



Notice of Public Works Committee Meeting

AGENDA

PUBLIC WORKS COMMITTEE - CITY OF FALLS CITY, OREGON



Meeting Location: 320 N Main Street, Falls City
Meeting Date: Thursday, May 23, 2019 6:00 PM
Posted on May 20, 2019

1. Call to order

Roll Call: Chair Jennifer Drill ____ Jeff Propp ____ Mike McConnell ____ Guy Mack ____
Tony Meier ____ Cliff Lauder ____ Gordon Hanson ____

2. Pledge of Allegiance

3. Motion to adopt the entire agenda

4. Consent Agenda: Motion Action Approving Consent Agenda Items

- A. Public Works Committee Meeting Minutes March 21, 2019 (p. 1-2)
- B. Public Works Committee Meeting Minutes April 25, 2019 (p. 3)

5. Public Comments: Citizens may address the Committee or introduce items for Committee consideration on any matters. The Committee 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 Committee and others in attendance, please limit your comment to five (5) minutes. Please state your name and city of residence for the record.

6. Old Business

None

7. New Business

- a. Memorandum- Lagoon Opposition Terry Jordan, Polk County Resident (p.4)
- b. Shared Sewer Tanks (p. 5-17)
- c. West Coast Cross Connections Contract (p.18)
- d. Event Volunteer Recruitment Needed (p. 19-30)

8. Correspondence, Comments and Ex-Officio Reports

9. Adjourn

City of Falls City
Public Works Committee Meeting
Thursday March 21, 2019, 6:00 p.m.
Meeting Location: 320 N Main Street, Falls City, OR 97344

Committee Members Present

Tony Meier, Mayor Gordon, Gordon Hanson, Guy Mack.

Temporary Chair Mayor Gordon called the meeting to order at 6:03 PM

1) Call to Order

Temporary Chair Mayor Gordon took roll call. Committee Members Drill, McConnell, Lauder absent. New Committee Member Gordon Hanson was introduced and welcomed by PWC.

2) Pledge of Allegiance

No Pledge of Allegiance.

3) Motion to Adopt the entire agenda

A motion was made by Committee Member Meier and seconded by Committee Member Mack to adopt the entire agenda. Motion carried 4-0-0 Ayes. Tony Meier, Mayor Gordon, Gordon Hanson, Guy Mack.

4) Consent Agenda: Motion Action Approving Consent Agenda Items

A. Public Works Committee Minutes February 21, 2019

A motion was made by Committee Member Meier and seconded by Committee Member Hanson approving Consent Agenda item A. Motion carried 4-0-0 Ayes. Tony Meier, Mayor Gordon, Gordon Hanson, Guy Mack.

5) Public Comments

None

6) Old Business

A. Master Water Plan Round Table Discussion with Don Poe, Public Works Supervisor.

7) New Business

A. Leak Detection Survey Estimates. After general discussion:

A motion was made by Committee Mayor Gordon moved and Committee Member Meier seconded that: PWC recommend to City Council that they accept estimate from Dan's Leak Detection LLC of Salem, OR for an entire sonic survey of the complete water system to determine any and all unaccounted for water loss upon further reference checks and other due diligence. Motion carried 4-0-0 Ayes. Tony Meier, Mayor Gordon, Gordon Hanson, Guy Mack.

B. Public Works Committee Meeting Date Change - Verbal Chair Drill. Committee Member Meier informed Committee that Chair Drill requested that the PWC meeting be changed to the fourth (4th) Thursday of each month at 6:00PM.

A motion was made by Committee Member Meier moved and Mayor Gordon seconded that the PWC Meeting be moved to the fourth (4th) Thursday of each month at 6:00 PM. Motion carried 4-0-0. Tony Meier, Mayor Gordon, Gordon Hanson, Guy Mack.

8) Correspondence, Comments and Ex-Officio Reports

A. Next Public Works Committee Meeting will be held April 25, 2019, 6:00 pm, if needed.

101

B. Member Committee Member Mack mentioned parking on right of way in the 700 block of Parry Road. Mayor Gordon informed Committee that the Compliance Officer has taken action and the situation is being addressed.

9) Adjourn

A motion was made by Mayor Gordon and seconded by Committee Member Mack to adjourn the meeting. Motion carried 4-0-0. Ayes: Mayor Gordon, Tony Meier, Gordon Hanson, Guy Mack.

The meeting was adjourned at 6:37 PM.

_____ Public Works Committee Chair Drill

Attested: _____ Public Works Committee Member

P2

City of Falls City
Public Works Committee Meeting Minutes
Thursday April 25, 2018 6:00 PM
Meeting Location: 320 N Main Street, Falls City

Committee Members Present:

Staff Present: None

- 1) **Roll Call**
Meeting canceled.

- 2) **Committee Announcements, Comments and Ex-Officio Reports**

Next Public Works Committee meeting: Thursday May 23, 2019 at 6:00 PM.

_____PW Committee Chair Drill

Attested: _____PW Committee Member

103



City of Falls City
Falls City, OR 97344
299 Mill Street
Phone: 503.787.3631
jbirr@fallscityoregon.gov

MEMORANDUM

TO: Public Works Committee

FROM: City Clerk, JoHanna Birr

DATE: April 17, 2019

RE: Wastewater Project Opposition

Dear Committee,

Staff would like Committee to be aware of a hostile encounter April 16, 2019 at City Hall by county resident, Terry Jordan accompanied by his wife, Lisa.

The couple is livid in regards to the future land acquisition for the Wastewater lagoon. The resident stated he didn't want to live near or smell "Sh**". He also verbally expressed hatred for the current landowner of the proposed site, D. Franko Contracting.

Mr. Jordan's demeanor was extremely belligerent to Clerk's as well as the City Manager. He refused to set a meeting to discuss the project and his concerns or to hear a reply from the City Manager.

Mr. Jordan refused to leave the building when asked to do so. Finally, upon exiting, he threatened the City with a law suit should the lagoon be put in.

JoHanna Birr
City Clerk

104

AGENDA REPORT

TO: PUBLIC WORKS COMMITTEE
FROM: JoHanna Birr, City Clerk
SUBJECT: SHARED SEWER TANKS
DATE: 4/8/2019

SUMMARY

I has come to staff's attention of the need for a fairer user based sewer rate. This is related directly to sewer pumping costs especially on shared tanks. One user may dominate the wastewater with multiple household users while, another user has very little usage and pays the same flat rate of \$46.00. Commercial businesses pay the same as residential users but attract a higher volume of users adding burden to the system.

Sewer rates range widely among utilities and depend on numerous factors, including economies of scale, access to loans and other factors listed above. In most cases, the cost for processing wastewater have outpaced the cost for processing drinking water. Some providers charge a flat rate per residential/commercial customer while, other's choose a metered or volumetric option. With most sewer utilities, the majority of costs including the costs of wastewater collection and treatment, do not vary appreciably over time. Any variable costs would likely be minimal. In most cases involving metered wastewater rates, a large portion of the bill is set at a consistent, flat amount.

The City of Charleston, South Carolina states on its website that a customer's sewer bill is based on water use, as much of the water ends up flowing into the sewer system. Their sewer bill includes: Minimum Bill + Volume Charge = Sewer Bill. Falls City charges for water this way. All customers' pay the minimum flat rate. They have also determined that for residential customers without a separate irrigation meter the billable sewer is 95% of water consumption. All other classes are billed for sewer based on 100% of water use.

BACKGROUND

Beginning August 2016, staff worked together to collect the spreadsheets, handwritten lists, and the list of sewer tanks contained in the Wastewater Facility Plan as well as consulting maps and confirming with Public Works on errors or updates. The different lists were reconciled and the Utility Billing system was updated to include all known activities for sewer tank pumping. In addition, work order codes were created and used to document which service addresses had a sewer tanks and which shared a sewer tank.

In the past, there were several methods used to track sewer pumping, none of which held all the information needed; spreadsheets were maintained by the past Finance Director, a handwritten list is maintained by Public Works, and over the last eight years the City Clerk entered sewer tank pumping Work Orders in the CUSI Utility Billing Software using information listed on King's Pumping Invoices.

Staff decided to use CUSI Utility Billing Software to track sewer tank actions. The Utility Billing Software will serve as the "book of record" for the recent history of sewer tank services. Having recent sewer tanks actions entered into the Utility Billing Software will provide the option of reporting at the press of a button. Utility Billing Software reports for sewer tank actions are used by to staff evaluate compliance with the Falls City DEQ National Pollutant Discharge Elimination System (NPDES) Waste Discharge

PS

Permit, improve compliance with the NPDES Permit, and allow staff to prepare fiscal year budgets for sewer tank pumping and maintenance going forward. Establishing a sewer tank pumping and maintenance schedule, supported by a sound fiscal year budget, is most prudent and economical to save the aged and failing sewer collection system from undo stress.

Falls City is required to comply with DEQ NPDES Permit (#101808). Maintenance activities include:

The permittee shall implement preventative maintenance practices or corrections in accordance with the following time schedule:

1. *All septic tanks connected to the City's wastewater collection system are to be inspected and tested for depth of sludge and scum every two years,*
2. *Pump residential septic tanks either when sludge and scum volume exceeds 25% of the liquid capacity of the tanks or every five years, whichever is less; commercial septic tanks either when sludge and scum volume exceeds 25% of the liquid capacity of the tanks or every four years, whichever is less.*
3. *Clean pump screens when 25% of the screen surface area becomes clogged.*
4. *Pump solids from each recirculation tank a minimum of once every five years*

PREVIOUS COMMITTEE ACTION N/A

STAFF RECOMMENDATION N/A

EXHIBIT

Exhibit A – Shared Sewer Tanks Audit- 2015
Exhibit B – 5 year Sewer Tank Pump Report- 2018

PROPOSED MOTION N/A

P6

La

Fanks- Known Users

Location	Septic Tank Size	Comments
1st 150	1000	
1st 153	1000	
2nd 250	1000	
2nd 253	1000	
3rd 111	1000	PW - report 407/409 N Main share-2018
3rd 154	1000	
3rd 153/159	1250	
3rd 161/404 N Main	1250	
1st 162	1000	
1st 169	1000	
5th 260	1000	
5th 465/371	1250	
5th 475	1000	
5th 496	1000	
5th 498	1000	
5th 551	1000	
5th 555	1500	
5th 580	1000	
5th 268/556 Mitchell	1250	
5th 390	1500	
Alan 370	1000	
Alan 390	1000	
Alan 400	1500	
Alan 677	1000	
Allder 379	1000	
Allder 390	1000	
Allder 455/661 Bryant	1250	
Allder 589	1000	
Allder 394	1500	

	480/452 Fairoaks	1250	480 Hist. Acct./Vacant lot	
Alder	480/452 Fairoaks	1250	480 Hist. Acct./Vacant lot	
Alder	570	1000		
Alder	398	1000		
Boundary	380	1000		
Boundary	381	1000		
Boundary	85	1000		
Boundary	88	1000		
Bridge	150	1000		
Bridge	141	1000		
Bridge	112	1000		
Bridge	221	1000		
Bridge	134	1000		
Bridge	285	1000		
Bridge	285	1000		
Bridge	575	1500		
Bridge	575	1500		
Bridge	676	1000		
Bridge	559	1500		
Bridge	560	1000		
Bridge	561	1000		
Bridge	564	1000		
Bridge	672	1000		
Bridge	673	1000		
Bridge	676	1000		
Bridge	671	1000		
Bridge	669	1000		
Bridge	135/137	1500		
Bridge	132/134	1500		
Bridge	131/Vlot	1500		
Bridge	136/Vlot	1500		
Bridge	166/180	1250		
Bridge	156	1000		
Bridge	171	1000		
Bridge	159/163	1250		
Bridge	166	1000		

52

Ellis	167/169/171	1250		
Fair Oaks	258	1000		
Fair Oaks	197	1000		
Fair Oaks	381/234 Prospect	1000		
Fair Oaks	271	1000		
Fair Oaks	390/368	1250		
Fair Oaks	290/490 Wood	1250		
Fair Oaks	494	1000		
Fair Oaks	360/364	1250		
Fair Oaks	280	1000		
Fair Oaks	281	1000		
Fair Oaks	496	1000		
Fair Oaks	498	1000		
Fair Oaks	368/390	1250		
Hopkins	513	1000		
Hopkins	520	1500		
Hopkins	521	1000		
Will	273	1000		
Will	279/299	1250		
Witchell	405	3000		
Witchell	670	1000		Splex
Witchell	554	1000		
Witchell	557	1000		
Witchell	558	1000		
Montgomery	101	1500		
Montgomery	130	1000		
J Main	72	1000		
J Main	212/216	1250		
J Main	217	1000		
J Main	242	1000		
J Main	318/320	1250		
J Main	321	1000		
J Main	319	1000		

010

N Main	420/418a/418b	1250		
N Main	303	1000		
N Main	108/118	1250		
N Main	304/306	1250		
N Main	79	1000		
N Main	80	1500		
N Main	85	1000		
N Main	401	1000		
N Main	93	1000		
N Main	422	1500		
N Main	407/409	1250	shared with 111 3rd. Not hooked	
N Main	205	1000	to own tank. 9/11/2018	
N Main	281/285	1250		
N Main	404/161 3rd	1250		
N Main	98/86	1250		
N Main	86/98	1250		
N Main	284	1000		
N Main	314	1000		
N Main -High school	111	3000		
Narry	123	1000		
Narry	211	1000		
Nine	256	1000		
Nine	456	1000		
Nine	199	1000		
Nine	476	1000		
Nine	485/495	1250		
Nine	61	1000		
Nine	65	1000		
Nine	68	1000		
Nine	77	1000		
Nine	235	1500		
Nine	486	1000		
Nine	479	1000		

Prospect	90	1000		
Prospect	100	1000		
Prospect	461	1000		
Prospect/Grade School	177	3000		
Prospect	471	1000		
Prospect	240	1000		
Prospect	120	1000		
Prospect	10	1000		
Prospect	32	1000		
Prospect	36	1000		
Prospect	26	1000		
Prospect	110	1000		
Prospect	130	1000		
Prospect	246	1000		
Prospect	260	1000		
Prospect	288	1500		
Prospect	280	1500		
Prospect	360	1000		
Prospect	380	1000		
Prospect	383	1000		
Prospect	220	1000		
Prospect	34	1000		
Prospect	26	1000		
Prospect	445	1000		
Prospect	435	1000		
Prospect	439	1000		
Prospect	390	1000		
Prospect	560	1000		
Prospect	580	1000		
Prospect	592	1000		

City of Falls City

Work Order

04/09/2015 - 04/09/2019
Sorted by Account Number

Location No	Account No	Customer's Name	Service Address	Route			
Service	Code	Description	Number	Worker	Entered By	Issue Date	Completion
101	100		299 MILL ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002499		JOH	05/15/2017	05/11/2017
143	1003		273 MILL ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002498		JOH	05/15/2017	05/11/2017
SEWER	STP	SEWER TANK PUMPED	000000002954		RMI	10/08/2018	10/08/2018
593	1021		161 3RD ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002547		JOH	07/17/2017	07/13/2017
SEWER	STP	SEWER TANK PUMPED	000000002745		JOH	02/12/2018	02/08/2018
SEWER	STP	SEWER TANK PUMPED	000000002868		JOH	07/30/2018	07/30/2018
SEWER	STP	SEWER TANK PUMPED	000000003123		JLW	04/08/2019	04/03/2019
437	1028		256 PINE ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002944		RMI	09/28/2018	09/28/2018
704	1035		301 MITCHELL ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000003016		JOH	11/29/2018	12/07/2018
284	1048		371 5TH ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002906		JOH	08/30/2018	08/24/2018
315	1062		253 2ND ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002971		JOH	10/15/2018	11/30/2018
461	1064		217 N MAIN ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000003122		JLW	04/08/2019	03/28/2019
579	1076		380 S MAIN ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002910		JOH	08/30/2018	08/27/2018
248	1083		153 3RD ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000003053		RMI	01/04/2019	01/04/2019
702	1088		555 5TH ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002939		RMI	09/24/2018	09/24/2018
376	1097		197 FAIROAKS ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002964		JOH	10/15/2018	11/30/2018
185	114		661 BRYANT ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002513		JOH	05/22/2017	05/19/2017
126	119		112 BRIDGE ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002960		JOH	10/15/2018	11/30/2018
144	133		564 BRYANT ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000003025		JOH	11/29/2018	12/18/2018
146	135		108 N MAIN ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000001911		DP	11/12/2015	11/13/2015
SEWER	STP	SEWER TANK PUMPED	000000002438		JOH	03/09/2017	03/09/2017
156	144		496 FAIROAKS ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002172		JOH	02/24/2016	03/02/2016
175	162		672 BRYANT ST			NONE	
04/09/2019 09:54:25 AM			Work Order List				1

City of Falls City

Work Order

04/09/2015 - 04/09/2019
Sorted by Account Number

Location No Account No Customer's Name Service Address Route

012

Service	Code	Description	Number	Worker	Entered By	Issue Date	Completion
SEWER	STP	SEWER TANK PUMPED	000000002953		RMI	10/08/2018	10/08/2018
SEWER	STP	SEWER TANK PUMPED	000000002955		RMI	10/08/2018	10/08/2018
177	164		455 ALDER ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002072		JOH	02/04/2016	12/09/2015
SEWER	STP	SEWER TANK PUMPED	000000002073		JOH	02/04/2016	06/16/2015
SEWER	STP	SEWER TANK PUMPED	000000002074		JOH	02/04/2016	12/15/2015
SEWER	STP	SEWER TANK PUMPED	000000002514		JOH	05/22/2017	05/19/2017
184	171		162 4TH ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002937		RMI	09/24/2018	09/24/2018
203	190		560 WOOD ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002323		JOH	09/02/2016	09/02/2016
207	194		221 BRIDGE ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000003013		JOH	11/29/2018	12/07/2018
233	222		171 ELLIS ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002554		JOH	07/17/2017	07/12/2017
SEWER	STP	SEWER TANK PUMPED	000000002874		JOH	08/03/2018	07/31/2018
238	225		364 FAIROAKS ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002165		JOH	02/24/2016	02/29/2016
250	237		676 BRYANT ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000001863		JOH	09/03/2015	09/03/2015
266	254		285 N MAIN ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002671		JOH	11/09/2017	11/09/2017
SEWER	STP	SEWER TANK PUMPED	000000003020		JOH	11/29/2018	12/05/2018
272	260		560 BRYANT ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002943		RMI	09/28/2018	09/28/2018
274	262		390 ALAN ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002170		JOH	02/24/2016	03/02/2016
SEWER	STP	SEWER TANK PUMPED	000000003017		JOH	11/29/2018	12/05/2018
276	264		390 ALDER ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000003024		JOH	11/29/2018	12/05/2018
284	272		371 5TH ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000001868		JOH	09/03/2015	09/03/2015
309	295		381 BOUNDARY ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002936		RMI	09/24/2018	09/24/2018
311	297		580 5TH ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002938		RMI	09/24/2018	09/24/2018
321	307		159 DAYTON ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002433		JOH	03/09/2017	03/08/2017
326	312		379 ALDER ST			NONE	
SEWER	STP	SEWER TANK PUMPED	000000002004		JOH	02/03/2016	12/01/2015

04/09/2019 09:54:25 AM

Work Order List

City of Falls City

Work Order

04/09/2015 - 04/09/2019
Sorted by Account Number

Location No	Account No	Customer's Name	Service Address	Route	Service	Code	Description	Number	Worker	Entered By	Issue Date	Completion
					SEWER	STP	SEWER TANK PUMPED	000000002174		JOH	02/24/2016	03/02/2016
					SEWER	STP	SEWER TANK PUMPED	000000002825		JOH	05/31/2018	05/23/2018
327	313		98 N MAIN ST								NONE	
SEWER	STP	SEWER TANK PUMPED	000000002441		JOH	03/09/2017	03/09/2017					
SEWER	STP	SEWER TANK PUMPED	000000003029		JOH	12/10/2018	12/05/2018					
330	316		670 MITCHELL ST								NONE	
SEWER	STP	SEWER TANK PUMPED	000000001969		JOH	01/28/2016	01/28/2016					
SEWER	STP	SEWER TANK PUMPED	000000003015		JOH	11/29/2018	12/05/2018					

P13

332	318		521 HOPKINS ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002244	DP	05/02/2016	05/02/2016
339	325		452 FAIROAKS ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002167	JOH	02/24/2016	02/29/2016
351	336		271 FAIROAKS ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002166	JOH	02/24/2016	02/29/2016
360	345		570 ALDER ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002575	JOH	08/02/2017	08/04/2017
364	349		490 WOOD ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002965	JOH	10/15/2018	11/30/2018
368	353		199 PINE ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002935	RMI	09/24/2018	09/24/2018
381	366		86 N MAIN ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002440	JOH	03/09/2017	03/09/2017
SEWER	STP	SEWER TANK PUMPED	000000003018	JOH	11/29/2018	12/05/2018
612	372		279 MILL ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002500	JOH	05/15/2017	05/11/2017
395	380		580 WOOD ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002930	RMI	09/24/2018	09/24/2018
401	387		460 MITCHELL ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000001806	DP	08/17/2015	06/18/2015
SEWER	STP	SEWER TANK PUMPED	000000002340	JOH	09/29/2016	09/29/2016
SEWER	STP	SEWER TANK PUMPED	000000002639	JOH	10/05/2017	10/02/2017
SEWER	STP	SEWER TANK PUMPED	000000002865	JOH	07/30/2018	07/27/2018
421	405		475 5TH ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000001866	JOH	09/03/2015	09/03/2015
423	407		258 FAIROAKS ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002824	JOH	05/31/2018	05/23/2018
438	421		118 N MAIN ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000002050	JOH	02/04/2016	10/01/2015
SEWER	STP	SEWER TANK PUMPED	000000002047	JOH	02/04/2016	06/01/2018
SEWER	STP	SEWER TANK PUMPED	000000002439	JOH	03/09/2017	03/09/2017

04/09/2019 09:54:26 AM

Work Order List

3

City of Falls City

Work Order

04/09/2015 - 04/09/2019
Sorted by Account Number

Location No	Account No	Customer's Name	Service Address	Route			
Service	Code	Description	Number	Worker	Entered By	Issue Date	Completion
613	422		79 N MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002574	JOH	08/02/2017	08/02/2017	
440	423		281 N MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000003030	JOH	12/10/2018	12/05/2018	
447	428		404 N MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000001823	JOH	08/17/2015	08/17/2015	
SEWER	STP	SEWER TANK PUMPED	000000001811	JOH	08/17/2015	06/16/2015	
SEWER	STP	SEWER TANK PUMPED	000000001947	JOH	01/04/2016	01/04/2016	
SEWER	STP	SEWER TANK PUMPED	000000002548	JOH	07/17/2017	07/13/2017	
SEWER	STP	SEWER TANK PUMPED	000000002746	JOH	02/12/2018	02/08/2018	
SEWER	STP	SEWER TANK PUMPED	000000002867	JOH	07/30/2018	07/30/2018	
452	433		166 DAYTON ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002435	JOH	03/09/2017	03/08/2017	
461	442		217 N MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002437	JOH	03/09/2017	03/09/2017	
466	447		32 S MAIN ST	NONE			

014

SEWER	STP	SEWER TANK PUMPED	00000002970	JOH	10/15/2018	11/30/2018
468	449		495 PROSPECT ST	NONE		
SEWER	STP	SEWER TANK PUMPED	00000002934	RMI	09/24/2018	09/24/2018
163	450		250 2ND ST	NONE		
SEWER	STP	SEWER TANK PUMPED	00000002945	RMI	09/28/2018	09/28/2018
474	454		134 BRIDGE ST	NONE		
SEWER	STP	SEWER TANK PUMPED	00000002961	JOH	10/15/2018	11/30/2018
475	455		167 ELLIS ST	NONE		
SEWER	STP	SEWER TANK PUMPED	00000002552	JOH	07/17/2017	07/13/2017
SEWER	STP	SEWER TANK PUMPED	00000002872	JOH	08/03/2018	07/31/2018
482	462		111 3RD ST	NONE		
SEWER	STP	SEWER TANK PUMPED	00000001814	JOH	08/17/2015	06/16/2015
SEWER	STP	SEWER TANK PUMPED	00000002823	JOH	05/31/2018	05/23/2018
535	496		465 5TH ST	NONE		
SEWER	STP	SEWER TANK PUMPED	00000001867	JOH	09/03/2015	09/03/2015
SEWER	STP	SEWER TANK PUMPED	00000002907	JOH	08/30/2018	08/24/2018
536	497		77 PROSPECT ST	NONE		
SEWER	STP	SEWER TANK PUMPED	00000002968	JOH	10/15/2018	11/30/2018
554	502		494 FAIROAKS ST	NONE		
SEWER	STP	SEWER TANK PUMPED	00000002173	JOH	02/24/2016	02/29/2016
577	514		589 ALDER ST	NONE		
SEWER	STP	SEWER TANK PUMPED	00000002169	JOH	02/24/2016	03/02/2016
607	534		551 5TH ST	NONE		
SEWER	STP	SEWER TANK PUMPED	00000001865	JOH	09/03/2015	09/03/2015
SEWER	STP	SEWER TANK PUMPED	00000003022	JOH	11/29/2018	12/05/2018

04/09/2019 09:54:26 AM

Work Order List

4

City of Falls City
Work Order

04/09/2015 - 04/09/2019
Sorted by Account Number

Location No	Account No	Customer's Name	Service Address	Route			
Service	Code	Description	Number	Worker	Entered By	Issue Date	Completion
631	557		479 PROSPECT ST	NONE			
SEWER	STP	SEWER TANK PUMPED	00000002932	RMI		09/24/2018	09/24/2018
632	558		471 PROSPECT ST	NONE			
SEWER	STP	SEWER TANK PUMPED	00000002969	JOH		10/15/2018	11/30/2018
649	574		150 BRIDGE ST	NONE			
SEWER	STP	SEWER TANK PUMPED	00000001968	JOH		01/28/2016	01/28/2016
655	580		320 N MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	00000001807	JOH		08/17/2015	06/16/2015
SEWER	STP	SEWER TANK PUMPED	00000001944	JOH		01/04/2016	01/04/2016
SEWER	STP	SEWER TANK PUMPED	00000002563	JOH		07/24/2017	07/19/2017
SEWER	STP	SEWER TANK PUMPED	00000002715	JOH		12/26/2017	12/21/2017
SEWER	STP	SEWER TANK PUMPED	00000002822	JOH		05/31/2018	05/23/2018
SEWER	STP	SEWER TANK PUMPED	00000003121	JLW		04/08/2019	03/28/2019
657	582		177 PROSPECT ST	NONE			
SEWER	STP	SEWER TANK PUMPED	00000001816	JOH		08/17/2015	06/16/2015
SEWER	STP	SEWER TANK PUMPED	00000002320	JOH		08/31/2016	08/23/2016
SEWER	STP	SEWER TANK PUMPED	00000002578	JOH		08/07/2017	08/04/2017
SEWER	STP	SEWER TANK PUMPED	00000002871	JOH		08/03/2018	07/31/2018
660	584		111 N MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	00000001815	JOH		08/17/2015	06/16/2015
SEWER	STP	SEWER TANK PUMPED	00000002319	JOH		08/31/2016	08/23/2016
SEWER	STP	SEWER TANK PUMPED	00000002559	JOH		07/20/2017	07/18/2017
SEWER	STP	SEWER TANK PUMPED	00000002870	JOH		08/03/2018	07/31/2018
373	586		669 BRYANT ST	NONE			

P15

SEWER	STP	SEWER TANK PUMPED	000000003026	JOH	11/29/2018	12/18/2018
593	599		161 3RD ST		NONE	
SEWER	STP	SEWER TANK PUMPED	000000001822	JOH	08/17/2015	08/17/2015
SEWER	STP	SEWER TANK PUMPED	000000001809	JOH	08/17/2015	06/16/2015
SEWER	STP	SEWER TANK PUMPED	000000001946	JOH	01/04/2016	01/04/2016
661	602		93 N MAIN ST		NONE	
SEWER	STP	SEWER TANK PUMPED	000000002577	JOH	08/07/2017	08/04/2017
672	607		131 CAREY CT		NONE	
SEWER	STP	SEWER TANK PUMPED	000000002908	JOH	08/30/2018	08/04/2018
684	625		136 CAREY CT		NONE	
SEWER	STP	SEWER TANK PUMPED	000000001921	JOH	12/08/2015	12/10/2015
686	631		135 CAREY CT		NONE	
SEWER	STP	SEWER TANK PUMPED	000000001812	JOH	08/17/2015	08/17/2015
341	640		130 MONTGOMERY ST		NONE	
SEWER	STP	SEWER TANK PUMPED	000000001975	JOH	01/28/2016	09/16/2015
150	653		88 BOUNDARY ST		NONE	
SEWER	STP	SEWER TANK PUMPED	000000002959	JOH	10/15/2018	11/30/2018
04/09/2019 09:54:26 AM			Work Order List			5

City of Falls City
Work Order

04/09/2015 - 04/09/2019
Sorted by Account Number

Location No	Account No	Customer's Name	Service Address	Route			
Service	Code	Description	Number	Worker	Entered By	Issue Date	Completion
455	658		485 PROSPECT ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000002933	RMI		09/24/2018	09/24/2018
634	667		154 3RD ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000002501	JOH		05/15/2017	05/11/2017
693	676		137 CAREY CT		NONE		
SEWER	STP	SEWER TANK PUMPED	000000001813	JOH		08/17/2015	06/16/2015
SEWER	STP	SEWER TANK PUMPED	000000002551	JOH		07/17/2017	07/13/2017
489	683		36 S MAIN ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000002909	JOH		08/30/2018	08/27/2018
235	697		420 N MAIN ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000001948	JOH		01/04/2016	01/04/2016
SEWER	STP	SEWER TANK PUMPED	000000002866	JOH		07/30/2018	07/27/2018
420	705		285 BRIDGE ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000001864	JOH		09/03/2015	09/03/2015
617	712		476 PROSPECT ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000002931	RMI		09/24/2018	09/24/2018
388	731		85 N MAIN ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000002579	JOH		08/07/2017	08/04/2017
606	764		260 5TH ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000003043	RMI		12/18/2018	12/18/2018
152	775		480 ALDER ST (HISTORIC)		NONE		
SEWER	STP	SEWER TANK PUMPED	000000002168	JOH		02/24/2016	02/29/2016
241	802		260 S MAIN ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000002714	JOH		12/26/2017	12/21/2017
154	804		360 FAIROAKS ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000002164	JOH		02/24/2016	02/29/2016
635	853		234 PROSPECT ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000001943	JOH		01/04/2016	01/04/2016
199	869		290 FAIROAKS ST		NONE		
SEWER	STP	SEWER TANK PUMPED	000000002963	JOH		10/15/2018	11/30/2018
231	871		318 N MAIN ST		NONE		

P16

SEWER	STP	SEWER TANK PUMPED	000000001808	JOH	08/17/2015	06/16/2015
SEWER	STP	SEWER TANK PUMPED	000000001945	JOH	01/04/2016	01/04/2016
SEWER	STP	SEWER TANK PUMPED	000000002562	JOH	07/24/2017	07/19/2017
SEWER	STP	SEWER TANK PUMPED	000000002716	JOH	12/26/2017	12/21/2017
SEWER	STP	SEWER TANK PUMPED	000000002820	JOH	05/31/2018	05/23/2018
SEWER	STP	SEWER TANK PUMPED	000000003111	JLW	03/19/2019	03/20/2019
SEWER	STP	SEWER TANK PUMPED	000000003120	JLW	04/08/2019	03/28/2019

305	893	MINER, JIM	68 PROSPECT ST	NONE		
SEWER	STP	SEWER TANK PUMPED	000000003014	JOH	11/29/2018	12/07/2018

04/09/2019 09:54:26 AM

Work Order List

6

City of Falls City
Work Order

04/09/2015 - 04/09/2019
Sorted by Account Number

Location No	Account No	Customer's Name	Service Address	Route			
Service	Code	Description	Number	Worker	Entered By	Issue Date	Completion
442	894		381 FAIROAKS ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002066	JOH		02/04/2016	12/16/2015
234	898		398 ALDER ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000003023	JOH		11/29/2018	12/05/2018
355	906		360 S MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002262	JOH		05/19/2016	05/16/2016
599	916		498 FAIROAKS ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002171	JOH		02/24/2016	03/02/2016
206	918		383 S MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000003027	JOH		11/29/2018	12/14/2018
434	937		319 N MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002549	JOH		07/17/2017	07/13/2017
134	945		180 DAYTON ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000001981	JOH		02/03/2016	02/03/2016
SEWER	STP	SEWER TANK PUMPED	000000002436	JOH		03/09/2017	03/08/2017
226	954		85 BOUNDARY ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002958	JOH		10/15/2018	11/30/2018
686	962		135 CAREY CT	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002550	JOH		07/17/2017	07/13/2017
261	973		246 S MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000003021	JOH		11/29/2018	12/14/2018
592	988		169 ELLIS ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002553	JOH		07/17/2017	07/13/2017
SEWER	STP	SEWER TANK PUMPED	000000002873	JOH		08/03/2018	07/31/2018
281	989		72 N MAIN ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000003019	JOH		11/29/2018	12/05/2018
294	992		163 DAYTON ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002434	JOH		03/09/2017	03/08/2017
331	999		486 PROSPECT ST	NONE			
SEWER	STP	SEWER TANK PUMPED	000000002429	JOH		02/22/2017	07/11/2017

Totals						
SEWER	STP	SEWER TANK PUMPED				163
Total for SEWER					SE	163

Total Work

04/09/2019 09:54:26 AM

1017

WEST COAST CROSS CONNECTION**PROPOSAL FOR
TESTING BACKFLOW ASSEMBLIES
CITY OF FALLS CITY**

Scope: Test approximately 450 backflow assemblies and submit test reports to City of Falls City.

Program assumptions: Testing will take place year round to meet stated deadline. West Coast Cross Connection reserves the right to complete work as an independent agent as seen fit within deadline and official requirements.

PART 1: TESTING

Work to be performed: Locating backflow box per identified address/location, removing excess dirt and debris from each box, removing overgrown vegetation within reason, and notifying City of Falls City of any backflow assemblies in need of replacement if unable to be tested. Any work determined to exceed a reasonable time-frame to complete will be billed at hourly rate or City of Falls City staff may perform work. Examples of tasks within scope of work included with a backflow assembly test would be pruning a few branches or hand-pumping water from box. Examples of tasks outside of scope and not included in a backflow assembly test (and billed at an hourly rate if performed) would be excessive pruning or use of generator and electric pump.

Assumptions: City of Falls City will provide a list of addresses and available program notes that would be helpful in efficiently locating backflow assemblies.

COST: \$22.50 flat fee per test

TOTAL PER YEAR: \$10,125 (total is equal to number of actual tests multiplied by the flat fee per test. Estimate shown here is for 450 tests)

PART 2: REPAIR AND LABOR

Work to be performed: Industry-standard repairs that allow backflow assembly to remain in service and avoid unit replacement and excess labor required to test backflow assemblies.

Assumptions: Standard and minor repairs will be made at the time of the backflow assembly test with standard and industry appropriate tools and materials. Major repairs requiring specialized parts or labor will be submitted to City of Falls City for further consideration. West Coast Cross Connection will not replace units. Recommendation for replacement will be made if repairs are likely to exceed cost of installation of new unit.

COST: \$60.00 per hour for repair or labor, billed in 15 minute increments, parts billed at cost acquired.

AGENDA REPORT

TO: PUBLIC WORKS COMMITTEE
FROM: JOHANNA BIRR, CITY CLERK
SUBJECT: EVENT VOLUNTEERS NEEDED
DATE: 3/11/2019

SUMMARY

Spring Clean is June 1, 2019. Volunteers are needed for the following rolls:

- Traffic control
- Tires
- Yard hand
- Senior & Disabled Hauler

Lower Cemetery Clean Up is scheduled for May 18, 2019 with Polk Cemetery Savors. A workshop will be held May 11. Headstones will be plumbed, repaired and cleaned. All veteran markers will be cleaned.

Committee is encouraged to recruit volunteers for the City Wide event. Many hands make short work!

BACKGROUND N/A

PREVIOUS COMMITTEE ACTION N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS N/A

STAFF RECOMMENDATION N/A

PROPOSED MOTION N/A

10/19



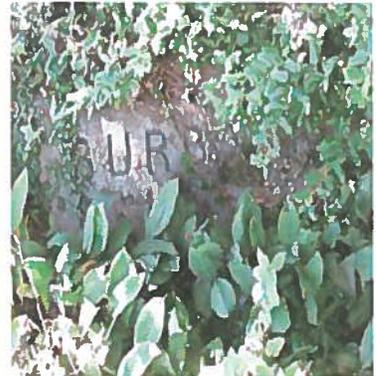
*Polk Cemetery Savers
Odd Fellows Cemetery
Restoration Project
Presentation for Volunteers*

May 11, 2019 at the Falls City Community Center from 6:00- 7:00 pm

Lloyd Collins of Polk Cemetery Savers will be hosting a headstone restoration presentation for project volunteers. Light refreshments will be provided to those in attendance.

May 18, 2019 from 8:00 am- 2:00 pm at the Odd Fellows Cemetery

Come join the hands-on Workshop where you will learn how to properly clean, plumb and repair damaged headstones.



May 21, 2019 Restoration Project begins!!!

Restoration work will begin Tuesday morning and last 8- 10 weeks. This will include all compromised headstones and all Veteran headstones.

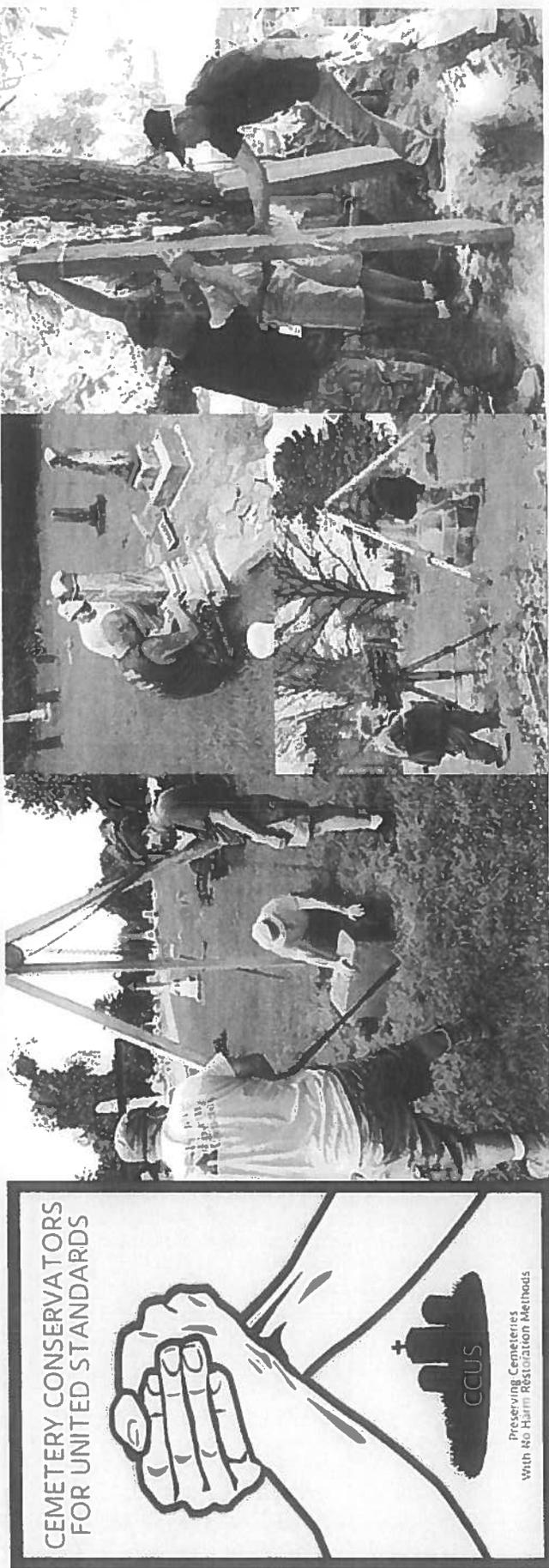
A BBQ will be provided for all volunteers when the project is complete!

Sign up at City Hall!!!!!!

P20

PIONEER CEMETERY PRESERVATION

Polk Cemetery Savers



CEMETERY CONSERVATORS
FOR UNITED STANDARDS



Preserving Cemeteries
With No Harm Restoration Methods

WE ARE... Education & Awareness through Knowledge, Skill & Training with Proper Historic Materials & Techniques for Cemeteries & Grave Markers

- HOME
- BASIC STANDARDS
- BEYOND BASICS
- HARMFUL METHODS
- PRODUCTS USED
- TECHNICAL
- SOURCES
- PRO VS CON
- TRICKS OF THE TRADE
- ARCHIVES
- VIDEO
- MEMBERSHIP
- CLASSES & EVENTS
- SAFETY
- CCUS GEAR
- BLOG

CONTACT US

<https://cemeteryconservatorsunitedstandards.org>

622

HOW TO PROPERLY CLEAN HEADSTONES AND MARKERS

Every time a marker is cleaned, minute particles are removed from the surface of the stone. It can be harmful to clean them too often.

Most markers in cemeteries are made of marble, granite, limestone, sandstone, slate, or in some cases concrete. However, each marker's condition is different and you should base your cleaning on the condition of that stone.

Cleaning headstones helps to preserve them and it should never be your intent to make them look new again, just clean.

We, Cemetery Conservators for United Standards, have established and follow standards, precautions, inspections, procedures, and have listed materials that we use for cleaning cemetery headstones and markers.
<https://cemeteryconservatorsunitedstandards.org/>

Be sure to read this information completely and understand the proper procedure before proceeding to clean stones in a cemetery.

PRECAUTIONS

Ensure the stone is stable, secure, and that all sections are securely attached to each other. Check that the stone is not in danger of falling if you put pressure on it. Your safety is of the utmost importance.

If the weather is hot and the stone surface is hot to the bare hand, do not put cool water on it. It may cause stress cracks in the stone. Cover the stone to let it cool or let the water warm in the sun before using it.

Do not clean a stone if there is any chance of freezing temperatures. Water will get into cracks and freeze. Water expands 9% when frozen and may break the stone.

Do not attempt to clean a broken headstone. Leave this stone to the professionals.

Make sure you have enough water to thoroughly clean and then rinse the stone several times. Leave no residue from the cleaning agent on the stone as it could cause permanent streaking.

NEVER use household cleaners, bleach, metal tools, scouring pads, wire brushes, power tools, pressure washers, or Nyalox brushes when cleaning headstones.

Use only CCUS approved products.

INSPECTIONS

Check for “**delamination**” of the stone, this is where layers of the stone begin to separate. Lightly tap on the stone with your knuckle or other soft object. If you hear a ‘hollow’ sound, the stone is probably delaminating. Do not attempt to clean. This should be left to a professional stone preservationist.

Check for “**sugaring**”. After cleaning a small section, rub your hand across the cleaned section. If there are small granules that look like sugar on your gloves, the stone is “sugaring”. This indicates that the stone is deteriorating. Do not clean, leave this stone to a professional stone preservationist.

Check for “**stress cracks**”. This is an easy check. Thoroughly wet the stone with water. Observe it while it is drying. Stress cracks will show up as wet ‘streaks’ because the water has entered the crack and will take longer to dry than the surface water. If the stress cracks are wide or severe, again leave this stone to the professionals.

Check to see if “**biological growth**” has cracked or broken the stone. The growth must be carefully removed and the stone repaired before cleaning. Material at the cracked edges is very fragile and will chip off even with gentle cleaning.

EQUIPMENT AND MATERIALS FOR CLEANING HEADSTONES

Safety glasses and protective gloves.
Knee pads and boots. Old markers may have broken glass around the base.
Soft bristle brushes of various shapes and sizes & plastic grout brushes.
Wooden scrapers, craft sticks, tongue depressors, and wooden skewers,
Plastic scrapers, various sizes.
Buckets for holding your supplies and water.
1 to 2 gallon garden type pump sprayer filled with clean water.
A small can of compressed air or mini leaf blower.
Gallons and gallons of water. Stones must be rinsed thoroughly when cleaning.
Old clean plastic milk bottles work great for transporting water to the markers.

Polk Cemetery Savers will supply the following:

D/2 biological solution for removal of biological growth that cleaning cannot remove. It works best at 45 degrees and above. Use undiluted for best results.

Orvus non-ionic cleaner. It is used to remove heavy environmental deposits, grime and bird droppings, if water alone doesn't remove the grime.

CLEANING EQUIPMENT



1027

BASIC CLEANING PROCEDURE

Soak the stone with water and wait a few minutes.

Gently remove loose materials from the surface. Once saturated, the lichens and moss on the stone will loosen and can be removed easily with a plastic scraper or wooden spatula. This helps remove the big particles so you will not be rubbing them back into the stone. **Rinse thoroughly.**

Clean the wet stone with a wet soft bristle brush by making random motions, and **rinse frequently** to remove dirt and biological growth. Always be as gentle as possible.

Keep both the brush and the stone wet at all times while cleaning. Be sure to clean the entire stone. Normally, clean water and soft scrubbing will remove the dirt and grime. If not, use Orvus non-ionic cleaner. It is used to remove heavy environmental deposits.

Be sure to rinse often and thoroughly.

Polk Cemetery Savers Tasks

Hours of work... Tuesday, Thursday, and Saturday.

From 8:00 AM until noon.

Repair, reset, and plumb all loose monuments,

Over 2 dozen at first count

Plumb leaning monuments. Leaning over 5 degrees,

Over a dozen at first count

Clean and plumb, and repair if necessary all veterans markers,

Clean all of the monuments we will be preserving,

About 50 at first count

Spray all monuments with D/2 biological cleaner,

Supply Orvis cleaner and small containers,

Supply wooden levers and tampers,

2 each 2 X 3's X 8 and 4 feet Long

Supply tarps for removed dirt

Conduct a workshop for Falls City Volunteers,

First Saturday 9:00 AM until 3:00 PM

Provide training handouts and equipment requirements.

1029

Needed from Falls City:

- Dedicated volunteers, 8 to 10 will be plenty, at least 2 to help level markers
- Choose volunteer coordinator,
- Copies of the training brochure (30 pages, color not needed)
- Two to three yards of crushed rock, Placed at SW corner ½ inch minus with lots of fines
- Portable toilet for the duration of work, Placed at SW corner About 8 to 10 weeks
- Turn on water at the cemetery,
- Trim bushes and remove low hanging dead branches.

Falls City Volunteers tasks:

- Clean headstones/markers,
- Raise flat markers to grade,
- Align and plumb small markers,
- Supply own cleaning equipment and shovels.

R 30