% of the money received from Property Taxes. Mayor Ungricht reported that in the last six years the Fire Department budget had grown from \$48,000 to \$71,000. He stated that the Fire Department was an integral part of the City and everyone wanted the department to be successful. The City needed to look forward ten to twenty years to determine how to fund the department because property tax growth was limited. To keep the health of the fire department Council would need to explore options including a safety levy or joining the Southwest Polk redistricting effort.

Councilor Meier inquired about the status of power generation project. Councilor D. Sickles had read the materials provided by the Mayor. Councilor D. Sickles would meet with Mayor Ungricht to discuss obtaining a letter of approval to proceed from the regulatory agency and to develop a plan.

Don Poe, Public Works Lead Worker, reported that the summer water source Teal Creek was at least 30 days ahead of normal due to the summer heat. The City sold Luckiamute Domestic Water Co-op over million gallons of water from one vault during the prior billing cycle. Additionally, Public Works was in the process of decommissioning the Parry Street pump house that had a bad leak.

Horst Boettcher of Falls City requested the City to send a noxious weed enforcement letter the owners of the vacant lot at 513 Cameron Street. High dry grass was a fire risk with the hot weather.

Tracy Young of Falls City reported that there was a three-acre parcel behind her property with high dry grass.

8) Council Announcements
None

9) Adjourn
The meeting was adjourned at 7:55 pm.

_____ Mayor Terry Ungricht

Attested: _____ City Clerk Domenica Protheroe

Library Director's Report
June 2015

Attendance totals for the Wagner Community Library June 2015 265; the breakdown is as follows: Adults 169 and Youth 96. These are regular hours in addition to the four added hours on Thursdays for summer reading. Volunteer hours logged = 20. Items catalogued, 23.

The end-of-the-year excitement, of course, carries over to the libraries. This year *the Every Hero Has a Story* theme is carried out thanks to cooperation from Micke Kidd and John Gilbert. Those two showed new strains of flexibility in order to get the Summer Reading Program with performers launched on 6/17/2015. The program continues to combine reading goals, engaging performances and scientific experiments. Effective press coverage indicates that these offerings will repeat every Thursday at 9:45 a.m. through July 30, 2015. Pre-school students through age fourteen are encouraged to register for a plethora of prizes.

Although Wagner Community Library emphasizes being part of a 17 member library group where request books are regularly delivered within the week, SOMETIMES nothing will satisfy like leaving the library with just the right reading material in-hand. Case in point: A regular patron recently inquired about the Sci Fi collection at Wagner. Thanks to extended Saturday hours...I was able to punch a few keys and produce a list of twenty-one science fiction titles in-house. Look for the Reading List posted on the bulletin board. Fans of Science Fiction.. lists are available e-mail.

Polk Yamhill Marion Meetings are full of ideas for Adult Summer Reading. An adult reading group is in the formative stages. Please call the library 503.787-3521 x319 for more information. I was invited to tour the State Library during June and become familiar with the data bases and research tools available to our community. You will be hearing more about this. Happy Summer!

Respectfully submitted,

Cynthia Hovind, Director
Wagner Community Library

AGENDA REPORT

TO: MAYOR AND COUNCIL
FROM: DOMENICA PROTHEROE, CITY CLERK
SUBJECT: LEAK ADJUSTMENT REQUEST - CAREY
DATE: 08/03/2015

SUMMARY

Candi & Justin Carey of 39 Sheldon Ave requested a leak adjustment for the month of July 2015. They indicated the leak had been fixed in their letter. Public Works read the meter and reported that the leak appears to be fixed. The leak caused the water use to jump to 49,000 gallons in July amounting in a \$154.16 water charge.

BACKGROUND

Falls City's water ordinance requires all leak adjustment requests be presented to the Council.

To date, we've tested two typical methods of leak adjustments. The first was where we adjusted a customer's bill to 1.5 times the average usage. The Public Works Committee thought the adjustments were too generous using this calculation. To address their concerns, the new trial adjustment calculation considers the 12-month average water charge including the month where the leak occurred.

The trial leak adjustment policy considers an adjustment to a single month water charge, in this case the July 2015 charge of \$154.16.

Average water bill amount over 12 months	\$ 54.92	
Multiply the average bill amount by 1.5 times	\$ 82.38	= Calculated base for adjustment

Actual water service charge for month of leak	\$154.16
Subtracted by the calculated base for adjustment	\$ 82.38
Credit Amount	\$ 71.78

PREVIOUS COUNCIL ACTION

The Council has not taken previous action on this request. Past leak requests have been evaluated on a case-by-case basis.

ALTERNATIVES/FINANCIAL IMPLICATIONS

The financial impact to the city would be a charge waiver of \$ 71.78

STAFF RECOMMENDATION

Staff recommends the Council allow staff to issue refund in the form of a credit to the utility account for \$ 71.78

EXHIBIT
N/A

PROPOSED MOTION

This item is listed under the consent agenda. Approving the consent agenda as presented would give approval for the leak adjustment.

Council can make a motion to remove this item from the consent agenda and review leak request as an addition agenda item.

Proposed Motion If leak request is reviewed separately:

I move the City Council of the City of Falls City allow staff to issue refund in the form of a credit to the Carey account at 39 Sheldon Ave in the amount of \$ 71.78.

AGENDA REPORT

TO: MAYOR AND COUNCIL
FROM: DOMENICA PROTHEROE, CITY CLERK
SUBJECT: LEAK ADJUSTMENT REQUEST - WEAVILL
DATE: 08/03/2015

SUMMARY

Wenona Weavill of 824 Parry Road requested a leak adjustment for the month of July 2015. She indicated the leak had been fixed in their letter. Public Works read the meter and reported that the leak appears to be fixed. The leak caused the water use to jump to 44,000 gallons in July amounting in a \$141.41 water charge.

BACKGROUND

Falls City's water ordinance requires all leak adjustment requests be presented to the Council.

To date, we've tested two typical methods of leak adjustments. The first was where we adjusted a customer's bill to 1.5 times the average usage. The Public Works Committee thought the adjustments were too generous using this calculation. To address their concerns, the new trial adjustment calculation considers the 12-month average water charge including the month where the leak occurred.

The trial leak adjustment policy considers an adjustment to a single month water charge, in this case the July 2015 charge of \$141.41.

Average water bill amount over 12 months	\$ 54.50	
Multiply the average bill amount by 1.5 times	\$ 81.75	= Calculated base for adjustment
Actual water service charge for month of leak	\$141.41	
Subtracted by the calculated base for adjustment	\$ 81.75	
Credit Amount	\$ 59.66	

PREVIOUS COUNCIL ACTION

The Council has not taken previous action on this request. Past leak requests have been evaluated on a case-by-case basis.

ALTERNATIVES/FINANCIAL IMPLICATIONS

The financial impact to the city would be a charge waiver of \$ 59.66

STAFF RECOMMENDATION

Staff recommends the Council allow staff to issue refund in the form of a credit to the utility account for \$ 59.66

EXHIBIT

N/A

PROPOSED MOTION

This item is listed under the consent agenda. Approving the consent agenda as presented would give approval for the leak adjustment.

Council can make a motion to remove this item from the consent agenda and review leak request as an addition agenda item.

Proposed Motion If leak request is reviewed separately:

I move the City Council of the City of Falls City allow staff to issue refund in the form of a credit to the Weavill account at 824 Parry Rd in the amount of \$ 59.66

AGENDA REPORT

TO: MAYOR AND CITY COUNCIL
FROM: MAYOR TERRY UNGRICHT
SUBJECT: PROCLAMATIONS OF APPRECIATION
DATE: 08/01/2015

SUMMARY

Falls City's 3rd of July celebration is an important community event that could not take place without the help of several local agencies.

BACKGROUND

The Mayor expressed the desire to show appreciation our neighboring agencies that provided support services to our 3rd of July celebration.

Falls City received shuttle bus coordination support from the Falls City School District who coordinated with Mid-Columbia Bus Company to provide a bus and driver to help people get to the park safely; we also received help from Falls City School Booster Club with help in parking at the Mill Lot.

And last but defiantly not least, The Falls City Volunteer Association for another spectacular fireworks display.

PREVIOUS COUNCIL ACTION

N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

None.

STAFF RECCOMENDATION

Staff recommends Council present these proclamations of appreciation

EXHIBIT

Exhibit A – Proclamation Falls City School District
Exhibit B – Proclamation Mid- Columbia Bus Company
Exhibit C – Proclamation Falls City School Booster Club
Exhibit D – Proclamation Falls City Fire Association

PROPOSED MOTIONS

None.

FALLS CITY

PROCLAMATION OF APPRECIATION FOR 3RD OF JULY, 2015

OFFICIAL PROCLAMATION

WHEREAS 3rd of July is an important event in the City of Falls City.

WHEREAS The Council and staff of Falls City are dedicated to providing a fun and safe family friendly event.

WHEREAS Falls City School District was an integral part of being able to provide safety for the event.

WHEREAS City Council appreciates the Falls City School District coordinating the donation of bus service for this event.

NOW THEREFORE, be it resolved that Falls City expresses its deep appreciation to the Falls City School District for providing this valuable volunteer service.

Mayor Terry Ungricht

Attest:

Domenica Protheroe, City Clerk

FALLS CITY

PROCLAMATION OF APPRECIATION FOR 3RD OF JULY, 2015

OFFICIAL PROCLAMATION

WHEREAS 3rd of July is an important event in the City of Falls City.

WHEREAS The Council and staff of Falls City are dedicated to providing a fun and safe family friendly event.

WHEREAS Mid-Columbia Bus Company was an integral part of being able to provide safety for the event.

WHEREAS City Council appreciates Mid-Columbia donating bus service and an operator for this event.

NOW THEREFORE, be it resolved that Falls City expresses its deep appreciation to Mid-Columbia Bus Company for providing this valuable volunteer service.

Mayor Terry Ungricht

Attest:

Domenica Protheroe, City Clerk

FALLS CITY

PROCLAMATION OF APPRECIATION FOR 3RD OF JULY, 2015

OFFICIAL PROCLAMATION

WHEREAS 3rd of July is an important event in the City of Falls City.

WHEREAS The Council and staff of Falls City are dedicated to providing a fun and safe family friendly event.

WHEREAS Falls City School Booster Club was an integral part of being able to provide safety for the event.

WHEREAS City Council appreciates the Falls City Booster Club coordinating the visitor parking at the Mill Lot.

NOW THEREFORE, be it resolved that Falls City expresses its deep appreciation to the Falls City School District for providing this valuable volunteer service.

Mayor Terry Ungricht

Attest:

Domenica Protheroe, City Clerk

FALLS CITY

PROCLAMATION OF APPRECIATION FOR 3RD OF JULY, 2015

OFFICIAL PROCLAMATION

WHEREAS 3rd of July is an important event in the City of Falls City.

WHEREAS The Council and staff of Falls City are dedicated to providing a fun and safe family friendly event.

WHEREAS Falls City Fire Association was an integral part of being able to provide safety for the event with manning the Mitchell Street road closure.

WHEREAS City Council appreciates the Falls City Fire Association for hosting and manning the Fireworks display.

NOW THEREFORE, be it resolved that Falls City expresses its deep appreciation to the Falls City School District for providing this valuable volunteer service.

Mayor Terry Ungricht

Attest:

Domenica Protheroe, City Clerk

AGENDA REPORT

TO: CITY COUNCIL
FROM: MAYOR TERRY UNGRICHT
SUBJECT: TMDL REPORT
DATE: 07/10/2015

SUMMARY

Falls City must annually report activities related to our Total Maximum Daily Load Plan.

BACKGROUND

In 2009 Falls City adopted a Total Maximum Daily Load Plan. This plan is designed to help the City meet the requirements of Oregon Administrative Rule (OAR 340-042-0080) that requires agencies to implement a pollution reduction strategy for the 3 main pollutants affecting the Willamette River Basin, which are temperature, mercury and bacteria.

In the plan a matrix of activities and strategies have been developed for reporting purposes, this is updated annually. This matrix is then submitted each year to DEQ to demonstrate compliance with our plan.

PREVIOUS COUNCIL/COMMITTEE ACTION

The Public Works Committee has reviewed past matrixes and offered suggestions for additional activities to improve water quality.

ALTERNATIVES/FINANCIAL IMPLICATIONS

Financial impacts are challenging to measure as a whole. Each activity varies in cost.

STAFF RECOMMENDATION

Committee members and Councilors are encouraged to offer other ways to improve water quality in Falls City.

EXHIBIT

Exhibit A – TMDL activity report for 2015
Exhibit B – TMDL Activity report spread sheet

PROPOSED MOTIONS

None.



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

OFFICE OF THE MAYOR
TERRY UNGRICHT

June 1, 2015

Re: Falls City Annual Report on TMDL

Nancy Gramlich
DEQ, Willamette Basin Coordinator
4026 Fairview Industrial Drive
Salem, OR 97302

Dear Ms. Gramlich,

I am serving as Manager Protem during Falls City's recruitment process for a new City Manager. I received your email on the annual update on the TMDL. I am not sure what format the reporting is usually updated with, so I am going to let you know where we have made progress. If you need this information in another format, let me know.

1. Falls City has a low interest loan fund through Polk County Community Development; these funds are used for low income residents to improve their property, which includes up dating septic systems.
2. Polk County handles inspections on new and existing septic systems.
3. We have budgeted to purchase a new Public Works vehicle that will be more fuel efficient.
4. The City is teaming up with The Falls City Alliance to purchase property along the Luckiamute River, which would be turned into Park land, which will lessen the impact of building along the River.
5. Falls City Council goals has set building a River walk along the Luckiamute River, which would allow a buffer area between housing and the River, also will allow for a strip of natural/native plantings between walkway and River.
6. Falls City has applied for a RARE, AmeriCorps, worker that will be tasked to update building codes, with a focus on up dating to protect our water ways.
7. Falls City has teamed up with SOLVE to clean garbage up along the Luckiamute River; we perform this the first weekend of September to make sure River is clean before high waters.
8. Falls City is contracting with the City of Dallas for street sweeping, but we are trying for a Federal surplus program to purchase our own sweeper, this would allow an added frequency of sweeps.
9. We added a catch basin and culverts on Bridge Street and have budgeted to bring in the vac truck to clean out all of our catch basins, will be done before September 2015.

10. Falls City installs Porta Potties in all of the River side parks and we require events to have porta potties based on number of expected participants.
11. Unfortunately we do not have a Code Enforcer on staff, the Council is looking at ways to establish an affordable, possibly Council driven, code enforcement process.

Falls City Parks Committee had looked at the Trees USA program, unfortunately it was voted down. We will be educating the committee on the reasons for joining Trees USA and expect to get it passed, to move onto the Council for resolutions and ordinances to establish a program.

I hope this answers the requirements of the annual up date, if not please do not hesitate to contact me.

Sincerely,
Terry Ungricht
Mayor City of Falls City

Table 1: TMDL IMPLEMENTATION TRACKING MATRIX, Falls City, OR

POLLUTANT What pollutants does the TMDL address?	SOURCE What sources of this pollutant are under your jurisdiction?	STRATEGY What is being done, or what will you do to reduce and/or control pollution emanating from this source?	HOW Specifically, how will this be done?	MEASURE How will you demonstrate successful implementation or completion of this strategy?	TIMELINE When will the strategy begin? Be completed?	BENCHMARK What intermediate goals will be achieved, and by when, to know progress is being made?	POTENTIAL FUNDING RESOURCES	Status
Temperature	1. Solar radiation input	a. Maintain existing riparian vegetation. b. Partner with the Luckiamute Watershed Council (LWC) and Falls City High School on riparian restoration projects as needed based on consultation with LWC.	FCZDO 2.207.09 and 3.203(G)(6) contains vegetation protection requirements. Identify a local liaison to the LWC. Build a volunteer support network for local projects. Contact LWC to identify and prioritize potential project sites. Secure funding resources to complete projects.	Final site plan and subdivision/partition approvals. Monitoring the number of riparian restoration projects completed.	Required with each building permit and projects abutting riparian zones. On-going.	Review FCZDO 2.207.09 and 3.203(G)(6) to determine if these requirements could enable the City to meet the temperature load allocation At least one riparian tree planting project completed if identified as a need after consulting with LWC.	Development review fees Watershed restoration grants.	Ongoing. Working with Weyerhouser and LWC on some culvert work to improve water flow, fish habitat and restoration of riparian area near Dutch Creek. <i>Applied For BLM funding.</i>
		c. Reconsider proposed amendments to Comprehensive Plan and Zoning Ordinance to comply with Goal 5 Safe Harbor protection requirements for riparian corridors.	Initiate amendments by council vote. Notify DLCD and affected property owners. Conduct public hearings before Planning Commission and Council. Adopt proposed amendments by ordinance. Provide notice of adoption to DLCD.	Adoption of an ordinance that complies with the Safe Harbor riparian protection requirements if the review noted in Temperature Management Strategy (a) above indicates that the City's current vegetation protection requirements are not sufficient for protecting riparian shade.	Beginning in July 2013 Completed in December 2014	If needed after review in Temperature Management Strategy (a) is completed, copies of public hearing notices and minutes from Council meetings.	General fund.	Preparation phase, a great deal of research is required due to past efforts of implementation being not well documented.

Table 1: TMDL IMPLEMENTATION TRACKING MATRIX, Falls City, OR

POLLUTANT What pollutants does the TMDL address?	SOURCE What sources of this pollutant are under your jurisdiction?	STRATEGY What is being done, or what will you do to reduce and/or control pollution emanating from this source?	HOW Specifically, how will this be done?	MEASURE How will you demonstrate successful implementation or completion of this strategy?	TIMELINE When will the strategy begin? Be completed?	BENCHMARK What intermediate goals will be achieved, and by when, to know progress is being made?	POTENTIAL FUNDING RESOURCES	Status
Temperature	2. Wastewater treatment plant discharge	Maintain low effluent temperatures.	Meet requirements of DEQ Discharge permit.	Monitor effluent temperature.	Beginning in 2009. On-going.	Compliance ensures effluent from the FC sewage treatment does not impair the river.	Sewer user fees.	City is in compliance with permit

Table 1: TMDL IMPLEMENTATION TRACKING MATRIX, Falls City, OR

POLLUTANT What pollutants does the TMDL address?	SOURCE What sources of this pollutant are under your jurisdiction?	STRATEGY What is being done, or what will you do to reduce and/or control pollution emanating from this source?	HOW Specifically, how will this be done?	MEASURE How will you demonstrate successful implementation or completion of this strategy?	TIMELINE When will the strategy begin? Be completed?	BENCHMARK What intermediate goals will be achieved, and by when, to know progress is being made?	POTENTIAL FUNDING RESOURCES	Status
Bacteria	1. Wastewater treatment plant discharge	a. Implement improvements identified in the Wastewater Master Plan <i>Facility Plan</i>	Review master plan to identify prioritized improvements. Apply for and secure funding resources.	Monitor wastewater improvement projects completed.	Beginning in 2009. On-going.	Grant funds secured. Compliance with discharge permit requirements.	Grants, loans, user fees	Grant secured, consultant for master planning identified. Master planning process is at Master plan adopted in April 2014
	2. Stormwater run-off	b. Reduce illicit municipal waste discharge. a. Complete a Stormwater Master Plan.	Provide staff training on proper sewage treatment plant maintenance and best management practices. Identify available grant resources for stormwater plan assistance. Apply for and secure funding resources.	Compliance with DEQ NPDES permit requirements.	Beginning in 2009. On-going.	NPDES permit reviews for the municipal wastewater treatment facility. List of potential grant resources by March 2014. Completed grant application forms December 2009.	General fund. Grants, city funding when available.	City is in compliance with its permit. Grant application was denied. City seeking other funding opportunities
Bacteria	1. Stormwater run-off	b. Require new development to manage stormwater run-off.	FCZDO 2.206 Contains stormwater improvement requirements for new development.	As-built's of completed stormwater improvements from new developments.	Beginning in 2014. On-going.	Stormwater plan approvals by City Engineer. Inspections of stormwater improvements by city/county staff.	Development review fees.	As new structures are built stormwater run off management will be required. One project on Bridge tree added an open swale to become a closed culvert in the future.

Table 1: TMDL IMPLEMENTATION TRACKING MATRIX, Falls City, OR

2. Failing septic systems	Public education and outreach regarding proper septic maintenance and how to detect failing septic systems.	Utilize outreach/educational materials that DEQ provides and mail out with water bills. Provide a copy of the brochures with new septic permits and make available at city hall and city's web site.	Information received by DEQ. Number of brochures printed and mailed.	Beginning in 2012 and on going.	Heightened public awareness.	General fund, technical assistance from Polk County, DEQ.	Brochures have been provided to residents annually (approximately 430 households) with utility bills and to new account holder when account is established. Waste water master plan in progress adopted April 2014. Documentation of the cleaning and maintenance started, will be ongoing to help identify problem areas.
3. Pet waste	a. Public education and outreach regarding proper pet waste disposal. b. Install park improvements such as signage, kiosks and trash receptacles.	Utilize outreach/educational materials that DEQ provides and make available through newsletter, city hall and city's web site. Research project costs and identify available funding resources.	Website posting. Newsletter mailing. Postings on Facebook	Beginning in November 2012	Heightened public awareness.	General fund, technical assistance from local watershed council, DEQ.	Begins in November 2012 will be ongoing. Garbage cans added to parks in Fall 2013 for disposal of trash and pet waste.
* 4 Human Waste	a. Public education and outreach regarding proper pet waste disposal. b. Install park improvements such as portable or permanent restrooms	Utilize outreach/educational materials that DEQ provides and make available through newsletter, city hall and city's web site. Research project costs and identify available funding resources.	Website posting. Newsletter mailing. Postings on Facebook	Beginning in July 2012	Heightened public awareness.	Parks funding, General Fund, donations, potential grant	Parks committee will discuss poop baggie stations and develop a priority list of where to install them beginning November 2012. Notices of toilet locations and availability in city newsletter regularly beginning in 2011 and ongoing.
5. Garbage/litter	a. Steel sweeping and public outreach to reduce littering, placement of trash receptacles b. Install park improvements such as portable or permanent restrooms	Utilize the city newsletter, website and facebook page for public information, sweep streets periodically to remove debris, install trash cans near gathering places and in parks Research project costs and identify available funding resources.	Track street sweeping schedule, website posting	Beginning in August 2012	Reduced litter on streets will be an indicator of messaging success	Parks and general funding	General fund is providing funding for portable toilets at 2 parks and has a public restroom at a 3rd park, ongoing.

Table 1: TMDL IMPLEMENTATION TRACKING MATRIX, Falls City, OR

POLLUTANT What pollutants does the TMDL address?	SOURCE What sources of this pollutant are under your jurisdiction?	STRATEGY What is being done, or what will you do to reduce and/or control pollution emanating from this source?	HOW Specifically, how will this be done?	MEASURE How will you demonstrate successful implementation or completion of this strategy?	TIMELINE When will the strategy begin? Be completed?	BENCHMARK What intermediate goals will be achieved, and by when, to know progress is being made?	POTENTIAL FUNDING RESOURCES	Status
Mercury	Erosion and sedimentation	Limit erosion.	FCZDO requires geotechnical evaluations on properties with steep slopes and an erosion control plan for all new multi-family, commercial and industrial developments.	City and county building review staff will monitor and review compliance with Code requirements.	Beginning in 2009. On-going.	Geotechnical evaluation and erosion control plan approvals. Development inspections by city and county staff.	Development review fees.	This is ongoing with new permits for construction. City staff also use rock, straw and grass seeding in culverts as needed to prevent strm erosion.
			After receiving a Fact Sheet on the 1200-C permit from DEQ, inform developers about 1200c permit requirements and require a copy of the permit to be provided to the city	Copies of land use approvals and 1200 C permits from developments disturbing an acre or more	Beginning in December 2011. On-going.	Include 1200c permit requirements as a condition of development approval.	Development review fees.	Ongoing with new development

AGENDA REPORT

TO: CITY COUNCIL
FROM: MAYOR TERRY UNGRICHT
SUBJECT: INFRASTRUCTURE FINACING CLASS
DATE: 08/03/2015

SUMMARY

I attended a class hosted by the Rural Community Assistance Corporation in Newport, OR on July 28.

BACKGROUND

Report is attached.

PREVIOUS COUNCIL/COMMITTEE ACTION

N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

Financial impacts are challenging to measure.

STAFF RECCOMENDATION

N/A

EXHIBIT

Exhibit A – Mayors Report

PROPOSED MOTIONS

None.

Mayors Report on

Oregon Water & Waste Water Infrastructure Finance Workshop

I attended a workshop hosted by the Rural Community Assistance Corporation on infrastructure financing. The workshop brought together most all of the funding resources; IFA, USDA, DEQ, being the main funding partners. Part of the meeting was set up like the one stop funding meeting, where a project is received by funding agencies. The last Administration attended a one stop meeting when the Waste Water facility plan was approved by Council, no action was taken due to staffing turnover.

The meeting also went into Utility Management, project development, and rates. Most of these will be addressed with our Master Water Plan. We will be able to get \$20,000 from IFA to go towards the Master Plan. I hope to have the RFP approved and submitted in the next couple of Months; we cannot put out the RFP until we secure the grant from IFA.

A few things I was able to take away from the meeting are; without a stable manager we hurt ourselves on getting projects studied and completed. Most projects take two years to put together, once a Master/Comp plan has identified the project, then the construction time can add another year to two. So with the staff turnover we have experienced over the last decade we have not been able to do due diligence on seeing a project through. A few examples is the age (1993) of the last Master Water Plan and ending up with a Waste Water Facility Plan rather than a Master Plan. Another area where the change of management has hurt us is in developing a timely maintenance plan. Rather than waiting to be mandated to correct problems, we need to look at being proactive in performing the proper maintenance. A few examples are the life of the pumps in the Waste Water system, we had one of our two pumps break down at the beginning of summer, so we have been operating with one recirculation pump, if this had been winter we would have had problems meeting our permit limits. Another example is the life of the Public Works truck and other equipment; we need to look at establishing a replacement time for critical elements within our infrastructure.

Sometimes it is cheaper to replace before the wear time, rather than wait until it has to be replaced.

I was able to meet with the Engineer that came on to help John McGee finish up the Waste Water facility plan. I gave him my thoughts on the plan being near to worthless; not identifying a way for the whole City to be incorporated into the sewer, not taking the lowest point in town for locating the ponds, only one type of system in the plan, etc. He said that there were ways to tweak the plan that would be acceptable to the funding agencies that would take some of those items into consideration, but he agreed the plan was not acceptable. The funding agencies were not happy with our finished plan, they take investing Public money very seriously.

I was able to bring up the walking bridge on Dayton with a few of the agencies. They said the best area for grant funding would be through State Parks; this would compete with our application for the fall property, so Council would need to set priorities.

Another thing I discussed with them is writing position papers on the infrastructure needs Falls City has; Dayton bridge, condition of roads, sewer issues. This will help us identify needs, but also we can forward to the agencies to see if there is any funding help. I did leave the meeting realizing that grant money is tight; most projects are only receiving 10 to 15 percent in grants and then the rest in loan packages. This requires that the City set aside money each year in preparation for projects and matching grant funds.

AGENDA REPORT

TO: CITY COUNCIL
FROM: MAYOR TERRY UNGRICHT
SUBJECT: FALLS CITY/BLM COOPERATIVE AGREEMENT
DATE: 08/04/2015

SUMMARY

Falls City applied for a Cooperative Agreement (grant) with BLM to help with funding the Dutch Creek crossing.

BACKGROUND

In May of 2015 the City was approached by Scott Snedaker of the Salem BLM office to enter into an agreement to help with funding the Dutch Creek culvert system. The City and County has applied jointly for a FLAP (Federal Land Access Program) grant to overlay North Main Street, pave Mitchell Street, pave Black Rock Road to the Berry Creek turn off, overlay Bridge Street, Pave Valsetz Road to City limits, replace culverts on Dutch Creek, and replace green bridge on Black Rock road.

The City applied for the BLM agreement for matching funds on the FLAP project, instead of using the Small City Allotment Grant. The City has been awarded \$45,000.00 by the BLM to use on repairing the Dutch Creek crossing. The City will use these funds to match on the FLAP grant if successful, or we will work with the Timber Companies and Polk County to replace the Dutch Creek passage if FL:AP grant is unsuccessful.

PREVIOUS COUNCIL/COMMITTEE ACTION

City staff has reported on applying for funding.

ALTERNATIVES/FINANCIAL IMPLICATIONS

The City has agreed to \$5,000.00 to be used to match for Dutch Creek repairs.

STAFF RECCOMENDATION

N/A

EXHIBIT

Exhibit A – Cooperative Agreement

PROPOSED MOTIONS

None.

Grant and Cooperative Agreement

CHOOSE ONE:

- COOPERATIVE AGREEMENT
 GRANT

CHOOSE ONE: EDUCATION FACILITIES RESEARCH SDCR TRAINING

1. GRANT/COOPERATIVE AGREEMENT NUMBER L15AC00118	2. SUPPLEMENT NUMBER	3. EFFECTIVE DATE 08/03/2015	4. COMPLETION DATE 08/02/2020
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5. ISSUED TO
 NAME/ADDRESS OF RECIPIENT (No., Street, City/County, State, Zip)
 FALLS CITY, CITY OF
 Attn: Terry Ungricht
 299 MILL ST
 FALLS CITY OR 973449800

6. ISSUED BY BLM OR-ST OFC PROC MGMT BR (OR952)
 Mailing Address: 1220 SW 3rd Avenue, 12th Floor
 PORTLAND OR 97204

7. TAXPAYER IDENTIFICATION NO. (TIN)

8. COMMERCIAL & GOVERNMENT ENTITY (CAGE) NO.
71TV1

9. PRINCIPAL INVESTIGATOR/ORGANIZATION'S PROJECT OR PROGRAM MGR. (Name & Phone)
 Terry Ungricht 503-787-3631
 mayorungricht@fallscityoregon.gov

10. RESEARCH, PROJECT OR PROGRAM TITLE
 BLM OR/WA - BLACKROCK AND VALSETZ ROAD REHABILITATION, OREGON

11. PURPOSE
 See attached

12. PERIOD OF PERFORMANCE (Approximately)
 08/03/2015 through 08/02/2020

13A.	AWARD HISTORY	13B.	FUNDING HISTORY
10US	\$0.00	PREVIOUS	\$0.00
THIS ACTION	\$50,000.00	THIS ACTION	\$50,000.00
CASH SHARE	\$0.00	TOTAL	\$50,000.00
NON-CASH SHARE	\$0.00		
RECIPIENT SHARE	\$5,000.00		
TOTAL	\$50,000.00		

14. ACCOUNTING AND APPROPRIATION DATA
 See Schedule

PURCHASE REQUEST NO.	JOB ORDER NO.	AMOUNT	STATUS
See Schedule			

15. POINTS OF CONTACT

	NAME	MAIL STOP	TELEPHONE	E-MAIL ADDRESS
TECHNICAL OFFICER	PO Scott Snedaker		503-315-5928	ssnedake@blm.gov
NEGOTIATOR				
ADMINISTRATOR	Jessica Clark		503-808-6226	jclark@blm.gov
PAYMENTS				

16. THIS AWARD IS MADE UNDER THE AUTHORITY OF:
 WYDEN

17. APPLICABLE STATEMENT(S), IF CHECKED:

NO CHANGE IS MADE TO EXISTING PROVISIONS

FDP TERMS AND CONDITIONS AND THE AGENCY-SPECIFIC REQUIREMENTS APPLY TO THIS GRANT

18. APPLICABLE ENCLOSURE(S), IF CHECKED:

PROVISIONS SPECIAL CONDITIONS

REQUIRED PUBLICATIONS AND REPORTS

UNITED STATES OF AMERICA CONTRACTING/GRANT OFFICER Jessica Clark	DATE 08/03/2015	COOPERATIVE AGREEMENT RECIPIENT AUTHORIZED REPRESENTATIVE (No Signature Required)	DATE
--	--------------------	---	------

AGENDA REPORT

TO: CITY COUNCIL
FROM: MAYOR TERRY UNGRICHT
SUBJECT: CODE ENFORCEMENT
DATE: 08/03/2015

SUMMARY

Staff wanted to keep Council updated on Code Enforcement Investigation requests.

BACKGROUND

Council has had a discussion on which way the City should proceed in developing a code enforcement program.

PREVIOUS COUNCIL/COMMITTEE ACTION

Multiple discussions on need.

ALTERNATIVES/FINANCIAL IMPLICATIONS

Financial impacts are challenging to measure.

STAFF RECCOMENDATION

N/A

EXHIBIT

Exhibit A – 8 Code Enforcement Investigation Requests.

Exhibit B – Letter submitted to property owner on noxious weeds, complaint from last meeting.

Exhibit C – Example letter on RV occupancy.

PROPOSED MOTIONS

None.

CITY OF FALLS CITY

299 Mill Street, Falls City, OR 97344

CODE ENFORCEMENT INVESTIGATION REQUEST

Today's Date: May 1, 2015

Optional:

Name of person filing Report: _____

Address: _____

Phone Number: _____ Cell Number _____

Resident: ___ Non Resident: _____

Required:

Address of Violation(s): 137 Sheldon

Resident's Name(s): MATTHEW MCDANIEL

Property Owner: HURST LORANDA , MATTHEW MCDANIEL AGT (see attached)

Nearest Cross Street: East Ave

Details of complaint (be specific): Erecting a large green house on vacant land.

Installing an accessory use without a primary structure.

Continue on back if additional space is required

Are there any known or suspected hazards at this location? Yes ___ No ___ Unknown

If YES, please identify hazard in detail:

FOR OFFICE USE ONLY

Received by: DTP (over the counter)

Date: 5/1/2015

Investigation Processed By: _____

Completion Date _____

CITY OF FALLS CITY

299 Mill Street, Falls City, OR 97344

CODE ENFORCEMENT INVESTIGATION REQUEST

Today's Date: June 8, 2015

Optional:

Name of person filing Report: Boyd LAMPRECHT

Address: 970 Mitchell/ 568 Park

Phone Number: _____ Cell Number _____

Resident: Yes _____ Non Resident: _____

ROAD is oiled

Required:

Address of Violation(s): Michelle Street to Dutch Creek

Resident's Name(s): _____

Property Owner: _____

Nearest Cross Street: _____

Details of complaint (be specific):

Road dust from logging trucks is causing a problem for residents along Mitchell and residents on the hill above. The dust is very thick. There are more log trucks this year; a truck every 10 minutes. Trucks exceed the speed limit. The log trucks begin operations at early as 1:30 AM. JAKE breaks can be heard at all hours.

Can they oil Mitchell, all the way to Dutch Creek?

Continue on back if additional space is required***

Are there any known or suspected hazards at this location? Yes _____ No _____ Unknown _____
If YES, please identify hazard in detail:

FOR OFFICE USE ONLY

Received by: DTP by Phone Date: June 9, 2015

Investigation Processed By: _____ Completion Date _____

CITY OF FALLS CITY

299 Mill Street, Falls City, OR 97344

CODE ENFORCEMENT INVESTIGATION REQUEST

Today's Date: 06/10/2015

Optional:

Name of person filing Report: Alice Thurman

Address: 520 Hopkins

Phone Number: _____ Cell Number _____

Resident: Non Resident: _____

Required:

Address of Violation(s): Utility Service Complaint

Resident's Name(s): _____

Property Owner: _____

Nearest Cross Street: _____

Details of complaint (be specific):

Utility bill are too high: Cost of water, sewer, capital improvements and the need for backflow testing.

So called "sewer service", where a tank is installed on private properties, should not cost so much.

She is very unhappy about rates.

TERRY - MET WITH ALICE, GAVE COPIES OF UTILITY HISTORY FOR PROPERTY, RESOLUTION setting sewer rates, & copy of all utility rates. Explained about Enterprise fund accounting, number of users on system, and how system worked.

Continue on back if additional space is required

Are there any known or suspected hazards at this location? Yes _____ No _____ Unknown _____

If YES, please identify hazard in detail:

FOR OFFICE USE ONLY

Received by: DTP Over Phone Date: June 10, 2015

Investigation Processed By: _____ Completion Date _____

CITY OF FALLS CITY

299 Mill Street, Falls City, OR 97344

CODE ENFORCEMENT INVESTIGATION REQUEST

Today's Date: June 16, 2015

Optional:
Name of person filing Report: Not provided
Address: _____
Phone Number: _____ Cell Number _____
Resident: Non Resident:

Required:
Address of Violation(s): 717 Parry Street
Resident's Name(s): Sharon Thurman
Property Owner: Same
Nearest Cross Street: Alley
Details of complaint (be specific): Family living in a fifth-wheel-trailer in Ms. Thurman's driveway. This has happened before. The City has ordinances specifying requirements for living in an RV. Caller would like action taken.

Continue on back if additional space is required

Are there any known or suspected hazards at this location? Yes No Unknown
If YES, please identify hazard in detail:

FOR OFFICE USE ONLY

Received by: DTP over Phone Date: June 16, 2015
Investigation Processed By: _____ Completion Date _____

CITY OF FALLS CITY
299 Mill Street, Falls City, OR 97344

CODE ENFORCEMENT INVESTIGATION REQUEST

Today's Date: June 17, 2015

Optional:

Name of person filing Report: Terry Bernard

Address: 672 Bryant Street

Phone Number: _____ Cell Number _____

Resident: Non Resident: _____

Required:

Address of Violation(s): Next Door to 672 Bryant Street

Resident's Name(s): unsure until issue inspected and street address provided

Property Owner: _____

Nearest Cross Street: _____

Details of complaint (be specific): The neighbors berry vines climbing over their fence.

Continue on back if additional space is required

Are there any known or suspected hazards at this location? Yes ___ No ___ Unknown ___
If YES, please identify hazard in detail:

FOR OFFICE USE ONLY

Received by :Mayor Ungricht Date: June 17, 2015

Investigation Processed By: _____ Completion Date _____

CITY OF FALLS CITY

299 Mill Street, Falls City, OR 97344

CODE ENFORCEMENT INVESTIGATION REQUEST

Today's Date: April 17, 2015

Optional:

Name of person filing Report: _____

Address: _____

Phone Number: _____ Cell Number _____

Resident: Non Resident: _____

Required:

Address of Violation(s): Off Pine

Resident's Name(s): Unknown

Property Owner: Joe Chaon

Nearest Cross Street: _____

Details of complaint (be specific): Someone is living in a travel trailer- the hook up to water is visible.

There is a second trailer with a stove pipe

Continue on back if additional space is required

Are there any known or suspected hazards at this location? Yes _____ No _____ Unknown

If YES, please identify hazard in detail:

FOR OFFICE USE ONLY

Received by: DTP Date: 4/17/2015

Investigation Processed By: _____ Completion Date _____

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CITY OF FALLS CITY

299 Mill Street, Falls City, OR 97344

CODE ENFORCEMENT INVESTIGATION REQUEST

Today's Date: 7/19/2015

Optional:

Name of person filing Report: _____

Address: _____

Phone Number: _____ Cell Number _____

Resident: X Non Resident: _____

Required:

Address of Violation(s): 319 N Main Street

Resident's Name(s): Frink's General Store

Property Owner: Kirby & Cathy Frink

Nearest Cross Street: 3rd Street

Details of complaint (be specific): The store does not provide handicap parking.

Kirby on vacation. I believe the signs are down from when the store was painted. I will contact Kirby. 8-5-15

US Dept of Justice (DOJ) issued new regulations under the Americans with Disabilities Act 2010.

New rules affects state and local governments. See Attached. Page 2 defines required spaces.

2.202 OFF-STREET PARKING AND LOADING 2.202.07 DESIGN REQUIREMENTS

L. Parking for the handicapped shall be provided in parking lots in accordance with the standards and requirements established in Chapter 31 of the most recent edition of the State of Oregon Structural Specialty Code and Fire and Life Safety Regulations. Parking spaces for the handicapped may be included in determining compliance with the total parking space requirements established by this Ordinance.

Continue on back if additional space is required

Are there any known or suspected hazards at this location? Yes _____ No _____ Unknown _____

If YES, please identify hazard in detail:

FOR OFFICE USE ONLY

Received by: DTP Over Counter Date: 7/29/2015

Investigation Processed By: _____ Completion Date _____

CITY OF FALLS CITY

299 Mill Street, Falls City, OR 97344

CODE ENFORCEMENT INVESTIGATION REQUEST

Today's Date: 8/4/2015

Optional:

Name of person filing Report: _____

Address: _____

Phone Number: _____ Cell Number _____

Resident: X Non Resident: _____

Required:

Address of Violation(s): Upper Park

Resident's Name(s): _____

Property Owner: City of Falls City

Nearest Cross Street: Seventh Street

Details of complaint (be specific):

Car doing donuts in grass on Friday, July 31, 2015. Car is normally parked at apartments. Car: Silver, small foreign with mag wheels on the front only.

Continue on back if additional space is required***

Are there any known or suspected hazards at this location? Yes No Unknown X
If YES, please identify hazard in detail:

FOR OFFICE USE ONLY

Received by: DTP over counter Date: Aug 4, 2015

Investigation Processed By: _____ Completion Date _____



City of Falls City

299 Mill Street
Falls City, OR 97344
Voice (503) 787- 3631
Fax (503) 787- 3023
www.fallscityoregon.gov

This organization is an equal opportunity provider

August 6, 2015

Kip Schoning
806 NW 4th St STE B
Corvallis, OR 97330

NOTIFICATION OF VEGETATION FIRE HAZARD/PUBLIC NUISANCE

RE: 513 Cameron Street

Dear Mr. Schoning:

County records show that you are the legal owners of the property at 513 Cameron Street, Falls City, Oregon. It has been observed by this office that noxious vegetation is present on this property.

Noxious vegetation presents as visually detracting to the neighborhood in which it exists. Additionally, it poses a both a fire hazard during the warmer months, and a flooding hazard due to blockage of drainage ditches during wetter months.

Per City of Falls City Code of Ordinances -

Chapter 90: Nuisances, Section 18. WEEDS AND NOXIOUS VEGETATION.

(1) Definitions. For purposes of this section the following definitions apply:

"Noxious vegetation" means:

- a. *Poison oak;*
 - b. *Poison ivy;*
 - c. *Blackberry bushes that extend into public property or across a property line;*
 - d. *Vegetation that is:*
 - a. *A health hazard,*
 - b. *A fire hazard,*
 - c. *A traffic hazard because it impairs the view of a public thoroughfare or otherwise makes use of the thoroughfare hazardous;*
 - e. *Weeds or grass more than ten (10) inches high;*
 - f. *Weeds or grass going to seed;*
 - g. *Noxious vegetation does not include agricultural crop grown on property zoned for agricultural purposes, unless that crop is a health, traffic or fire hazard.*
2. *Noxious vegetation is declared to be a nuisance.*

3. *Owner Responsibility. No owner or person in charge of property may allow noxious vegetation to be on the person's or her property or on the parking strip or sidewalk area abutting the property. It is the duty of an owner or person in charge of property to cut down or to destroy noxious vegetation.*
4. *Notice to Abate.*

Upon determination by the Authorized Representative or their designee that noxious vegetation exists on any property, the Authorized Representative shall cause a notice to be mailed to the owner of the property. At a minimum, the city shall utilize the records of the Polk County Assessor and the city utility department to determine the last known address.

- a. *The notice to abate shall contain:*
 - a. *A statement that noxious vegetation exists on the property;*
 - b. *A description of the real property, by street address or otherwise, on that or adjacent to that the noxious vegetation exists;*
 - c. *A direction to abate the noxious vegetation within seven (7) days from the date of the notice;*
 - d. *A statement that unless the vegetation is removed within seven days from the date of the letter the city will abate the nuisance and will charge the costs of abatement to the property owner;*
 - e. *A statement that the owner of the property may protest the abatement by giving notice to the Authorized Representative within five (5) days from the date of the notice.*

An error in the name or address of the owner of the property shall not make the notice void if the error was caused by the owner or person in charge of the property failing to notify the city of their correct name and address. (At a minimum, the city shall utilize the records of the Polk County Assessor and the city utility department to determine the last known address.)

Abatement by the Owner:

- a. *Within the time allowed in this section the owner of the property shall remove the noxious vegetation or show that no nuisance exists.*
- b. *The owner of property protesting that no noxious vegetation in fact exists shall file with the Authorized Representative a written statement that shall specify the basis for so protesting. Based upon a physical inspection of the property the Authorized Representative or designee shall make a written determination of whether or not the noxious vegetation exists. Should the Authorized Representative determine that the nuisance does exist, the owner or person in charge of the property may either abate the vegetation within five (5) days after notice of the Authorized Representative's decision or may appeal the decision to the City Council by filing a written notice of appeal with the City Recorder within five (5) days from the date of the decision. If the Council determines that noxious vegetation does in fact exist, the owner or person in charge of the property shall, within five (5) days after the council determination, abate the noxious vegetation.*

- a. *Abatement by the City.*

- a. *If the noxious vegetation has not been removed within the time permitted, the Authorized Representative shall cause the vegetation to be removed. The officer charged with abatement shall have the right to enter into or investigate or cause the removal of the noxious vegetation.*
 - a. *The cost of abatement shall be charged at actual costs incurred by the city, including but not limited to costs of removal of the noxious vegetation, administrative costs and certified or registered letter mailing costs.*

(f) Assessment of Costs. The Authorized Representative by registered or certified mail shall forward to the owner of the property a notice stating the total amount of the cost of abatement. At a minimum, the city shall utilize the records of the Polk County Assessor and the city utility department to determine the last known address.

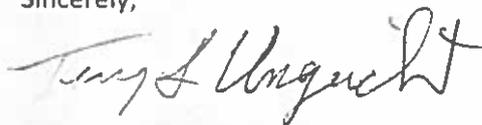
If the owner of the property does not pay the costs of the abatement within thirty (30) days from the date of the notice of costs, the city may take whatever lawful means available to collect the costs.

The condition in which the property at 513 Cameron Street has been found is in violation of the aforementioned codes, and must be brought into compliance.

City code allots the period of 7 days for the removal of noxious vegetation from a property found to be in violation of code. Please begin efforts to bring the property in question into compliance no later than August 14, 2015. Failure to comply with this request may result in separate legal action by the City of Falls City, which could include fines, penalties, and/or citation into municipal court.

Thank you for your cooperation in complying with city requirements. If you have any questions or concerns, please feel free to call City Hall at (503) 787-3631.

Sincerely,



Mayor Terry Ungricht
City of Falls City

CITY OF FALLS CITY

299 Mill Street, Falls City, OR 97344

CODE ENFORCEMENT INVESTIGATION REQUEST

Today's Date: July 7 & July 9, 2015

Optional:

Name of person filing Report: HOLST & KILL BOETTCHDTT

Address: 503 Cameron St

Phone Number: 787-4521 Cell Number _____

Resident: Non Resident:

Required:

Address of Violation(s): 513 CAMERON

Resident's Name(s): VACANT

Property Owner: See attached

Nearest Cross Street: _____

Details of complaint (be specific):

- Weeds are very high.
- High fire risk
- Requests enforcement letter sent to owner

Continue on back if additional space is required

Are there any known or suspected hazards at this location? Yes ___ No ___ Unknown ___
If YES, please identify hazard in detail:

FOR OFFICE USE ONLY

Received by: DYO Date: 7/7/2015

Investigation Processed By: _____ Completion Date _____



City of Falls City
299 Mill Street
Falls City, OR 97344
Voice (503) 787- 3631
Fax (503) 787- 3023
www.fallscityoregon.gov

(date)

(owner)
Falls City, OR 97344

RE: (address), Falls City OR 97344

Dear (owner):

It has been observed that multiple recreational vehicles are present on your property at (property), and that long term residency appears to be occurring in these recreational vehicles. Per Falls City ordinance, only one recreational vehicle is permitted to be stored on properties within city limits, and temporary residence within the single permitted recreational vehicle is limited to 30 days, after which a City Counsel-issued permit is required for ongoing temporary residency to occur.

Per City of Falls City Code of Ordinances -

§ 90.01 Section 14. NUISANCES AFFECTING THE PUBLIC HEALTH - No person may permit or cause a nuisance affecting public health. The following are nuisances affecting the public health and may be abated as provided in this Ordinance:

(2) Debris or multiple recreational vehicles stored on private property. Accumulations of debris, rubbish, manure, or other refuse located on private property not removed within fifteen (15) days, or storage of more than one (1) recreational vehicle on private property. (Ordinance 99-473, 10/25/1999)

Per City of Falls City Zoning and Development Ordinance -

• **2.200.05 USE OF RECREATIONAL VEHICLES AS GUEST QUARTERS -**

Usage of a Recreational Vehicle as temporary guest quarters in conjunction with a dwelling on the same lot shall be permitted providing such Recreational Vehicle remains dependent upon the primary dwelling for either, or both, kitchen and bathroom facilities and is not used for residential purposes. There shall be a time limit of 30 days for such usage, after which a temporary permit must be obtained for each succeeding 30-day period. A permit for the succeeding 30-day period(s) must be obtained by the 31st day. The City Council shall be notified prior to the issuance of the second temporary permit.

City code allots the time period of 14 days for the removal of the additional recreational vehicle. Therefore, please see to it that only one recreational vehicle remains on the property no later than February 7th, 2014.

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Additionally, if residency is to continue in the remaining recreational vehicle, please see to it that a permit request is submitted to City Hall no later than February 7th, 2014. The application form for ongoing temporary residency has been included with this letter. Failure to comply with this request will result in separate legal action by the City of Falls City, which will include fines, penalties, and/or citation into municipal court.

Thank you for your cooperation in complying with city requirements. If you have any questions or concerns, please feel free to contact me at (503) 787-3631. I would be happy to assist you.

Sincerely,

AGENDA REPORT

TO: MAYOR AND COUNCIL
FROM: DOMENICA PROTHEROE, CITY CLERK
SUBJECT: LEAK ADJUSTMENT REQUEST – IRVING
DATE: 08/06/2015

SUMMARY

Bill Irving requested a leak adjustment for the month of July 2015. Don Poe will give a verbal report on the leak. Public Works read the meter and reported that the leak appears to be fixed. The leak caused the water use to jump to 16,000 gallons in July amounting in a \$70.01 water charge.

Mr. Irving requested that Council waive the entire overage fee for the leak. The overage fee \$28.05.

Falls City's water ordinance requires all leak adjustment requests be presented to the Council. Staff has presented two leak adjustment options. One follows the Leak Adjustment Policy and the second considered the overage fee.

BACKGROUND

To date, we've tested two typical methods of leak adjustments. The first was where we adjusted a customer's bill to 1.5 times the average usage. The Public Works Committee thought the adjustments were too generous using this calculation. To address their concerns, the new trial adjustment calculation considers the 12-month average water charge including the month where the leak occurred.

The trial leak adjustment policy considers an adjustment to a single month water charge, in this case the July 2015 charge of \$70.01.

Average water bill amount over 12 months	\$ 45.57	
Multiply the average bill amount by 1.5 times	\$ 68.36	= Calculated base for adjustment
Actual water service charge for month of leak	\$70.01	
Subtracted by the calculated base for adjustment	\$68.36	
Credit Amount		\$ 2.65

PREVIOUS COUNCIL ACTION

The Council has not taken previous action on this request. Past leak requests have been evaluated on a case-by-case basis.

ALTERNATIVES/FINANCIAL IMPLICATIONS

The financial impact to the city would be a charge waiver of either \$ 2.65 or \$28.05.

STAFF RECOMMENDATION

N/A

EXHIBIT

N/A

PROPOSED MOTION

Motion if Council follows the Leak Adjustment Policy:

I move the City Council of the City of Falls City allow staff to issue refund in the form of a credit to the Irvin account at 98 N Main in the amount of \$ 2.65.

Motion if Council waives the July water overage charge:

I move the City Council of the City of Falls City allow staff to issue refund in the form of a credit to the Irvin account at 98 N Main in the amount of \$ 28.05.

Mayor Report for August Council Meeting

I met with a representative from Oregon Public Health Institute, the overseers of the HEAL grant, for an inspection of the stairway project. They were appreciative of the project and my help with hosting webinars for other States. We also had another volunteer step up to help with the finishing of the painting, we just need to dress up the sides for fall flower planting and we are done... yea.

I hope to have a start date for the new clerk by the meeting. We were lucky to have 14 applicants apply for the position; this gave us a lot of choices to narrow it down to the candidate we thought would be most beneficial to the office and the City.

Public Works was able to accomplish a long standing maintenance issue, the removal of the Perry Street Pump station. This has been a source of leakage for many years. They have also drawn up an estimate on replacing some of the boards on Dayton Street Bridge and I have ordered the wood, screws, and a drill for this project, should be around \$2200.00. This is just a band aide to get us through developing a plan to rebuild the walk way, it has reached its life expectancy. I am working on different ideas on securing funding or construction help with this project. I have also instructed Public Works to work with Domenica and provide a monthly report on leakage within the Water system. Last month looks like we had about an 18 percent loss, 18 percent is not to bad but we have been moving a lot of water and I expect the percentage to increase as we get back to normal usage. Most systems like to be around 10-15%.

Land Use Planning- 1) addition approved, 1) Manufactured home approved, 1) stick home approved, 3) utility encroachment permits approved, 1) lot line adjustment denied, 1) lot line adjustment active, and 5) potential developments being looked at. Thank you Domenica, she has really stepped up with this increased work load, along with all of her other duties.

I am attaching a Mileage reimbursement for myself and a bid we received on pressure washing the water storage tank on Valsetz Road. Public Works looked at performing the job in house, but with the rental of a lift, time set aside to perform work, supplies for cleaning it came in just below contracting the job out, so we decided to ask for approval on the bid.

MONTHLY EXPENSE REPORT

MAYOR UNGRICHT

07/07/2015: 31 Miles, Drive to Water Treatment Plant, Monmouth Bank.

07/08/2015: 58 Miles, Dallas General Rental Perry St pump station x2.
Monmouth Bank.

07/10/2015: 196 Miles, Portland to Xylem Water Solutions for sewer pump,
Salem to Ferguson Water Works for supplies.

07/13/2015: 25 Miles, Monmouth, Bank.

07/14/2015: 25 Miles, Monmouth, Bank.

07/15/2015: 56 Miles, Water Lab, Perry St. Sample

07/16/2015: 25 Miles, Monmouth, Bank.

07/20/2015: 25 Miles, Monmouth, Bank.

07/21/2015 25 miles, Monmouth, Bank.

07/28/2015 25 miles, Monmouth Bank.

07/29 – 07/30 144 miles, Travel to Newport, Oregon community college for
RCAC class.

Total 635 Miles at \$0.575 (IRS mileage rate) = \$365.00



LiquiVision DIVING

TECHNOLOGY SERVICES

Office/Mailing Address
711 Market Street
Klamath Falls, OR 97601

Phone: (800) 229-6959 Fax: (541) 883-1361
liquivision@divingservices.com
www.divingservices.com

Western Operations
835 Market Street
Klamath Falls, OR 97601

Don Poe
Falls City WD
299 Mill St
Falls City, OR 97344

7/28/2015
Wk: 503-797-3631
Fx: 503-787-3023
*OR20233-15r1T_

We are pleased to provide you the following firm quotation and outline of the conditions of our services.

Tank	Type	Dia or LxW (Feet)	Hgt (Feet)	Maximum Calculated Capacity (Gallons)	Surface Area (S.F.)	Price for Diver Inspection Only	Price for Exterior Power Wash	Price for Additional Sediment Per hour	
Mobilization Charge - Flat charge to mobilize and demobilize to your location.							\$450	\$375	
1 575 KG Tank	OG Welded	70	20	575,000	3,847				
Pressure Washer/Wand Rental									
Labor is charged at a 6 hour minimum. Estimating 6 hours.							\$2,600		
Customer will install tap on tank. Work is contingent on customer installing tap on tank before we visit.									
Subtotal							\$3,050		
Total							\$3,050		

*Plus sales tax if applicable

Scope of Work:

Exterior pressure washing

Our bids are based on a variety of factors that pertain to the length of time it takes to accomplish our work. The main consideration is the amount of sediment that has to be removed, **4" of normal sediment** is included in this bid.

Initials

Please initial the line items below to verify that you have reviewed them.

- _____ Entry hatch on top of the tank is at least 18" diameter (if divers cannot enter minimum charges will apply).
- _____ The water level is kept within ten (10) feet of the top of the tank.
- _____ Tank dimensions are correct.
- _____ Scope of work is correct.



LIQUIVISION TECHNOLOGY

711 Market Street
Klamath Falls, OR 97601
Phone: (541) 883-6473
Fax: (541) 883-1361

1. Placement and disposal of effluent removed from the tank is done at the direction of the Customer.
2. Quotes for cleaning assume that the sediment is normal material (such as silt, flocculated material, insects, manganese, rust, etc.) found in potable water tanks that is easily removed by our vacuum system. If the sediment is difficult to remove such as large amounts of concrete chips, gravel, sand, rocks, detached coating debris, etc, then our hourly rate shall apply for each hour (over the first hour) for removing this material.
3. Unless specified in quote detail we clean all submerged horizontal and angled berms or sloped surfaces 35 degrees or less. Surfaces exceeding this angle such as the walls can be cleaned but must be listed separately in the quote detail or estimated by the divers upon inspection. We do not clean surfaces that are out of the water.
4. If any information provided to us is incorrect or if any problems exist that inhibit our ability to complete the job on a timely schedule, then we will notify you of the problem and reserve the right to add on to the quote based on our estimate of the additional time it will take to complete the work. Charges for time delays are \$200 per hour. This paragraph only applies to any problems that are your responsibility (i.e. rescheduling with less than 2 business days notice, set up and start of work before cancellation, etc.) Charge for going remote (if required and not addressed in advance) is \$375 per hour.
5. For coating repair in steel tanks we use a two part underwater epoxy. Each rust nodule or area of coating defect is wire brushed to bare metal and epoxy is applied over the area. The epoxy chemically bonds to the steel, displaces water, and remains intact with a greater bond than the original coating. All of our repair, sealing and coating materials meet or exceed NSF 60 & 61 standards. Repairs are done at the districts direction for the rate of \$375 per hour and \$35 per tube of Manus or epoxy.
6. If dechlorination is required it will be charged at \$15.00 per hour. If filtration is required then the filter bags will be charged at \$200.00 per bag. Unless specified LVT does not remove the bags they become the districts responsibility to dispose of.
7. If payment is not made within sixty days of the date of the invoice, an interest charge of 3% shall begin to accrue each month on the unpaid balance. This interest will continue to accrue each month until the balance is paid in full. To avoid any interest charges, payment must be received or postmarked within the sixty days following the date of the invoice. Statements will be sent each month to reflect the new balance. Final pricing may be adjusted to reflect prevailing wage requirements if it is not determined before job outset.

Our cleaning procedure is accomplished utilizing our proprietary vacuum cleaner, the "LiquiVac™" (Patented). The LiquiVac™ pumps an average of 200 gallons per minute. It has a rotating soft bristle brush that scrubs the floor clean and removes all sediment without creating turbidity in your tank. This is the only way to ensure that all biofilm is removed from the interior surfaces without getting any of it mixed into the water column. This system also enables us to clean walls.

In a conscious effort to preserve our nations natural resources LVT will provide our reports to the district on USB flash drives. If you require a printed and bound copy of the reports please notify our office staff. There will be an additional fee of \$125 per copy.

In over 20 years of providing diving services we continue to treat every customer as if they were our only customer. We are dedicated to accomplishing every job with the utmost professionalism, safety and efficiency.

Please sign this quote and FAX both pages back to us with an approximate time frame of when you would like the work done. If you have any questions please give us a call. We look forward to working with you.

Quote is valid for 90 days. Upon signature the work shall be accomplished at a mutually acceptable date within one year.

Sincerely,

John N Bowers
Sales/Financial Mgr.

I find the above and preceding page of contingencies and procedures acceptable.	
Accepted by:	Date:
Signature:	Title:

55



LIQUIVISION TECHNOLOGY

711 Market Street
 Klamath Falls, OR 97601
 Phone: (541) 883-6473
 Fax: (541) 883-1381

Billing/Change Order/Estimate Form

Don Poe
 Falls City WD
 299 Mill St
 Falls City, OR 97344

7/28/2015
 Wk: 503-797-3631
 Fx: 503-787-3023
 *OR20233-15r1T_

Team Leader: _____
 Diver #2: _____

Diver #1: _____
 Diver #3: _____

Tank	Type	Dia. or LxW (Feet)	Hgt (Feet)	Maximum Calculated Capacity (Gallons)	Surface Area (S.F.)	Price for Diver Inspection Only	Price for 0 Exterior Power Wash	Date Work Done
Mobilization Charge - Flat charge to mobilize and demobilize to your location.								
1 575 KG Tank	OG Welded	70	20	575,000	3,847		\$450	
Pressure Washer/Wand Rental								
Labor is charged at a 6 hour minimum. Estimating 6 hours.								\$2,600
Customer will install tap on tank. Work is contingent on customer installing tap on tank before we visit.								
Subtotal								\$3,050
Total								\$3,050
*Plus sales tax if applicable								
Itemize work:				Time or Quantity:		Extended:		
Sales Tax if any:								
Total								
Authorization Signature: _____								
Estimation of cost for recommendations that LVT can perform.								
Recommendations:				Estimated Labor		Total Estimate		
Total								

Falls City Fire Department

April/May 2015

April Calls, 2015

- ❖ Medic - 8
- ❖ Fire - 1
- ❖ Rescue/MVA - 2
- ❖ Public Service - 0
- ❖ Drills - Fire - 4, Medic - 2
- Total number of SWF calls were (4)

***Number of Volunteers on the roster as of 04/30/15 - (37)*

F.C. Volunteer Association Points of Interest :

- *FC was able to recertify 6 EMT/Paramedics for 2 years under this cycles' grant which saved the department appx. \$500.00 each*
- *We also changed from EPI pens to premade kits for anaphalaxis management due to cost issues. This will save the department 800s annually.*
- *Falls City Community night brought out a large number of sponsors, community and fun 4/28/15. Raffles, dinner, and photos were the focus of the evening.*

May Calls, 2015

- ❖ Medic - 5
- ❖ Fire - 1
- ❖ Rescue/MVA - 1
- ❖ Public Service - 0
- ❖ Drills - Fire - 4, Medic - 2

- Total number of SWF calls were (5)

****Number of Volunteers on the roster as of 05/31/15 - (37)**

F.C. Volunteer Association Points of Interest :

- FC fire members visited AG West this month for a pre-plan walk through, as well as a visit with forestry for wildland prep.
- The Fourth of July raffle kicked off last week to raise money for the show. Tickets are \$20 and the prize is \$1000p
-

Falls City Fire Department

June 2015

June Calls, 2015

- ❖ *Medic - 9*
- ❖ *Fire - 4*
- ❖ *Rescue/MVA - 1*
- ❖ *Public Service - 2*
- ❖ *Drills - Fire - 4, Medic - 2*
- Total number of SWF calls were (4)

***Number of Volunteers on the roster as of 04/30/15 - (37)*

F.C. Volunteer Association Points of Interest :

- *On 6/9/15 Falls City FD received notice that it had gotten the VFA grant that was submitted in April. The award will go to replace wildland tools and hose for its city engine and tender.*
- *New Class 'B' uniform shirts, badges, and name tags have been purchased through the volunteer association for each of its members. Monies were raised through projects to achieve this goal, and all members joined in the effort to make it happen.*
- *Election of officers took place, with all officers remaining unanimously.*

Falls City Fire Department

July 2015

July Calls, 2015

- ❖ Medic - 11
- ❖ Fire - 5
- ❖ Rescue/MVA - 1
- ❖ Public Service - 0
- ❖ Drills - Fire - 4, Medic - 2
- Total number of SWF calls were (7)

****Number of Volunteers on the roster as of 07 /30/15 - (37)**

F.C. Volunteer Association Points of Interest :

- 7/3/15 - Falls City FD received the first place award in the annual parade and then put on a great fireworks show!
- 7/4/15 - FCFD did the honors in Dallas @ LaCreole middle school, shooting their second annual fireworks show.
- E123 is back in service for Falls City as a second engine!
- 7/12/15 - Cycle Oregon came through Falls City; over 1000 cyclists toured our city and FCFD served 875 sandwich lunches to the riders. Proceeds benefitted FC volunteer association; new Class 'B' uniform shirts, badges, and name tags were purchased through the volunteer association for each of its members.
- 7/23/15 - 3 FCFD members did a public service class at the Wagner Library for 25 kids and chaperones. Each child received a goody bag with informational materials, crayons, coloring books and fire hats. They were able to look at different types of fire PPE and even squirt water!
- 7/24/15 - Big grass fire on Ohms Rd. in Monmouth. FCFD took E121 and T124 with full crews and worked until after 11p.
- Received VFA grant reward papers to begin purchasing process to replace wildland equipment.
- 7/25/15 - Summerfest parade went well, everyone had a good time and FCFD was able to generate some great community support from the fans.

July 2015 Public Works Staff Report

Thus 2, Weather getting very hot, water consumption in town and for Luckaimute on the rise. Did water and sewer samples. More prep for the 3rd of July.

Fri 3, 3rd of July stuff.

Sat 4, and Sun 5, Routine water and sewer.

Mon 6, Holiday, routine water and sewer. Pick up trash cans in parks.

Tues 7, Prep for abandonment of Parry Street Pump House.

Wed 8, Prep on Parry.

Thurs 9, Parry Street, chlorine delivery, WTP.

Fri 10, Maintenance in parks. Spray and weed eat WWTP and Lift Station on Fair Oaks.

Sat 11, and Sun 12, Routine water and sewer.

Mon 13, Hand out notices for Parry Street water main shut down.

Tues 14, Abandoned pump station.

Wed 15, Clean up on Parry. Pulled water sample, compacting road

Thurs 16, Deliver shut off notices, water sample came back good on Parry St. lifted boil water notice.

Fri 17, Weyhaeuser, did dust control on Mitchell Street. Park maintenance, pump bells up at WWTP dosing tank,

Sat 18, Routine water and sewer. Restrooms maintenance Upper Park.

Sun 19, Routine water and sewer.

Mon 20, Calls, for public works projects, paper work WTP.

Tues 21, Filling, water and sewer papers.

Wed 22, Did ROW encroachment permit, on Carey Court. Physical shut offs.

Thurs 23, Meter reading.

Fri 24, Finish meters, rereads, high consumption.

Sat 25, Sun 26, Routine water and sewer.

Mon 27, Dayton footbridge is in need of repair, ordering material.

Tues 28, Working in City Parks, for up coming events.

Wed 29, Water consumption is very high, checking Luckiamunte vaults, they are using a lot of water.

Thurs 30, Mowed Upper and Lower Cemetery, and Upper Park.

Fri 31, Upper Park, preparation for coming events. End of month water and sewer reports.