



Harrisburg City Council Business Meeting Agenda

April 13, 2021

6:30 PM

Mayor: Robert Duncan
Council President: Mike Caughey
Councilors: Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm, and Charlotte Thomas.
Meeting Location: Harrisburg Municipal Center @ 354 Smith St.

PUBLIC NOTICES:

1. *This meeting is open to the public and will be tape-recorded.*
2. *Copies of the Staff Reports or other written documents relating to each item on the agenda are on file in the office of the City Recorder and are available for public inspection.*
3. *All matters on the Consent Agenda are considered routine and will be enacted by one motion. Any member of the public can request that a matter be removed from the Consent Agenda for discussion. It will then be discussed under the "Other" part of the meeting schedule.*
4. *The City Hall Council Chambers are handicapped accessible. Persons with disabilities wishing accommodations, including assisted listening devices and sign language assistance are requested to contact City Hall at 541-995-6655, at least 48 hours prior to the meeting date. If a meeting is held with less than 48 hours' notice, reasonable effort shall be made to have an interpreter present. The requirement for an interpreter does not apply to an emergency meeting. ORS 192.630(5)*
5. *Persons contacting the City for information requiring accessibility for deaf, hard of hearing, or speech-impaired persons, can use TTY 711; call 1-800-735-1232, or for Spanish voice TTY, call 1-800-735-3896.*
6. *The City of Harrisburg does not discriminate against individuals with disabilities, and is an equal opportunity provider.*
7. *For information regarding items of discussion on this agenda, please contact City Recorder/Assistant City Administrator Michele Eldridge, at 541-995-6655*
8. *Meetings are held in a facility that is disinfected. Masks are required if there are 10 or more people in the room. Seating is set with 6' physical separation in mind.*
9. *If you wish to testify, and are unable to attend due to the Coronavirus Pandemic, please contact the City Recorder to be placed on a Conference Call list during the meeting.*

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan

CONCERNED CITIZEN(S) IN THE AUDIENCE. (Please limit presentation to two minutes per issue.)

LCSO REPORT

- 1. THE MATTER Of meeting with a member representative from lcsO if one is available**

STAFF REPORT:

Exhibit A: If the City Report and Contract Reports are provided to the City prior to when the agenda is compiled, the reports will be attached to this staff report.

ACTION: DISCUSSION ONLY

NEW BUSINESS

- 2. THE MATTER OF REVIEWING AND APPROVING THE PROPOSED CHANGES TO THE LIBRARY POLICY THAT SUPPORT BECOMING A FINE FREE LIBRARY ON A TRIAL BASIS.**

STAFF REPORT:

Exhibit A: Library Policy Changes

ACTION: MOTION TO APPROVE/AMEND/DENY THE LIBRARY POLICIY CHANGES TO SUPPORT THE FINE FREE LIBRARY TRIAL.

- 3. THE MATTER OF DISCUSSING AND APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE TRI-COUNTY CHAMBER OF COMMERCE AND THE CITY OF HARRISBURG TO SUPPORT THE ANNUAL SUMMER CONCERT SERIES**

STAFF REPORT:

Exhibit A: The original proposal that John provided to the Chamber of Commerce.

Exhibit B: Proposed MOU between the City and the Chamber

ACTION: MOTION TO APPROVE/AMEND THE MOU BETWEEN THE TRI-COUNTY CHAMBER OF COMMERCE AND THE CITY OF HARRISBURG REGARDING THE

COLLABORATIVE PARTNERSHIP BETWEEN THE TWO ORGANIZATIONS TO SUPPORT THE ANNUAL SUMMER CONCERT SERIES.

4. THE MATTER OF APPROVING A LOCAL GOVERNMENT GRANT PROGRAM AGREEMENT WITH THE OREGON PARKS AND RECREATION DEPARTMENT (OPRD)

STAFF REPORT:

Exhibit A: OPRD Agreement

ACTION: MOTION TO APPROVE THE LOCAL GOVERNMENT GRANT PROGRAM AGREEMENT FOR THE PARKS MASTER PLAN UPDATE

5. THE MATTER OF THE MAYOR PROCLAIMING APRIL AS CHILD ABUSE PREVENTION AND AWARENESS MONTH

STAFF REPORT:

Exhibit A: Proclamation for April 2021

ACTION: THE MAYOR OR HIS DESIGNEE WILL READ THE PROCLAMATION ALOUD THAT WILL PROCLAIM APRIL 2021 AS CHILD ABUSE PREVENTION AND AWARENESS MONTH IN HARRISBURG

6. THE MATTER OF APPROVING THE CONSENT LIST

CONSENT LIST: Consent list materials are included in the Council Packet. Approval of items on the consent list will be enacted in one motion. Any member of the public, or City Council, can ask for an item to be removed from the consent list for discussion during the 'Other' segment.

STAFF REPORT:

Exhibit A: City Council Minutes for February 9, 2021

Exhibit B: City Council Minutes for February 10, 2021

Exhibit C: City Council Minutes for February 23, 2021

Exhibit D: City Council Minutes for March 9, 2021

Exhibit E: Payment Approval Report for March 2021

Exhibit F: Planning Commission Minutes for March 16, 2021

ACTION: MOTION TO APPROVE THE CONSENT LIST

A motion to approve the consent list will approve the following:

**The City Council Minutes for February 9, February 10, February 23,
and March 9, 2021**

The Payment Approval Report for March 2021

CITY ADMINISTRATOR VERBAL REPORT:

1. OGEC (Oregon Government Ethics Commission) Deadline is April 15, 2021.
2. Building/Electrical Permits Assumption Plan - Final BCD (Building Codes Division) Approval and Acela IGA
3. Mid-Valley Partnership (Economic Development) Report Out
4. Mid-Valley Local Emergency Planning Committee (MVLEPC) Function Exercise April 22, 2021 800-1100 hours.
5. City Recorder Interviews

OTHER ITEMS

ADJOURN

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

**THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO
IF ONE IS AVAILABLE**

STAFF REPORT:

Exhibit A: If the City Report and Contract Reports are provided to the City prior to when the agenda is compiled, the reports will be attached to this staff report.

ACTION: DISCUSSION ONLY

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda – April 13, 2021

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
N/A	N/A	N/A

STAFF RECOMMENDATION:

Staff recommend that City Council review the attached reports and prepare any questions for LCSO Staff.

BACKGROUND INFORMATION:

Sergeant Beth Miller provides the City with both the LCSO City Report and the Contract Report for the previous month’s activities. If the reports are provided in time for the agenda process, they will be attached as exhibits. If they are provided after that point, but prior to the meeting, then Staff will forward them via email to Council members and will print them in time for the meeting. (LCSO Reports not appearing in the Council Agendas will be provided in the Minutes for that meeting instead.) This process gives Council the chance to review responses and actions in relation to both criminal and non-criminal activities by LCSO deputies in town on a monthly basis.

LCSO Staff may not always be available to attend the meeting, therefore, if Council has any questions or concerns, they can save them for when a representative is available, or they can convey them to staff, who will find answers for them.

The Quarterly Crime Review is scheduled for review during the next City Council Work Session.

REVIEW AND APPROVAL:

Michele Eldridge, City Administrator Date



**MONTHLY BULLETIN OF DISPATCHED
CALLS AND CASES
FOR CONTRACT CITIES**

This Report Encompasses: 3/ 1/21 to 3/31/21

Total Incidents This Month: **146**

Incident Information:	Description
<p>CAD# 2021036317 TIME: 3/1/2021 10:15:00AM CASE# CAD Only HBRG CITE NO INSURANCE</p>	<p>TRAFFIC STOP Reported at Block of 100 S 3RD ST HBRG</p> <hr/> <p>Citation issued to Brandy Peden of Harrisburg, for Driving while suspended, driving uninsured and not wearing a seat belt properly.</p>
<p>CAD# 2021036549 TIME: 3/1/2021 3:56:04PM CASE# CAD Only HBRG HARRISBURG</p>	<p>SUSPICIOUS CIRCUMSTANCE Reported at Block of 500 LASALLE ST/S 6TH ST HBRG</p> <hr/> <p>Caller reported a child riding bicycle in roadway and was concerned.</p>
<p>CAD# 2021036576 TIME: 3/1/2021 4:35:48PM CASE# CAD Only HBRG WARNING EQUIPMENT VIOL</p>	<p>TRAFFIC STOP Reported at Block of 200 N 3RD ST HBRG</p> <hr/> <p>Warning issued for failure to carry proof of insurance and rolling through a stop sign .</p>
<p>CAD# 2021036907 TIME: 3/2/2021 8:10:29AM CASE# CAD Only HBRG</p>	<p>SUSPICIOUS PERSON Reported at Block of 500 S 5TH ST HBRG</p> <hr/> <p><i>Male in a suspicious vehicle. Caller called in to tell us to disregard before deputy arrived.</i></p>
<p>CAD# 2021037163 TIME: 3/2/2021 2:59:39PM CASE# CAD Only HBRG CITE EQUIPMENT VIOLATION</p>	<p>PARKING COMPLAINT Reported at Block of 100 N 1ST ST HBRG</p> <hr/> <p>Citation issued to registered owner for parking in a disabled parking spot.</p>

Incident Information:

Description

1.

CAD# 2021037223
 TIME: 3/2/2021 4:15:36PM
 CASE# CAD Only
 HBRG

MVC INJURY Reported at Block of 800 S 3RD ST HBRG

OSP handled the crash at the bridge.

CAD# 2021037709
 TIME: 3/3/2021 12:11:27PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 600 SMITH ST HBRG

School counselor was attempting to dial out and accidentally dialed 911.

CAD# 2021037864
 TIME: 3/3/2021 4:15:51PM
 CASE# CAD Only
 HBRG
 FOLLOW UP COMPLETE

FOLLOW UP Reported at Block of 500 S 6TH ST HBRG

A deputy answered questions a family had about a family member`s death.

CAD# 2021038186
 TIME: 3/4/2021 5:50:19AM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 300 N 3RD ST/PEORIA RD HBRG

Operator warned for driving without headlights. New car and operator error due to bright daylight running lights.

CAD# 2021038215
 TIME: 3/4/2021 7:45:04AM
 CASE# 2100827
 HBRG
 REPORT TAKEN

Report Filed. RUNAWAY JUVENILE - OWN AGENCY Reported At Block Of 500 DEMPSEY CT Occurred between 1200 hours on 2/20/2021 and 0745 hours on 3/4/2021 . Reported:

Deputies responded to a runaway juvenile call for service. The deputy learned the juvenile was staying with his grandmother. The reporting person said she would attempt to contact her son later in the day.

CAD# 2021038532
 TIME: 3/4/2021 3:36:12PM
 CASE# CAD Only
 HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

Line disconnected before call back and no answer on call back.

Incident Information:

Description

1.

CAD# 2021038533
 TIME: 3/4/2021 3:38:30PM
 CASE# CAD Only
 HBRG

NON 911 ISSUE Reported at Block of 400 TERRITORIAL ST HBRG

No emergency

CAD# 2021038614
 TIME: 3/4/2021 6:21:18PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 200 LASALLE ST/S 3RD ST HBRG

Operator warned for driver side headlight out and for expired tags (05/20)

CAD# 2021038636
 TIME: 3/4/2021 6:55:12PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 600 N 7TH ST HBRG

No narrative to add.

CAD# 2021038716
 TIME: 3/4/2021 9:30:25PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

DISTURBANCE Reported at Block of 500 S 6TH ST HBRG

Female was very drunk and was arguing with her sister before the sister called for the police. Female took off and was not found in the area. Female has a crossbow with her and has recent history as a transient.

CAD# 2021038950
 TIME: 3/5/2021 10:23:06AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ANIMAL COMPLAINT Reported at Block of 500 S 6TH ST HBRG

Caller had questions about his animal possibly being poisoned. I explained the laws to the caller and ways to remedy the matter. Caller was satisfied with the outcome.

CAD# 2021038960
 TIME: 3/5/2021 10:34:34AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 100 SMITH ST HBRG

*21-00791 BURGLARY
 Polk County Case 21-409*

Incident Information:

Description

1.

CAD# 2021039055
 TIME: 3/5/2021 1:43:04PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 700 SMITH ST HBRG

Caller had questions regarding a vehicle parked in parking lot. Non-criminal

CAD# 2021039304
 TIME: 3/5/2021 10:25:11PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

HIT AND RUN Reported at Block of 200 SMITH ST HBRG

Report of a hit and run. Caller said a vehicle struck a road construction tractor near the Harrisburg post office. No visible damage was located and the suspect vehicle was not located. Pending contact with construction company to asses if the tractor was damaged.

CAD# 2021039405
 TIME: 3/6/2021 2:49:29AM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 300 N 3RD ST/PEORIA RD HBRG

Fawn McBroome, 46, of Halsey was issued a warning for an equipment violation. Non functional trailer lights.

CAD# 2021039603
 TIME: 3/6/2021 12:44:45PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 100 SMITH ST HBRG

Message relayed for caller to a resident in Harrisburg.

CAD# 2021039970
 TIME: 3/7/2021 2:01:01AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 100 SMITH ST HBRG

Deputies responded to a 911 hang up at a business. Everything was fine at the location and it is not known who accidentally dialed 911.

CAD# 2021040243
 TIME: 3/7/2021 3:37:35PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 600 QUINCY ST/N 7TH ST HBRG

Warned for not having front license plate.

Incident Information:

Description

1.

CAD# 2021040260
 TIME: 3/7/2021 4:01:15PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOLAT

TRAFFIC STOP Reported at Block of 800 DIAMOND HILL DR HBRG

Warning issued for expired tags on vehicle.

CAD# 2021040517
 TIME: 3/8/2021 2:21:04AM
 CASE# CAD Only
 HBRG
 WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 800 S 3RD ST HBRG

Virginia Owens, 52, of Monroe was warned for speeding.

CAD# 2021040608
 TIME: 3/8/2021 7:59:34AM
 CASE# CAD Only
 HBRG
 EXTRA PATROL

EXTRA PATROL Reported at Block of 600 SMITH ST HBRG

Extra patrol at the grade school and all was fine.

CAD# 2021040666
 TIME: 3/8/2021 9:39:46AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ASSIST OTHER AGENCY Reported at Block of 23600 PEORIA RD HBRG

Male spilled gas on his clothing and tried to light a cigarette after, catching his clothing on fire and burning his arm, chest, and face.

CAD# 2021040672
 TIME: 3/8/2021 9:46:34AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOUND PROPERTY Reported at Block of 400 S 9TH ST HBRG

A marijuana cigarette and a needle was found on school property. No suspects, items were disposed of properly. NFA

CAD# 2021040735
 TIME: 3/8/2021 11:31:01AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 500 S 6TH ST HBRG

Attempted contact to serve a warrant on a female that fled this residence a few nights ago, but was told the person has left the property and is now staying at a homeless shelter in Eugene.

Incident Information:**Description**

1.

CAD# 2021040770
 TIME: 3/8/2021 12:31:29PM
 CASE# 2100870
 HBRG
 REPORT TAKEN

Report Filed. THEFT 3 - FROM VEHICLE Reported At Block Of 800 S 8TH PL Occurred between 1700 hours on 3/6/2021 and 1200 hours on 3/7/2021 . Reported: 3/8/2021 Officer

Overnight on Saturday (6th) to Sunday, a vehicle in a driveway was entered and a wallet was stolen.

CAD# 2021040974
 TIME: 3/8/2021 6:10:07PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

TRAFFIC COMPLAINT Reported at Block of 1000 S 6TH ST HBRG

Caller reported a traffic complaint, but did not give enough information for deputies to follow up.

CAD# 2021041111
 TIME: 3/8/2021 11:38:19PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

DISTURBANCE Reported at Block of 1000 S 6TH ST HBRG

Father and daughter got into an argument regarding chores and spending time together. Both parties were intoxicated and agreed to separate for the night. The female was given a ride out of the area by her uncle. Verbal only, non-criminal.

CAD# 2021041289
 TIME: 3/9/2021 10:28:45AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 700 SMITH ST HBRG

Damaged vehicle parked on property belonging to a church.

CAD# 2021041307
 TIME: 3/9/2021 10:56:36AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

TRAFFIC HAZARD Reported at Block of 800 TERRITORIAL ST/N 9TH ST HBRG

UTL GOA for the suspicious vehicle

CAD# 2021041368
 TIME: 3/9/2021 12:46:19PM
 CASE# CAD Only
 HBRG
 FOLLOW UP COMPLETE

RECOVERED/RETURNED PERSON Reported at Block of 500 DEMPSEY CT HBRG

Runaway juvenile was located and returned to his father's custody.

Incident Information:

Description

1.

CAD# 2021041396
 TIME: 3/9/2021 1:33:55PM
 CASE# 2100889
 HBRG
 REPORT TAKEN

Report Filed. DWS FEL Reported At Block Of 300 TERRITORIAL ST Occurred between 1330 hours on 3/9/2021 and 1333 hours on 3/9/2021 . Reported: 3/9/2021 Officer

David Ruiz-Rojas (29) of Harrisburg was arrested on charges of DWS-Felony and was transported to the Linn County Jail where he was lodged.

CAD# 2021041399
 TIME: 3/9/2021 1:37:02PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

PARKING COMPLAINT Reported at Block of 100 FOUNTAIN ST/S 2ND ST HBRG

 vehicle is not present

CAD# 2021041759
 TIME: 3/10/2021 3:09:52AM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 200 LASALLE ST/S 3RD ST HBRG

 Male was issued a warning for a moving violation at Lasalle St/S 3rd.

CAD# 2021041775
 TIME: 3/10/2021 5:11:48AM
 CASE# CAD Only
 HBRG
 CITE MOVING VIOLATION

TRAFFIC STOP Reported at Block of 400 N 3RD ST HBRG

 Male was issued a citation for driving while suspended - violation and for fail to maintain lane after nearly hitting a deputy in an oncoming vehicle.

CAD# 2021041819
 TIME: 3/10/2021 7:59:58AM
 CASE# CAD Only
 HBRG

EXTRA PATROL Reported at Block of 300 S 3RD ST HBRG

SEVERAL SEMI'S WERE PARKED IN THE TURN LANE OBSTRUCTING THE VIEW OUT OF THE DARI MART. CALLER SAID THIS IS MAINLY BETWEEN 0600-0700 BUT HAPPENS ALL THE TIME. WANTED EX PATROL AS THE TRUCKS WERE NO LONGER THERE UPON DEPUTY ARRIVAL.

CAD# 2021041866
 TIME: 3/10/2021 9:33:56AM
 CASE# CAD Only
 HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

Female advises that this call was accidental .

Incident Information:

Description

1.

CAD# 2021041989
 TIME: 3/10/2021 12:33:15PM
 CASE# CAD Only
 HBRG
 WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 600 QUINCY ST/N 7TH ST HBRG

Mark Dugan, 53, of Eugene was warned for speeding.

CAD# 2021042045
 TIME: 3/10/2021 1:53:45PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 200 SMITH ST HBRG

FOLLOW UP TO A HIT AND RUN .

CAD# 2021042066
 TIME: 3/10/2021 2:26:34PM
 CASE# CAD Only
 HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

Straight to VM on call back.

CAD# 2021042205
 TIME: 3/10/2021 5:19:23PM
 CASE# CAD Only
 HBRG

DOG COMPLAINT Reported at Block of 800 SPURLOCK ST HBRG

Found dogs and LCSO called. Dog owner retrieved dogs before deputy arrival, no issue.

CAD# 2021042297
 TIME: 3/10/2021 8:38:47PM
 CASE# CAD Only
 HBRG
 HARRISBURG

SUSPICIOUS PERSON Reported at Block of 400 N 6TH ST HBRG

Caller reported a male standing outside of neighbors mail box. Deputies checked the area and did not locate them.

CAD# 2021042385
 TIME: 3/11/2021 2:52:05AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

TRESPASS Reported at Block of 100 N 2ND ST HBRG

Verbal argument between adult males.

Incident Information:

Description

1.

CAD# 2021042472
 TIME: 3/11/2021 9:05:47AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

CIVIL DISPUTE REPORT Reported at Block of 1000 S 6TH ST HBRG

Deputies responded to a civil dispute. A couple got into a verbal argument and one party broke a gift they bought for the other party. No crimes were committed during the fight. No further action.

CAD# 2021042510
 TIME: 3/11/2021 10:00:23AM
 CASE# CAD Only
 HBRG
 CITE SPEEDING VIOLATION

TRAFFIC STOP Reported at Block of 1100 S 6TH ST HBRG

Jacob Howell, 36, of Monroe was issued a citation for speeding. 53/35

CAD# 2021042572
 TIME: 3/11/2021 12:04:48PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

DISORDERLY CONDUCT Reported at Block of 200 N 3RD ST HBRG

Daniel Flaming, 28, originally of Anaheim, CA, was verbally trespassed from a business in Harrisburg and warned for disorderly conduct.

CAD# 2021042778
 TIME: 3/11/2021 5:49:39PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 200 N 3RD ST HBRG

caller reported a suspicious male. Deputies contacted the male and he was told to leave. He left heading north out of town.

CAD# 2021043029
 TIME: 3/12/2021 7:53:06AM
 CASE# CAD Only
 HBRG
 EXTRA PATROL

EXTRA PATROL Reported at Block of 600 SMITH ST HBRG

Extra patrol at the grade school and no issues reported

CAD# 2021043061
 TIME: 3/12/2021 8:42:38AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 1000 TERRITORIAL ST HBRG

Vehicle has been sitting at the location for over a week and the owner who lives at 935 Territorial said he will be moving it this weekend as it has mechanical issues.

Incident Information:

Description

1.

CAD# 2021043155
 TIME: 3/12/2021 11:15:27AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 900 TERRITORIAL ST HBRG

3 yoa child playing with mother's cell phone. NFA

CAD# 2021043346
 TIME: 3/12/2021 4:22:15PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 300 SOMMERVILLE AVE HBRG

Extra patrol at Knife River Ponds, all was quiet

CAD# 2021043444
 TIME: 3/12/2021 7:05:59PM
 CASE# CAD Only
 HBRG

TRESPASS Reported at Block of 300 S 3RD ST HBRG

No further information to report on this. TP at Dari Mart

CAD# 2021043507
 TIME: 3/12/2021 9:00:13PM
 CASE# CAD Only
 HBRG
 CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 200 N 3RD ST/TERRITORIAL ST HBRG

Joshua Lee Davis (36 yo) of Sweet Home was issued a citation for driving uninsured at 3rd/Territorial.

CAD# 2021043571
 TIME: 3/12/2021 11:22:44PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 100 N 1ST ST HBRG

A Coburg PD officer and a deputy searched the area for a suspicious male at the park. The responding units were unable to locate anyone matching the description provided.

CAD# 2021043579
 TIME: 3/12/2021 11:40:27PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 500 LASALLE ST/S 6TH ST HBRG

Male juvenile was issued a warning for a lighting violation at Lasalle/6th.

Incident Information:

Description

1.

CAD# 2021043690
 TIME: 3/13/2021 8:11:59AM
 CASE# 2100951
 HBRG
 REPORT TAKEN

Report Filed. MISSING PERSON Reported At Block Of 500 LASALLE ST Occurred between 0720 hours on 3/8/2021 and 0849 hours on 3/13/2021 . Reported: 3/13/2021 Officer
Male of Harrisburg reported as a missing person. MP located in Grants Pass later in the day.

CAD# 2021044059
 TIME: 3/13/2021 6:47:40PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 500 S 6TH ST HBRG
 Citizens reported a male yelled lewd comments at her daughter. A deputy contacted the male and learned he was having a mental health crisis. The male wanted to be transported to a friends house, where he would feel safe for the night.

CAD# 2021044075
 TIME: 3/13/2021 7:19:54PM
 CASE# 2100972
 HBRG
 REPORT TAKEN

Report Filed. FORGERY 1 Reported At Block Of 200 N 3RD ST Occurred between 1330 hours on 3/13/2021 and 1919 hours on 3/13/2021 . Reported: 3/13/2021 Officer Statement:
 Deputies received a call about a counterfeit bill at a local business. A report was taken and the bill was forwarded to the Secret Service counterfeit division. No suspects at this time, investigation ongoing.

CAD# 2021044161
 TIME: 3/13/2021 10:40:30PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 300 S 3RD ST/KESLING ST HBRG
 Male was issued a warning for a lighting violation at Moore/2nd.

CAD# 2021044189
 TIME: 3/13/2021 11:09:08PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 500 S 3RD ST HBRG
 Female was issued a warning for failing to use a turn signal and for a moving violation at Moore/1st.

CAD# 2021044330
 TIME: 3/14/2021 8:19:41AM
 CASE# CAD Only
 HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 900 GREENWAY DR HBRG
No information to provide

Incident Information:**Description**

1.

CAD# 2021044466
 TIME: 3/14/2021 2:14:40PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WARRANT SERVICE Reported at Block of 700 S 2ND ST HBRG

negative contact

CAD# 2021044472
 TIME: 3/14/2021 2:29:45PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WARRANT SERVICE Reported at Block of 600 N 7TH ST HBRG

negative contact

CAD# 2021044475
 TIME: 3/14/2021 2:37:34PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 300 N 3RD ST HBRG

Operator warned for expired tags

CAD# 2021044479
 TIME: 3/14/2021 2:52:42PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WANTED SUBJ LOCATION APD CRCC Reported at Block of 1000 S 6TH ST HBRG

negative contact

CAD# 2021044488
 TIME: 3/14/2021 3:27:21PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WARRANT SERVICE Reported at Block of 800 PRICEBORO DR HBRG

negative contact

CAD# 2021044797
 TIME: 3/15/2021 7:22:44AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 700 S 2ND ST HBRG

Deputies spoke with a woman living from her vehicle. She was parked on private property so she was given advice about safe places to legally park and get some sleep. No further action.

Incident Information:

Description

1.

CAD# 2021044889
 TIME: 3/15/2021 10:38:47AM
 CASE# CAD Only
 HBRG
 CITE MOVING VIOLATION

TRAFFIC STOP Reported at Block of 300 N 6TH ST/TERRITORIAL ST HBRG

Jeffrey Collins, 49, of Lebanon was issued a citation for failure to obey a traffic control device (stop sign) and issued a warning for using a cell phone while driving.

CAD# 2021045398
 TIME: 3/16/2021 6:41:49AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

INFORMATION ONLY REPORT Reported at Block of 900 HEATHER TURN HBRG

Deputies spoke about a neighbor storing property on her side of the property line.

CAD# 2021045511
 TIME: 3/16/2021 11:07:58AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 700 ERICA WAY HBRG

Deputies conducted a welfare check, nothing was observed to cause alarm or warrant further action.

CAD# 2021045615
 TIME: 3/16/2021 1:50:24PM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 500 TERRITORIAL ST/N 6TH ST HBRG

Jason Johnson, 49, of South Dakota was warned for failure to obey a traffic control device (stop sign).

CAD# 2021045632
 TIME: 3/16/2021 2:06:18PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOUND DOG Reported at Block of 700 TERRITORIAL ST HBRG

A dog was found wandering on Territorial Street in Harrisburg. The person who found it had posted it to a community facebook page and offered to let the dog stay at her home for a while so it would not have to be taken to animal control. The owner was located through facebook and the pup made it home.

CAD# 2021045640
 TIME: 3/16/2021 2:12:16PM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 500 TERRITORIAL ST/N 6TH ST HBRG

Scott Miller, 44, of Harrisburg was warned for failure to obey a traffic control device (stop sign).

Incident Information:

Description

1.

CAD# 2021045644
 TIME: 3/16/2021 2:18:02PM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 300 TERRITORIAL ST/N 4TH ST HBRG

Harry Blodgett, 80, of Brownsville was warned for failure to obey a traffic control device (stop sign)..

CAD# 2021045657
 TIME: 3/16/2021 2:30:09PM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 300 TERRITORIAL ST/N 4TH ST HBRG

Ayden Shannahan, 18, of Springfield was warned for failure to obey a traffic control device (stop sign).

CAD# 2021045691
 TIME: 3/16/2021 3:10:26PM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 100 TERRITORIAL ST/N 2ND ST HBRG

Jared Parker, 33, of Eugene was warned for failure to obey a traffic control device (stop sign).

CAD# 2021045751
 TIME: 3/16/2021 4:10:48PM
 CASE# CAD Only
 HBRG
 CITE SPEEDING VIOLATION

TRAFFIC STOP Reported at Block of 1100 S 6TH ST/PRICEBORO DR HBRG

 Gary Nores, 73, of Libby, Montana was cited for speeding. 53/35

CAD# 2021045827
 TIME: 3/16/2021 5:51:45PM
 CASE# 2100995
 HBRG
 REPORT TAKEN

Report Filed. VIOL RESTRAINING ORDER Reported At Block Of 300 S 3RD ST Occurred between 1750 hours on 3/16/2021 and 1751 hours on 3/16/2021 . Reported: 3/16/2021

 Deputies responded to a domestic disturbance at a store. Zachariah Davis, 32, of Sweet Home was arrested for contempt of court for violating a restraining order.

CAD# 2021045944
 TIME: 3/16/2021 10:17:35PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 300 N 3RD ST HBRG

 All subjects gone prior to arrival, business secure

Incident Information:

Description

1.

CAD# 2021046021
 TIME: 3/17/2021 3:20:35AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 400 S 9TH ST HBRG

False commercial building alarm.

CAD# 2021046096
 TIME: 3/17/2021 8:48:59AM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 1000 TERRITORIAL ST HBRG

Operator warned for expired tags (09/20)

CAD# 2021046103
 TIME: 3/17/2021 8:55:54AM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 700 TERRITORIAL ST HBRG

Operator warned for expired tags (7/20); and for psgr brake light out.

CAD# 2021046147
 TIME: 3/17/2021 10:00:08AM
 CASE# CAD Only
 HBRG
 WARNING ISSUED

DOG COMPLAINT Reported at Block of 400 S 9TH ST HBRG

issued written warning to dog owner for allowing his dog to Run at Large, Trespass, and Failure to License the dog

CAD# 2021046249
 TIME: 3/17/2021 12:04:00PM
 CASE# 2101020
 HBRG
 REPORT TAKEN

Report Filed. HARRISBURG-DOGS AS PUBLIC NUISANCE Reported At Block Of 1000 WHITLEDGE PL Occurred between 1915 hours on 3/15/2021 and 1915 hours on 3/15/2021 .

issued citation to dog owner for dog as public nuisance for barking

CAD# 2021046330
 TIME: 3/17/2021 2:13:50PM
 CASE# 2101009
 HBRG
 REPORT TAKEN

REPORT PENDING. Original Call Type: BURGLARY Reported At Block Of 400 TERRITORIAL ST Occurred between 1413 hours on 3/17/2021 and 1413 hours on 3/17/2021

An office building was entered after hours and property valuing around \$1500 was stolen.

Incident Information:**Description**

1.

CAD# 2021046425
TIME: 3/17/2021 4:19:48PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 400 SMITH ST HBRG

No narrative to provide

CAD# 2021046783
TIME: 3/18/2021 9:04:00AM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

CIVIL DISPUTE REPORT Reported at Block of 1000 S 6TH ST HBRG

Civil dispute between divorced couple who both still have ownership of a home.
Non-Criminal. NFA

CAD# 2021046997
TIME: 3/18/2021 3:06:36PM
CASE# 2101025
HBRG
REPORT TAKEN

Report Filed. THEFT 2 - OTHER Reported At Block Of 500 KESLING ST Occurred between 1130 hours on 3/12/2021 and 1200 hours on 3/12/2021 . Reported: 3/18/2021 Officer

On 03/18/2021, a citizen reported he ordered over just \$100 in ammuniton from a website but never received the package. Full report to follow.

CAD# 2021047004
TIME: 3/18/2021 3:16:17PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

FOLLOW UP Reported at Block of 400 TERRITORIAL ST HBRG

No narrative to provide

CAD# 2021047117
TIME: 3/18/2021 6:40:00PM
CASE# CAD Only
HBRG

NON 911 ISSUE Reported at Block of 400 TERRITORIAL ST HBRG

No narrative to provide

CAD# 2021047158
TIME: 3/18/2021 8:03:48PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

ASSIST OTHER AGENCY Reported at Block of 800 SOMMERVILLE LOOP HBRG

Grants Pass PD requested a deputy attempt to locate a theft suspect in Harrisburg. A deputy searched the area but was unable to locate (UTL) the individual or his vehicle.

Incident Information:

Description

1.

CAD# 2021047491
 TIME: 3/19/2021 1:29:01PM
 CASE# 2101036
 HBRG
 REPORT TAKEN

Report Filed. THEFT 2 - FROM VEHICLE Reported At Block Of 600 N 8TH ST Occurred between 0000 hours on 3/11/2021 and 1630 hours on 3/18/2021 . Reported: 3/19/2021

Clark Texley III reported a catalytic converter theft at his RV storage location . Value of stolen parts estimated at \$850. The investigation is ongoing.

CAD# 2021047538
 TIME: 3/19/2021 2:41:15PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 100 S 3RD ST HBRG

Deputies contacted a transient male about harassing cars. He denied he had harassed anyone and when I spoke to the business he was in front of they said he was friendly and welcome to sit on the bench at the business. The male said he was walking to the bus station so he was offered a ride, he declined. No further action.

CAD# 2021047596
 TIME: 3/19/2021 4:20:05PM
 CASE# CAD Only
 HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 1100 S 6TH ST HBRG

accidental call per the caller.

CAD# 2021047606
 TIME: 3/19/2021 4:37:06PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

PARKING COMPLAINT Reported at Block of 900 HEATHER TURN HBRG

Deputies attempted to speak with a resident about several parking violations.

CAD# 2021047735
 TIME: 3/19/2021 9:38:06PM
 CASE# CAD Only
 HBRG

INFORMATION ONLY REPORT Reported at Block of 100 SMITH ST HBRG

Information passed on to be on look out for vehicle involved in a hit and run from nearby police agency, LCSO did not locate the vehicle.

CAD# 2021048009
 TIME: 3/20/2021 12:06:54PM
 CASE# CAD Only
 HBRG
 NO REPORT

FOLLOW UP Reported at Block of 500 S 6TH ST HBRG

RE: 21-00564.

Incident Information:

Description

1.

CAD# 2021048084
 TIME: 3/20/2021 2:24:26PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 900 MONROE ST HBRG

Suspicious vehicle check, all is well at this time.

CAD# 2021048150
 TIME: 3/20/2021 4:15:13PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

UUMV Reported at Block of 1000 S 6TH ST HBRG

Female wanted car reported stolen, this issue is a civil matter at this time.

CAD# 2021048542
 TIME: 3/21/2021 9:19:52AM
 CASE# CAD Only
 HBRG
 HARRISBURG

SUSPICIOUS PERSON Reported at Block of 200 SMITH ST HBRG

Transient was reported to be having mental health issues , he was contacted and provided a courtesy ride to a homeless shelter.

CAD# 2021048577
 TIME: 3/21/2021 11:03:19AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ASSIST OTHER AGENCY Reported at Block of 23600 PEORIA RD HBRG

AOA for Lane County regarding a vehicle they were looking for. LCSO was advised to disregard by Lane County prior to deputy arrival.

CAD# 2021048714
 TIME: 3/21/2021 3:44:19PM
 CASE# 2101059
 HBRG
 REPORT TAKEN

Report Filed. THEFT 2 - OTHER Reported At Block Of 600 STANLEY LN Occurred between 1800 hours on 3/19/2021 and 1200 hours on 3/21/2021 . Reported: 3/21/2021 Officer

Deputies took a report of a bike theft. The stolen bike and attached property was valued at approximately \$550. The bike was located and returned as well as the other property removed from the bike. Suspect is known by deputies but has not been located at this time.

CAD# 2021049245
 TIME: 3/22/2021 1:35:10PM
 CASE# CAD Only
 HBRG

NON 911 ISSUE Reported at Block of 400 TERRITORIAL ST HBRG

No emergency

Incident Information:

Description

1.

CAD# 2021049273
 TIME: 3/22/2021 2:30:29PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FRAUD Reported at Block of 800 ERICA WAY HBRG

Caller was given info on how to deal with the possibility of ongoing fraud involving a parent.
 NFA.

CAD# 2021049382
 TIME: 3/22/2021 5:33:46PM
 CASE# 2101078
 HBRG
 REPORT TAKEN

Report Filed. MISSING PERSON Reported At Block Of 200 S 1ST ST Occurred between 1732 hours on 3/22/2021 and 1733 hours on 3/22/2021 . Reported: 3/22/2021 Officer

Missing person. 23 year old Harrisburg resident, Aurora Davis, was entered as a missing person. LCSO received information from Lane County on 03-23-21 that Davis was located and they are investigating a separate case with her.

CAD# 2021049384
 TIME: 3/22/2021 5:38:57PM
 CASE# CAD Only
 HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 700 S 2ND ST HBRG

No information to report.

CAD# 2021049647
 TIME: 3/23/2021 7:04:44AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

RECOVERED/RETURNED PERSON Reported at Block of 200 S 1ST ST HBRG

RE: 21-01078 (Aurora Davis).

CAD# 2021049947
 TIME: 3/23/2021 3:41:37PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 200 LASALLE ST HBRG

FOLLOW UP REQUESTED BY DA'S OFFICE

CAD# 2021050043
 TIME: 3/23/2021 5:38:47PM
 CASE# 2101084
 HBRG
 REPORT TAKEN

REPORT PENDING. Original Call Type: DEATH INVESTIGATION Reported At Block Of 1000 S 6TH ST Occurred between 1738 hours on 3/23/2021 and 1738 hours on 3/23/2021 .

Barbara Treadway (75) of Harrisburg was found deceased in her residence by family and no foul play is suspected. RTF.

Incident Information:

Description

1.

CAD# 2021050315
 TIME: 3/24/2021 8:25:13AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 700 S 2ND ST HBRG

Deputies helped a woman experiencing some mental health issues get in touch with the proper resources so she could get appropriate help.

CAD# 2021050494
 TIME: 3/24/2021 1:47:59PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 500 S 6TH ST HBRG

RE: 21-01059

CAD# 2021050679
 TIME: 3/24/2021 5:41:37PM
 CASE# CAD Only
 HBRG

MENTAL HEALTH Reported at Block of 700 S 2ND ST HBRG

Mental health subject calling LCSO about a variety of things. Mother of the subject called LCSO and advised no assistance was needed.

CAD# 2021050798
 TIME: 3/24/2021 10:11:50PM
 CASE# CAD Only
 HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

Caller advised daughter hit button didn't mean to

CAD# 2021050808
 TIME: 3/24/2021 10:32:09PM
 CASE# CAD Only
 HBRG
 HARRISBURG

SUSPICIOUS CIRCUMSTANCE Reported at Block of 500 S 6TH ST HBRG

call received regarding a suspicious male whom was believed to be prowling through cars. Deputies checked the area and learned the male was fixing a blown out tire under a street light. It was non-criminal.

CAD# 2021051375
 TIME: 3/25/2021 9:40:04PM
 CASE# CAD Only
 HBRG
 HARRISBURG

PARKING COMPLAINT Reported at Block of 200 FOUNTAIN ST HBRG

Caller was upset someone parked in a disabled parking spot with a placard at the apartment complex they reside within.

Incident Information:**Description**

1.

CAD# 2021051426
 TIME: 3/25/2021 11:34:21PM
 CASE# CAD Only
 HBRG
 HARRISBURG

SUSPICIOUS PERSON Reported at Block of 300 SMITH ST/N 4TH ST HBRG

Neighborhood Watch called in a suspicious male . I checked the area and did not locate the individual.

CAD# 2021051553
 TIME: 3/26/2021 8:00:16AM
 CASE# CAD Only
 HBRG

SUSPICIOUS CIRCUMSTANCE Reported at Block of 400 S 5TH ST/KESLING ST HBRG

No issue, female sleeping in vehicle and is fine.

CAD# 2021051826
 TIME: 3/26/2021 3:43:29PM
 CASE# CAD Only
 HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

No emergency

CAD# 2021051913
 TIME: 3/26/2021 5:50:32PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

NARCOTICS OFFENSE Reported at Block of 400 S 9TH ST HBRG

Needles were found at the football grandstands and were disposed in a sharps kit. NFA

CAD# 2021052051
 TIME: 3/26/2021 9:57:46PM
 CASE# CAD Only
 HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

NW patrolling the areas until 2300 hours.

CAD# 2021052198
 TIME: 3/27/2021 6:10:12AM
 CASE# CAD Only
 HBRG
 EXTRA PATROL

EXTRA PATROL Reported at Block of 400 S 9TH ST HBRG

check done on football grandstands, no one found sleeping here

Incident Information:

Description

1.

CAD# 2021052199
 TIME: 3/27/2021 6:19:04AM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 800 LASALLE ST/S 9TH ST HBRG

vehicle appeared to be running auxiliary lights and not headlights, but this car intentionally has them lower to the ground.

CAD# 2021052411
 TIME: 3/27/2021 1:42:51PM
 CASE# CAD Only
 HBRG
 EXTRA PATROL

EXTRA PATROL Reported at Block of 300 SOMMERVILLE AVE HBRG

duplicate call made w/ narrative in Event #2021052413.

CAD# 2021052413
 TIME: 3/27/2021 1:45:07PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

TRESPASS Reported at Block of 300 SOMMERVILLE AVE HBRG

Persons warned for trespassing on Knife River Property at the ponds.

CAD# 2021052705
 TIME: 3/27/2021 9:40:53PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 100 MACY ST/S 2ND ST HBRG

Male was issued a warning for failing to obey a traffic control device at Kesling /2nd St.

CAD# 2021052713
 TIME: 3/27/2021 9:50:39PM
 CASE# 2101124
 HBRG
 REPORT TAKEN

Report Filed. IMPROPER USE OF 911 Reported At Block Of 100 MOORE ST Occurred between 2150 hours on 3/27/2021 and 2150 hours on 3/27/2021 . Reported: 3/27/2021

Deputies were dispatched to a harassment call for service. After investigating the incident, Kristina Ann Homenyk (40 yo) of Eugene was arrested for improper use of 911, criminal trespass II, and for telephonic harassment.

CAD# 2021052794
 TIME: 3/27/2021 11:59:09PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 400 SMITH ST HBRG

Citizen reported someone was yelling and seeming to be having a difficult time while sitting in their vehicle. A deputy located a vehicle matching the description and learned nothing was out of the ordinary. Non-criminal.

Incident Information:

Description

1.

CAD# 2021053189
 TIME: 3/28/2021 4:52:47PM
 CASE# CAD Only
 HBRG

JUVENILE COMPLAINT Reported at Block of 800 BURTON ST HBRG

Caller has an 11 year old autistic child who is having a melt down and hitting her self in the face. Caller can not get her to take her medication and needs asst. Deputy assist

CAD# 2021053363
 TIME: 3/29/2021 12:47:28AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 300 S 3RD ST HBRG

Deputy located a female at the DariMart after hours. The deputy learned she was filling up water for her home. Non-criminal.

CAD# 2021053375
 TIME: 3/29/2021 1:26:22AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 500 TERRITORIAL ST HBRG

Deputy located a suspicious vehicle at a warehouse. The deputy contacted the females in the vehicle and learned they were a contracted cleaning service and were completing their weekly duties. Non-criminal.

CAD# 2021053382
 TIME: 3/29/2021 1:49:47AM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 300 N 7TH ST HBRG

Female was issued a warning for a moving violation at Territorial/7th.

CAD# 2021053588
 TIME: 3/29/2021 11:11:58AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 200 MOORE ST HBRG

RE: an elude and video surveillance at Hurd's Hardware.

CAD# 2021053594
 TIME: 3/29/2021 11:25:18AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 500 S 6TH ST HBRG

RE: 21-00564.

Incident Information:

Description

1.

CAD# 2021053601
 TIME: 3/29/2021 11:41:17AM
 CASE# CAD Only
 HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

No emergency

CAD# 2021053640
 TIME: 3/29/2021 12:32:01PM
 CASE# CAD Only
 HBRG

TRAFFIC STOP Reported at Block of 300 TERRITORIAL ST/N 4TH ST HBRG

Del Titus, 79, of Springfield was given a warning for failure to obey a traffic control device .

WARNING MOVING VIOLATIC

CAD# 2021054070
 TIME: 3/30/2021 3:51:29AM
 CASE# CAD Only
 HBRG

911 HANG UP CALL Reported at Block of 1000 APPLGATE PL HBRG

No Public Narrative.

CAD CALL COMPLETE

CAD# 2021054455
 TIME: 3/30/2021 4:00:10PM
 CASE# CAD Only
 HBRG

CIVIL DISPUTE REPORT Reported at Block of 500 KESLING ST HBRG

Caller's questions were answered. Ongoing civil dispute between family members.

CAD CALL COMPLETE

CAD# 2021054581
 TIME: 3/30/2021 6:36:20PM
 CASE# CAD Only
 HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

Left a message to call back, no emergencies reported

CAD# 2021054844
 TIME: 3/31/2021 7:53:43AM
 CASE# CAD Only
 HBRG

EXTRA PATROL Reported at Block of 600 SMITH ST HBRG

Extra patrol at the grade school and all is well

EXTRA PATROL

Incident Information:**Description**

1.

CAD# 2021055177
TIME: 3/31/2021 3:14:26PM
CASE# CAD Only
HBRG
EXTRA PATROL

EXTRA PATROL Reported at Block of 300 SOMMERVILLE AVE HBRG

no one found in area

CAD# 2021055333
TIME: 3/31/2021 6:33:47PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 200 MACY ST HBRG

Citizen reported a male was seen entering a building and it seemed suspicious. A deputy contacted the male and learned the property owner gave him permission to leave some of his belongings on the property until he is in a better living situation. Non-criminal.

CAD# 2021055351
TIME: 3/31/2021 6:46:52PM
CASE# CAD Only
HBRG
CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 300 N 3RD ST HBRG

Citizen reported a store employee was harassing her and following her around the store. Multiple deputies attempted to contact the reporting person by phone, as she left the area, but there was no answer. A deputy responded to the store and learned they believed the female was stealing from the store and they wanted her trespassed from the location.

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF REVIEWING AND APPROVING THE PROPOSED CHANGES TO THE LIBRARY POLICY THAT SUPPORT BECOMING A FINE FREE LIBRARY ON A TRIAL BASIS.

STAFF REPORT:

Exhibit A: Library Policy Changes

ACTION: MOTION TO APPROVE/AMEND/DENY THE LIBRARY POLICY CHANGES TO SUPPORT THE FINE FREE LIBRARY TRIAL.

THIS AGENDA BILL IS DESTINED FOR: Agenda – April 13, 2021

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
YES	YES	MISC LIBRARY REVENUE

STAFF RECOMMENDATION:

Staff recommend City Council review and approve or amend the proposed changes to the Harrisburg Public Library Policy supporting a Fine Free Library Trial effective July 1, 2021. Staff will return with a resolution in the future.

BACKGROUND INFORMATION:

The City Council recently approved the proposal made by the Harrisburg Library Board to remove overdue book fines, on a trial basis starting on July 1st. The Board also had some suggested changes to the Library policy, some of which will support the trial basis removal of overdue fines. The City Council can find the Policy Amendments in **Exhibit A**.

Administration Fee: The Library Board is suggesting that the 25% Administration Fee be removed. According to the previous policy, this fee was to be added to the patrons account along with the cost of the material if lost or damaged. The Librarians feel that this cost is exorbitant, and that the work completed by the Librarians to return materials or to enter replacement materials into the Evergreen systems should be considered a normal part of their job. The Library Board agreed with their suggestion and are recommending that change to the City Council. Staff have noted that in the table below, there are only two other cities that don't charge an administrative fee.

Fines and Charges: There is no longer a fine for late materials. Charges are not assessed until the item is in the lost mode. At that point, the patron can return the item, can pay for the replacement item, or replace it with a new version, if it is replaced within

30 days of becoming lost. That has been marked to show that it is only allowed on a trial basis.

Suspension of Library Privileges: Previously, privileges were to be suspended after the 4th day of becoming late. With the proposal, privileges will be suspended if an account reaches a balance of \$20.00 in fines. Once a patron’s balance falls below \$20.00, their privileges will once again resume. [For lost or damaged materials that belong to other libraries in the consortium, privileges will be suspended until the lost or damaged material is paid for, returned, or replaced]. Staff has noted that someone who loses a book valued at 19.99, would still be allowed to check out books for perpetuity, as long as they had no further charges to their account. The table below shows that every city has completely different limits and timeframes for when privileges are lost.

The City Council should review the Library Policy changes, and either approve/amend, or deny the Library Policy changes as recommended by the Library Board. Because there were potentially amendments to this policy, staff did not prepare a resolution at this time, and will return with one in the future.

City/Library System	Renew Up to:	Total Items Limit	Time Limit	Daily Late Fees	Admin Fee	Bill for Lost & damaged	\$ at which privileges are lost due to lost materials
Waldport*	n/a	25	14 days	0	None	Yes	\$20 or if over 30 days late
Albany*	2x	n/a	n/a	.20 a day, 4 days grace, capped at \$5	n/a	n/a	\$15
Roseburg*	2x	5	21 days	0	Yes	Yes, Actual + fee	\$25 or if over 14 days late
Sweet Home*	3x	n/a	21 days	.10 a day/\$1 for CD/DVD, 3 days grace, \$5 max	Yes, \$5 Process Fee	Yes, @ Actual	For any delinquent fines & fees
Corvallis-Benton County	3 weeks	20		.15 a day; \$5 max	Yes	Cost of Item	\$10 or one lost item
Newport*	2 weeks	50		0	Yes	Yes	Any Overdue fees
LBCC				.25 a day/\$2 for other	Yes	Yes	\$10 or more in fines
Harrisburg: Current Policy	2x	40 books – kids under 10 - 3 ea.	21 days	.10 a day 4 day grace period	Yes @ 25%	Yes, @ Actual Value	Current Policy is with any overdue notices after .50. (Cap in Evergreen is \$10)
Harrisburg: Proposed Policy	2x	Same	Same	0 (Approved on 03.23.21 for a 1 Year Trial Basis)	0	Same	\$20 or more in fines

REVIEW AND APPROVAL:

Michele Eldridge Date
City Administrator

**THE HARRISBURG
PUBLIC LIBRARY**

Policies and Procedures

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I. Mission and Goal Statements

1. The mission of the Harrisburg Public Library is to provide quality materials and services which fulfill educational, informational, cultural, and recreational needs of the entire community in an atmosphere that is welcoming, respectful, and businesslike.
2. The general library goals of the Harrisburg Public Library shall be:
 - ❖ To serve all residents of the community and the surrounding region.
 - ❖ To acquire and make available to all residents of the above area such books, periodicals, pamphlets, and other services as will address their needs to a) become well informed, b) locate answers to important questions, c) cultivate the imagination and creative expression, d) develop skills for career and vocational advancement, and e) enjoy leisure by means of reading and other media services.
 - ❖ To acquire the means to provide the most frequently requested material locally and upon demand.
 - ❖ To maintain a program of service which locates information, guides reading, organizes and interprets material for people of various backgrounds, and stimulates thinking and intellectual development in individuals of any age.
 - ❖ To strive consistently to discover new methods and improvements for better service for the library's customers.
 - ❖ To review, and if needed, revise the goals of the Harrisburg Public Library every five years in the light of new developments.

II. Who May Use the Library

The library will serve all residents of the community and the public library system area. Service will not be denied because of race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity.

III. Patron Responsibilities and Conduct

It is a patron's responsibility to maintain necessary and proper standards of behavior in order to protect his/her individual rights and the rights and privileges of other patrons. The City of Harrisburg Buildings Use Code of Conduct Policy (Appendix A) states that citizens have the responsibility to use city buildings in a manner that doesn't interfere with the rights of other individuals to access or use city materials, resources and services, doesn't limit the ability of city staff to effectively conduct city business, and doesn't threaten the secure and comfortable environment of city facilities.

Prohibited conduct can include any illegal activity, and includes, but isn't limited to the prohibited conduct list in the City Buildings Code of Conduct policy (see **Appendix A**). Library

patrons may be asked to leave the Library, or they may be removed by the Linn County Sheriff's Office. Serious or repeated violations of the rules may result in a Library patron being excluded from the Library for a designated period of time. Exclusions may be appealed to the Harrisburg City Administrator.

Library Staff are trained and given staff guidelines on how to implement this policy in the Library. In most cases, patrons will be given one warning, and will be asked to behave in an appropriate manner. Library staff should contact their supervisor in order to report that they have either given a warning or have asked a patron to leave the Library for the rest of the day.

Young children:

The Harrisburg Public Library encourages visits by young children, and it is our desire to make this important visit both memorable and enjoyable for the child. Library staff is not expected to assume responsibility for the care of unsupervised children in the library.

Therefore, it is library policy that all children under age ten must be accompanied at all times by a responsible individual. A responsible individual must be at least 12 years old. (Exceptions may be made at the discretion of Library personnel if the responsible individual is in the building). If the young child is attending a library program, we require the parent/responsible person to remain in the library throughout the program.

The policy in relation to young children is based on both the City's Building Use Code of Conduct policy, (Appendix A) as well as Oregon Revised Statutes: <https://www.oregonlaws.org/ors/163.545>

IV. Services of the Library

The library provides materials and resources for information, entertainment, intellectual development, and enrichment of the people of the community. The library should endeavor to:

- ❖ Select, organize, and make available necessary books and materials.
- ❖ Provide guidance and assistance to patrons.
- ❖ Sponsor and implement programs, exhibits, displays, book lists, etc., which would appeal to children and adults.
- ❖ Cooperate with other community agencies and organizations.
- ❖ Secure information beyond its own resources when requested. (Using interlibrary loan and other resource sharing methods provided through the system and state.)
- ❖ Lend to other libraries upon request.
- ❖ Develop and provide services to patrons with special needs.
- ❖ Maintain a balance in its services to various age groups.
- ❖ Cooperate with, but not perform the functions of, school or other institutional libraries.
- ❖ Provide service during hours which best meet the needs of the community, including evening and weekend hours.
- ❖ Regularly review library services being offered.

- ❖ Use media and other public relations mechanisms to promote the full range of available library services.

V. Responsibilities and Authorities of the Library Board

The Harrisburg Library Board is an advisory board to the Harrisburg City Council. The general powers and responsibilities of the Library Board are defined through Harrisburg Municipal Code (HMC) Chapter 2, and specifically in HMC 2.20.040. The Library Board should review and recommend updates to this language every few years.

VI. Volunteers and Friends

1. The Library Board encourages individuals and groups to volunteer their time and efforts in the service of the Harrisburg Public Library.
 - a) Volunteer policies and procedures are provided by the City of Harrisburg. Librarians and the Library Board may recruit volunteers to work specifically in the Library. All volunteers are subject to the City’s volunteer policies, which require background checks, and orientation. No volunteer can work in the Library, or on Library Programs, without first going through this process. Training and orientation must take a place a minimum of two weeks prior to a volunteer running any library program.
 - b) Volunteers must keep track of their time on city supplied timecards specific for this purpose. The Librarians are responsible for tracking the volunteer roster, and keeping timecards.
 - c) Volunteers are not allowed to be in the Library without an employee being present.
 - d) In appreciation of volunteer services, the Library acknowledges the need to organize volunteer activities and provide for appropriate recognition befitting the benefit to the library and the communities it serves.

2. The Harrisburg Library Guild (HLG) is a 501 (c) (3) non-profit group who united to plan and execute fundraisers and other events that benefit the Library. The Library Board and HLG both promote the goals of the Library. The Library Board is the only organization that has the ability to recommend to the City Council any Library policy changes or modifications to City code in relation to the Library. Only the City Council has the legal authority to set policy for the Harrisburg Library.

VII. Personnel Policy

Library staff are city employees, and as such, are subject to the employment policies as adopted in the Harrisburg Employee Manual. HMC 2.20.040 allows the Library Board to assist in the selection process of hiring new Librarian(s) by allowing them to review finalist applications. City Administrative staff as designated by Harrisburg internal policy shall conduct applicant interviews.

VIII. Materials Selection/Collection Development Policy

A. Objectives

The purpose of the Harrisburg Public Library is to provide all individuals in the community with carefully selected books and other materials to aid the individual in the pursuit of education, information, research, pleasure, and the creative use of leisure time.

Because of the volume of publishing, as well as the limitations of budget and space, the library must have a selection policy with which to meet community interests and needs.

The materials selection/collection development policy is used by the library staff in the selection of materials and also serves to acquaint the general public with the principles of selection.

The *Library Bill of Rights* and *The Freedom to Read Statement* have been endorsed by the Harrisburg Public Library Board of Trustees and are integral parts of the policy. These are attached as Appendix B and C respectively.

The materials selection/collection development policy, like all other policies, will be reviewed and/or revised every five years.

B. Responsibility for Selection

The ultimate responsibility for selection of library materials rests with library staff that operates within the framework of the policies determined by the Harrisburg Library Board and by the City of Harrisburg.

C. Criteria for Selection

1. The main points considered in the selection of materials are:
 - ❖ Individual merit of each item
 - ❖ Popular appeal/demand
 - ❖ Suitability of material for the clientele
 - ❖ Existing library holdings
 - ❖ Budget
2. Reviews are a major source of information about new materials. The primary source(s) of reviews are Ingram, Barnes and Noble, Children's Reference.
3. The lack of a review or an unfavorable review shall not be the sole reason for rejecting a title which is in demand. Consideration is, therefore, given to requests from library patrons and books discussed on public media. Materials are judged on the basis of the work as a whole, not on a part taken out of context.

D. Interlibrary Loan

Because of limited budget and space, the library cannot provide all materials that are requested. Therefore, loans through the Linn Library Consortium are used to obtain from other libraries those materials that are beyond the scope of this library's collection.

In return for utilizing interlibrary loans to satisfy the needs of our patrons, the Harrisburg Public Library agrees to lend its materials to other libraries through the same interlibrary loan network. The policies and terms of agreement in relation to interlibrary loans are defined in the Intergovernmental Agreement for the Linn Libraries Consortium, of which the Harrisburg Public Library is a member.

The Harrisburg Library also participates in the Oregon Library Passport Program. Cardholders from libraries throughout the state are allowed to receive a complimentary library card from other libraries that participate in this program. Patrons using this program in Harrisburg are required to comply with all policies of the Harrisburg Library, as though they were a regular library card holder.

E. Gifts and Donations

The library accepts gifts of books and other materials with the understanding that they will be added to the collection only if needed. If they are not needed because of duplication, condition, or dated information, then library staff will dispose of them as required by city policy. The same criteria of selection which is applied to purchased materials are applied to gifts. Memorial gifts of books or money are also accepted. It is desirable for gifts of or for specific titles to be offered after consultation with library staff. Book selection will be made by library staff if no specific book is requested. The Harrisburg Public Library encourages and appreciates gifts and donations.

By law, the library is not allowed to appraise the value of donated materials, though it can provide an acknowledgment of receipt of the items if requested by the donor. All materials donated become the property of the City of Harrisburg Library. Library staff reserve the right to sell surplus books in formal book sales as needed to remove excess donations and materials from storage, following city policies.

F. Weeding

An up-to-date, attractive and useful collection is maintained through a continual withdrawal and replacement process. Replacement of worn volumes is dependent upon current demand, usefulness, more recent acquisitions, and availability of newer editions. This ongoing process of weeding is the responsibility of library staff and is authorized by the Library Board. Withdrawn materials will be handled in a similar manner and under the same authority as donated materials, and as required by City policy.

G. Potential Problems or Challenges

The Harrisburg Public Library recognizes that some materials are controversial and that any given item may offend some patrons. Selection of materials will not be made on the basis of anticipated approval or disapproval, but solely on the basis of the principles stated in this policy.

Responsibility for the reading of children rests with their parents or legal guardians. Selection of library materials will not be inhibited by the possibility that materials may come into the possession of children.

Library materials will not be marked or identified to show approval or disapproval of their contents, and no library material will be sequestered except to protect it from damage or theft.

H. Challenged Materials

Although materials are carefully selected, there can arise differences of opinion regarding suitable materials. Patrons requesting that material be withdrawn from or restricted within the collection may complete a "Statement of Concern About Library Resources" form which is available in the library. The inquiry will be placed on the agenda of the next regular meeting of the Harrisburg Public Library Board. Appeals of the decisions of the Library Board may be made to the Harrisburg City Council. Applicants must contact the Harrisburg City Recorder within ten (10) days following the Library Board Meeting to request to have their appeal heard by the City Council at the next regularly scheduled business meeting.

IX. Circulation Policy

A. Registration

1. All borrowers must be registered and must have a valid local or system patron card to borrow library materials.
2. Patrons must fill out an application form to register for a new library card.
3. Materials cannot be checked out until a library card is issued.
4. All library cards expire after one year. Patrons outside of city limits will need to pay for their cards after they have expired. In city limits, library cards will be renewed when the patron comes in requesting books.

B. Lost or forgotten cards

1. If a patron loses their library card, they should notify the library as soon as possible and request a replacement.
2. Although presenting a card is a considerate and efficient way of checking out books, it is not necessary.

C. Loan periods

1. 3 weeks for books.
2. Interlibrary loans are due the date indicated by the lending library.

- ~~2-3.~~ Materials may be renewed online, by calling the Library, email or in person.
- ~~3-4.~~ Books may be renewed twice if there is not a waiting list for the title.
- ~~4-5.~~ Three weeks for audiobooks, and compact discs.
- ~~5-6.~~ Four days for videocassettes.
- ~~6-7.~~ DVD materials are loaned for 7 days and are nonrenewable if there is not waiting list for the title.

Library Staff may establish the loan period for special collections, materials which are temporarily in great demand, such as for student projects, or materials added to the collection which are in a new format, e.g., computer software.

Library Patrons are limited to 40 books at a time; with one exception-two items on a subject is the limit for a known school assignment and children under 10 years of age can check out no more than 3 items at a time.

D. Reserves

Reserves for Library materials may be placed by patrons either in person, over the phone or online. Patrons will be notified by telephone or email when the materials are available. There is no charge to the patron for placing a reserve or for interlibrary loan services.

E. Fines and charges

~~Harrisburg Public Library does not fine patrons for overdue materials* that are returned within 30 days of the due date and are in good condition. The Library will collect fees for the following: non-resident cards, replacement cards, lost or damaged materials, photocopies and printing. There is a fine for overdue materials. A first notice is sent after the material is due, in 30 days. If the material is not returned within a 4 day grace period, then on the 5th day, a bill will be sent for the material with the cost of replacement of the material plus an administrative fee. Patrons who have been sent an overdue notice shall be denied borrowing privileges, until those overdue materials are returned or paid for if lost and/or damaged~~

*The City Council has approved a one-year trial of the fine free library system, starting on July 1, 2021.

F. Damaged and Lost materials

If materials are damaged so as to be judged by the library as being unsuitable for the collection, the patron must pay the replacement cost ~~plus an administrative fee equal to 25 percent (25%) of the value of the lost or damaged item.~~ A notice (**Appendix D**) of these charges will be sent to the borrower. Any materials damaged and paid for become the property of the library patron who has paid the replacement charge. If the patron does not wish to keep the library materials, then it may be disposed of by library staff.

The patron does have the option to replace the lost or damaged materials with a new version if it is done within 30 days of being marked lost. If the patron finds the book and returns it within that same 30 days, the replacement fee will be cleared.

Failure to return or pay replacement costs for lost or damaged books will result in the loss of the use of library patron privileges for the patron and can result in a civil infraction for which the person can be cited and charged a fine in Municipal Court. A library patrons borrowing privileges will be suspended if their account reaches a balance of \$20.00 in fines for lost or damaged materials. Once the balance falls below \$20.00, their privileges will once again resume. For lost materials that belong to other libraries in the consortium, privileges will be suspended until the lost or damaged material is paid for, returned, or replaced.

G. Confidentiality

Public Records exempt from disclosure under ORS 192.355 (23) include the records of a library, as follows:

- ❖ Circulation records, showing use of specific library material by a named person;
- ❖ The name of a library patron together with the address or telephone number of the patron; and
- ❖ The electronic mail address of a patron.

Persons requesting a copy of records of any kind should be directed to the City Recorder of the City of Harrisburg, who is the public records official for the City.

The Harrisburg Public Library adheres strictly to all sections of this Statute regarding the protection of the confidentiality of its users

X. Reference Service Policy

The Harrisburg Public Library:

- ❖ Will provide information in the form of short answers to specific questions and guidance in locating material for patrons who appear in person, call on the telephone, or request information through correspondence;
- ❖ Will assist patrons in the use of the Library and teach basic research methodology, when appropriate (this includes providing help in developing a research strategy and advice on whether a trip to the Library would be worthwhile for individuals who telephone);
- ❖ Will provide bibliographic verification of items both in the Library and not owned by the Library and will assist patrons in obtaining materials through interlibrary loan, when appropriate;
- ❖ May refer library users to other agencies and libraries in pursuit of needed information; and,
- ❖ May use not only the Library's resources in printed form but consult appropriate digital resources as well as the regional resource library and other agencies by telephone in pursuit of "ready reference" information.

XI. Programming Policy

A "program" is a planned interaction between the library staff and the program participants for the purpose of promoting library materials, facilities, or services, as well as offering the community an informational, entertaining, or cultural experience.

Programming includes such activities as story times, films and activities on no-school days, summer library programs for children, speakers for young adults, and book or author discussion groups for adults.

The board, in conjunction with library staff, will establish a budget and goals for programming to facilitate the effective implementation of this service.

XII. Public Relations & Complaints Policy

A. Public relations goals of the Harrisburg Public Library are:

- ❖ To promote a good understanding of the Library's objectives and services among governing officials, civic leaders, and the general public;
- ❖ To promote active participation in the varied services offered by the library to people of all ages.

1. The Board recognizes that public relations involves every person who has connections with the Library. The Board urges its own members and every staff member to realize that he or she represents the library in every public contact. Good service supports good public relations.
2. Patrons who have complaints about general library procedures, other than the collections policy, should relate those complaints to library staff. If they feel that their needs have not been addressed, then they will submit their complaint in writing to the Library Supervisor. If the patron is not satisfied with the response from the Library supervisor, they may then submit their complaint in writing to the Library Board, who will hear said complaint at the next regularly scheduled Library Board meeting. Appeals about decisions made by the Library Board may be submitted in writing within a ten-day period following their decision to the City Recorder of the City of Harrisburg, who will schedule the issue to be heard at the next regular City Council business meeting.
3. Patrons who have complaints about library staff should submit their complaint in writing to the Library supervisor. If the patron is not satisfied with the response from the Library supervisor, they may then submit their complaint in writing to the City Administrator. The decisions of the City Administrator are made according to the City's personnel policy and are therefore final.
4. Library staff will be expected to make presentations and to participate in community activities to promote library services. A reasonable amount of library time will be allowed for preparation and speaking. Materials to be used by press, radio, or television will be approved by the library supervisor.

XIII. Equipment Use Policy

A computer is available to patrons on a first-come, first-served basis. Patrons will sign in to use computer. Instructions for operating hardware are displayed near the computer. There is no charge for use of the computer; however, in order to make the service available to as many patrons as possible, a time limit for usage has been imposed. That time limit is 60 minutes. An extended time will be allowed for patrons doing research, job searches and homework. Library staff is available for general assistance in using the computer. However, staff are not expected to train patrons in the use of application programs. Tutorial manuals will be provided when available.

Patrons using a library computer are required to sign in at a log kept at the front desk.

Patrons will be charged for the use of any printers, or copiers, according to a fee schedule set by City Council Resolution. Copy machine users are advised that there are restrictions on copyrighted materials. Any violation of copyright is the responsibility of the copy machine user.

XIV. Internet Use Policy

The Harrisburg Public Library is providing access to the Internet as a means to enhance the information and learning opportunities for the citizens of the library's service area. The City of Harrisburg has established the Internet Use Policy to ensure appropriate and effective use of this resource.

Access to the Internet is available to all patrons; however, this service may be restricted at any time for use not consistent with the guidelines. Parents of minor children must assume responsibility for their children's use of the library's Internet service; prior to being granted access to the Internet. All users must sign the log-in chart prior to beginning their session.

Expectations:

Users should be aware that the inappropriate use of electronic information resources can be a violation of local, state, and federal laws and can lead to prosecution. The user will be held responsible for his/her actions using the Internet. Users are expected to abide by the policies below which include generally accepted rules of network etiquette. Unacceptable uses of the service will result in the suspension or revocation of Internet use privileges.

Warnings:

The Internet is a decentralized, unmoderated global network; the Harrisburg Public Library has no control over the content found there. The library will not censor access to material nor protect users from offensive information, and it is not responsible for the availability and accuracy of information found on the Internet. The use of WIFI in the Harrisburg Library requires the user to confirm compliance with the Internet Use Policy/Disclaimer Notice (**Appendix E**) as required by the City of Harrisburg.

The library cannot assure that data or files downloaded by users are virus-free. The library is not responsible for damages to equipment or data on a user's personal computer from the use of data downloaded from the library's Internet service.

The use of the Internet and e-mail is not guaranteed to be private. Messages relating to or in support of illegal activities will be reported to the proper authorities.

Guidelines:

- ❖ Users may use the Internet for research and the acquisition of information to address their educational, vocational, cultural, and recreational needs
- ❖ Users may use the Internet for the receipt and transmission of electronic mail (e-mail) as long as they use a free e-mail service which will establish and maintain an account for them; the library is unable to manage e-mail accounts for any organizations or individuals
- ❖ Internet use is offered in sixty (60) minute sessions on a first-come, first-served basis; each user is allowed one session—except in the case of using it for research, job search or homework.
- ❖ Users will respect and uphold copyright laws and all other applicable laws and regulations; they will not use it for illegal purposes
- ❖ Users will respect the rights and privacy of others by not accessing private files
- ❖ Users agree not to incur any costs for the library through their use of the Internet service
- ❖ Users shall not create and/or distribute computer viruses over the Internet
- ❖ Users shall not deliberately or willfully cause damage to computer equipment, programs, or parameters

XVII. Public Notice Bulletin Board Policy

- ❖ Bulletin board materials may be submitted for posting by nonprofit organizations for civic, educational, or cultural purposes. Such organizations may submit literature publicizing a specific event. Limited space generally allows only short-term notices. Library staff must approve all postings and may prohibit postings which do not meet library standards. Library staff will place and remove postings promptly.
- ❖ Each item posted must be dated and signed. A request for return of items, along with name and telephone number of people to be contacted, should be printed on the back of each article. Unless such arrangements are specified, items must be picked up the day following the date of the publicized event if the owners want them returned. Otherwise, the library will not be responsible for returning materials.

XVIII. Disasters/Emergency Incident Policy

The Harrisburg Library is a public facility that is operated by the City of Harrisburg. As such, responses by library staff to emergencies in the Library are defined in the City's Emergency Incident Plan. Library staff is required to be trained on all emergency incident procedures and are

responsible for evacuating the Library and municipal center, if they are directed to do so by the City Administrator, or incident coordinator.

The following are the main types of potential emergencies that can occur at our facilities:

- Fire
- Medical Emergency due to accidents or illness
- Environmental Emergency: windstorm, flood, earthquake, extreme temperatures
- Chemical Spills or Releases
- Bomb Threat
- Violence, including Robbery
- Terrorism as defined by the Homeland Security

Library staff and patrons evacuated due to an emergency are directed to gather on the sidewalk located on the west side of the fire station.

If staff are dealing with a localized emergency incident in the Library facility, then they should call 911 to engage emergency personnel if needed. Library staff is directed to contact their supervisor or City Hall in order to report an incident or emergency. Non-emergency incidents should be immediately reported to their supervisor.

Library staff can be directed by the supervisor, City Administrator, or City Recorder/Asst. City Administrator (HR) to complete a statement with details of any incident that occurs in the Library that has the potential of escalating into workplace violence, harassment, or that could result in complaints against the Library or the City of Harrisburg.

Please refer to City’s Emergency Incident Plan, provided at the front desk, for more information. Or visit, <https://www.ci.harrisburg.or.us/administration/page/natural-hazard-mitigation-plan>

XIX. Revision of Library Policies

The preceding statements of Harrisburg Public Library's policies shall be subject to review and needed revision at least every five years by the Library Board. Individual policies will be reviewed or added as needed.

Date the Current Version was Adopted by the Library Board: _____

Appendixes:

- A. Harrisburg City Buildings Use Code of Conduct Policy
- B. Library Bill of Rights
- C. The Freedom to Read Statement
- D. Damaged Materials Letter
- E. Internet Use Disclaimer
- F. State of Concern about Library Resources Form

DRAFT

Appendix A:

Harrisburg City Buildings Use Code of Conduct

The purpose of this Citizen Code of Conduct is to maintain a safe and pleasant environment, and an efficient operation of City business in City buildings – including the Harrisburg City Hall, Library, and Justice Center. It also ensures the access for all citizens to City buildings, the safety of all users and staff, and the protection of the materials, resources, equipment and facilities.

Citizens have the responsibility to use the City buildings in a manner that:

- Does not interfere with the rights of other individuals to access or use City materials, resources and services;
- Does not limit the ability of City staff to effectively conduct City business; and
- Does not threaten the secure and comfortable environment of City facilities.

Prohibited conduct includes any illegal activity and includes, but is not limited to, the following:

- Willfully annoying, harassing, intimidating or threatening another person.
- Damaging a City building, furnishings or equipment or using furniture or equipment in a manner that could cause harm to self, others or personal or public property.
- Soliciting, campaigning, fundraising or selling, unless allowed pursuant to an executed rental agreement.
- Posting notices, posters or flyers unless on authorized bulletin boards.
- Behaving in a loud, boisterous, offensive, indecent or disruptive manner, using abusive or threatening language or gestures, fighting or threatening to fight, running, pushing, shoving or throwing things.
- Children under the age of 10 years of age must be accompanied at all times by a responsible individual who is at least 12 years old (*exceptions may be made at the discretion of City personnel if the responsible individual is in the building*). Responsibility for the safety and behavior of children while in a City building belongs to the parent or caregiver. The City staff will not act as babysitters and will assume no responsibility for children left unattended on City premises.
- Using a cell phone or other electronic device in a manner that is disruptive.
- Impeding access to the building or an area of the building or blocking passageways, doorways or aisles.
- Bringing animals into buildings, except service animals, without prior written approval of the City Administrator or designee.
- Leaving unattended personal items in the building. The City assumes no responsibility for lost, stolen, or unattended personal items. Items left longer than 5 minutes or suspicious packages, bags or materials that, in the opinion of staff, are a potential threat, may be removed from the premises without notice.

- Entering non-public areas unaccompanied by a staff member or without prior authorization from a staff member.
- Failing to exit the building at closing or not following directions from staff.
- Relocating or tampering with tables, chairs, equipment or other furniture without staff permission.
- Failing to wear appropriate clothing including footwear and shirts.
- Sleeping or loitering in public spaces without prior written approval of the City Administrator or designee.
- Eating or drinking, unless as part of an approved program, meeting room event or in designated areas.
- Using public restrooms for bathing, shaving, washing hair, changing clothes or other activities without prior written approval from the City Administrator or designee.

Anyone whose actions are prohibited conduct may be asked to leave the City facility or they may be removed from the building by the Linn County Sheriff's Office. Serious or repeated violations of the rules may result in a person being excluded from the specific City building or buildings for a designated period of time. Exclusions may be appealed to the City Administrator.

Appendix B:

Library Bill of Rights:

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 19, 1939.
Amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; and January 23, 1980;
Inclusion of "age" reaffirmed January 23, 1996, by the ALA Council.

Appendix C:

The Freedom to Read Statement

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

- 6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

- 7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one; the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

Appendix E:

Internet Use Policy

WIFI users should be aware that the inappropriate use of electronic information resources can be a violation of local, state, and federal laws and can lead to prosecution. The user will be held responsible for his/her actions using the Internet or other electronic resources. Users are expected to abide by library policies, which include generally accepted rules of network etiquette. Unacceptable uses of the service will result in the suspension or revocation of Internet use privileges.

The Internet is a decentralized, unmoderated global network; the Harrisburg Public Library has no control over the content found there. The Library will not censor access to material nor protect users from offensive information, and it is not responsible for the availability and accuracy of information found on the Internet.

ADMINISTRATIVE MONITORING

The City of Harrisburg ("City") reserves the right to administratively monitor this service at all times and by using this service, you expressly consent to such monitoring. Additionally, the City's system administrators may provide evidence of possible criminal activity identified during such monitoring to appropriate law enforcement officials. If you do not wish to consent to such monitoring, exit this system now.

DISCLAIMER OF LIABILITY AND RELIABILITY

This service is provided on an "as is" basis. The City does not guarantee, nor make any warranties regarding, the condition or functionality of this service, its suitability for use, or that it will be uninterrupted or error-free. The City reserves the right to make changes to this service at any time without notice.

This service operates on an unsecured network connection and it may be possible for others using this service to access your computer. By agreeing to this and other statements in this agreement, you agree to hold the City harmless for any and all damage that may occur due to the use of this service.

Because this service connects to the World Wide Web, once you agree to the terms and conditions of this agreement, the City cannot control the information you access. Each individual web site has its own set of policies about what information is appropriate for public access, by which you agree to follow.

DISCLAIMER OF DAMAGES

By using this service, you assume all risks associated with its use, including any risk to your computer, software or data being damaged by any virus, software, or any other file that might be transmitted or activated via access to the service. The City shall not be liable for any special, incidental, or consequential damages, including, without limitation, lost revenues or lost profits, resulting from the use or misuse of this service.

INDEMNIFICATION

As a condition of use of this service, you agree to indemnify the City, its elected officials, officers, employees and agents against any and all liability, expenses (including reasonable attorney fees) and damages arising out of claims resulting from your use or misuse of this service.

DISCLAIMER OF ASSOCIATION

You acknowledge that no joint venture, partnership, employment or agency relationship exists between you and the City as a result of this agreement or use of this service. You agree that you will not hold yourself out as a representative, employee or agent of the City and the City shall not be liable for any representation, act or omission on your part.

DISCLAIMER OF ENDORSEMENT

References to any specific commercial products, process or service by trade name, trademark, manufacturer, provider or otherwise that are obtained through use of this service do not constitute or imply an endorsement or recommendation by the City. Views and opinions referenced in any document accessed through use of this service do not necessarily state or reflect those of the City and shall not be used for advertising or product endorsement purposes.

JURISDICTION AND VENUE

This agreement is governed by the laws of the State of Oregon and venue of any litigation arising under this agreement shall be in the circuit court of Linn County, Oregon.

SEVERABILITY

If any provision of this agreement is determined to be illegal, invalid or unenforceable, that provision shall be enforced to the maximum extent possible to most closely match the intent of the original provision and the legality, validity and enforceability of the remaining provisions shall not be affected or impaired.

BY CLICKING 'CONTINUE'; YOU ARE HEREBY AGREEING TO THESE TERMS AND CONDITION

Appendix F:

Form: Statement of Concern About Library Resources

Harrisburg Public Library

STATEMENT OF CONCERN ABOUT LIBRARY RESOURCES

Name _____ Date _____

Address _____ Phone _____

City _____ State _____ ZIP _____

Resource on which you are commenting:

_____ Book	_____ Audio-visual Resource
_____ Magazine	_____ Content of Library Program
_____ Newspaper	_____ Other

Title: _____

Author/Publisher or Producer/Date: _____

1. To what do you object? Please be as specific as possible.
2. Have you read or listened or viewed the entire content? If not, what parts?
3. What do you feel the effect of the material might be?
4. For what age group would you recommend this material?
5. In its place, what material of equal or better quality would you recommend?
6. What do you want the library to do with this material?
7. Additional comments:

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF DISCUSSING AND APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE TRI-COUNTY CHAMBER OF COMMERCE AND THE CITY OF HARRISBURG TO SUPPORT THE ANNUAL SUMMER CONCERT SERIES

STAFF REPORT:

Exhibit A: The original proposal that John provided to the Chamber of Commerce.

Exhibit B: Proposed MOU between the City and the Chamber

ACTION: MOTION TO APPROVE/AMEND THE MOU BETWEEN THE TRI-COUNTY CHAMBER OF COMMERCE AND THE CITY OF HARRISBURG REGARDING THE COLLABORATIVE PARTNERSHIP BETWEEN THE TWO ORGANIZATIONS TO SUPPORT THE ANNUAL SUMMER CONCERT SERIES.

THIS AGENDA BILL IS DESTINED FOR: Agenda – April 13, 2021

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
\$1,000	Yes	Community & Economic Development Fund

STAFF RECOMMENDATION:

Staff recommends the City Council approve the MOU with the Chamber of Commerce

BACKGROUND INFORMATION:

On February 11, 2020, the previous City Administrator, John Hitt, announced during a Verbal Report segment that he was working with the Chamber of Commerce on a proposal for them to take over the Summer Sounds Concerts Series. Council did not have any issues with his suggestion; therefore, he met with the Chamber in April of 2020, and provided them with the proposal found in **Exhibit A**. The Chamber was enthusiastic about the opportunity; the current President, Shawn Davis is the Committee Chairperson.

Staff has been receiving phone calls from bands interested in the concert series this summer and has been forwarding them to the Chamber of Commerce. The Chamber Executive Board recently decided that with the venue being outdoors, that they would like to schedule the concerts and move forward with the event in 2021 with limitations as required by the pandemic. As such, staff has put together a proposed MOU agreement (**Exhibit B**).

The MOU clearly spells out who is responsible for what tasks in relation to the Summer Sounds Concerts. It also requires the Chamber to meet the requirements based upon the Oregon Health Authority risk level guidance for outdoor entertainment dependent upon the level that Linn County is at the time of any concert.

Because of the pandemic, we weren't able to hold concerts last year. However, Staff did make sure that the amount was budgeted in this current fiscal year, in the hopes that we could in 2021. The Council can either approve the MOU as proposed, or they can amend it as desired. The approval of the MOU will authorize the City Administrator to sign it on behalf of the City.

REVIEW AND APPROVAL:

Michele Eldridge Date
City Administrator

TRI-COUNTY CHAMBER OF COMMERCE

Summer Concerts Proposal

Proposal Concept: Tri-County Chamber of Commerce co-sponsors, with City of Harrisburg, the Harrisburg Summer Sounds Concerts at the Gazebo. The Chamber would book and schedule the performers, develop marketing materials and 'MC' each concert.

Chamber Responsibilities: 1. Enter into performance contracts with bands, 2. pay the band fees. (last 3 years band fees have averaged about \$725 per performance – a performance per day) 3. pay any required music licensing fees. Total Summer Sounds Costs for last 5 years have averaged slightly less than \$3000 per year, (4 performances per summer) 5. Work with city to send out event sponsorship letters. All sponsorship funds received by city shall be remitted to Tri-County Chamber. 4. develop marketing materials and/or public notices. 5. Identify placement of same. 5. Work with city staff in set-up and break-down for concerts.

City Responsibilities: 1. Pay Chamber a \$1000 sponsorship fee prior to Chamber expending any funds. 2. In addition, city pays for costs to develop and place marketing & public notification materials, as mutually agreed. 3. Do all set-up and break-down required for concerts, including street closures, etc. 4. Provide necessary liability coverage naming Tri-County Chamber as an 'additional insured' on our policy. 5. Provide frequent recognition of Chamber as the Primary sponsor/host of the concerts. 5. City to reimburse chamber for any chamber expenses in excess of event related revenues. 6. City staff will assist chamber in concert set-up and break-down.

Benefits to Chamber: 1. Chamber can seek additional sponsorships and/or donations prior to and during concerts. (Last five years sponsorships from Knife River, Pacific Power, etc. have averaged almost \$5000 per season) 2. Chamber name can be featured on marketing materials and public notices before, during and after concerts. 3. Chamber membership promotion materials can be made

City of Harrisburg Summer Events 5 Year Revenue/Expenditure Comparison

	2015	2016	2017	2018	2019
Total Revenue	\$5,885.00	\$3,900.00	\$4,800.00	\$6,050.00	\$4,200.00

Total Movie Cost	\$1,391.00	\$1,558.00	\$1,588.00	\$1,943.00	\$2,103.00
Total ASCAP	\$335.00	\$346.16	\$341.00	\$352.51	\$357.00
Total Concerts	\$4,159.00	\$1,995.84	\$2,871.00	\$3,754.49	\$1,740.00

MEMORANDUM OF UNDERSTANDING BETWEEN THE TRI-COUNTY CHAMBER OF COMMERCE AND THE CITY OF HARRISBURG REGARDING THE COLLABORATIVE PARTNERSHIP BETWEEN THE TWO ORGANIZATIONS TO SUPPORT THE ANNUAL SUMMER CONCERT SERIES

This Memorandum of Understanding (MOU) is made and entered into on _____, 2021 between the Tri-County Chamber of Commerce, hereafter referred to as “Chamber” and the City of Harrisburg, hereafter referred to as “City”, an Oregon Municipal Corporation, collectively referred to as the “Parties”.

RECITALS:

1. The Summer Sounds Concert Series is an annual event that is known on a regional basis and has become a tourism destination in the City of Harrisburg during the summer months.
2. This MOU is entered into to document the intention of the Parties to coordinate and collaborate on related efforts needed to support the Summer Sounds Concert Series that are held annually.
3. This MOU sets out the responsibilities of both Parties in relation to the Summer Sounds Concert Series.

4. CHAMBER RESPONSIBILITIES:

1. The Chamber will be required to organize and set up the concert series, including entering into performance agreements with the bands, paying the bands, and working with them on the evening of performances.
2. The Chamber will be responsible for Emceeding the event on the nights of the concerts, including announcements, and thanking sponsors for their support.
3. The Chamber is responsible for any decisions in relation to cancellation of any concert event due to inclement weather. This includes publication of the cancelled event, and communicating this information to the City.
4. The Chamber will be responsible for paying any required music licensing fees.
5. The Chamber will be responsible for set-up and break-down of the event.
6. The Chamber will develop marketing materials, posters, and flyers, and the distribution of such through their normal media (Distribution Lists/Newsletters, Facebook, webpage and for distribution to businesses for posting at their locations).
7. The Chamber will refer to the City of Harrisburg as a sponsor of the Summer Sounds Concert series.
8. The Chamber will be allowed to provide food booths/trailers for the event if desired, strictly adhering to the requirements of the Oregon Health Authority. (Vendors must maintain and require people waiting in lines to 6’ of separation.) They shall be responsible for verifying that outside food vendors have a certificate of liability insurance, in a minimum amount of \$1,000,000 showing both the Chamber and the City as Additional Insureds. Craft/business booths, if allowed, shall sign a hold harmless agreement that protects the City, and Chamber. The Chamber is

encouraged to give Harrisburg businesses the priority over those from other communities, while still providing a quality event.

- 9. The Chamber is required to comply with all federal, state, and local laws, codes, regulations and ordinances applicable to the Summer Sounds Concert Series. This includes the requirement to comply with the guidance provided by the Oregon Health Authority, including:
 - a. Posting signs about wearing masks, face shields, or face coverings, as well as posting clear signs listing COVID-19 symptoms, asking people with symptoms to stay home and who to contact if they need assistance.
 - b. Providing staff to monitor distancing requirements.
 - c. Limiting maximum capacity based on the designated risk level for Linn County. (High Risk Level = 214 people, Moderate Risk Level = 357 people, Low Risk Level = 714 people).
 - d. Ensure that physical distancing of at least six (6) feet between people of different parties is maintained.

5. CITY RESPONSIBILITIES:

- 1. The City will pay the Chamber a \$1,000 sponsorship fee on an annual basis to run and organize the Summer Sounds Concert Event. This fee is in addition to the normal annual support that the City provides to the Chamber.
 - 2. The City shall not be liable for the debts or obligations of the Chamber beyond the amount paid to the Chamber on an annual basis.
 - 3. The City and Chamber will work on a collaborative sponsorship letter which will be mailed by the City to possible sponsors on an annual basis.
 - 4. The City shall function as a fiduciary entity and will forward sponsorship fees to the Chamber.
 - 5. The City will provide necessary liability coverage naming Tri-County Chamber as an 'additional insured' on the City's insurance coverage.
 - 6. The City will work with the Chamber to distribute marketing materials through the normal channels (Webpage, Facebook, Reader Board, Newsletters).
 - 7. The City will provide garbage containers, barricades, traffic cones, and other supplies which the Chamber will use to shut down the street and city parking/driveway at Riverfront Park.
 - 8. The City will refer to the Chamber as a sponsor of the Summer Sounds Concert series.
-
- 6. This agreement may be amended by mutual written agreement of the Parties. The contract shall automatically renew for 12 months on January 1st of each year, unless the Parties provide written notice of termination.
 - 7. Disputes: In the event of any dispute, the City Administrator and the Chamber Executive Director and Chamber President shall meet to discuss and mediate any issues.
 - 8. Termination: Either Party may terminate this contract at any time upon 60 days written notice to either Party.

9. The provisions of this agreement shall be severable. The invalidity or unenforceability of any particular provision of this agreement shall not affect its other provisions, and this agreement shall be construed in all respects as if such valid or unenforceable provision had been omitted.

The parties signing the contract are authorized to sign and to bind the contracting party to the terms of the contract.

On behalf of the Tri-County Chamber of Commerce:

Executive Director Date

Chamber President Date

On behalf of the City of Harrisburg:

City Administrator Date

Attest:

City Recorder Date

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF APPROVING A LOCAL GOVERNMENT GRANT PROGRAM AGREEMENT WITH THE OREGON PARKS AND RECREATION DEPARTMENT (OPRD)

STAFF REPORT:

Exhibit A: OPRD Agreement

ACTION: MOTION TO APPROVE THE LOCAL GOVERNMENT GRANT PROGRAM AGREEMENT FOR THE PARKS MASTER PLAN UPDATE

THIS AGENDA BILL IS DESTINED FOR: Agenda – April 13, 2021

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
\$25,000	Yes	Parks SDC Funds

STAFF RECOMMENDATION:

Staff recommends the City Council approve the IGA with the Oregon Parks and Recreation Department, and to determine how they would like staff to proceed with contracting services.

BACKGROUND INFORMATION:

The City applied for a \$40,000 grant from the Oregon Parks and Recreation Department last summer. Because of the pandemic, and a lack of information from the State of Oregon, staff had assumed that the OPRD grants would be discontinued. To our surprise, we were notified that our request was successful.

The grant will allow the City to hire a private consultant who will write a new Parks Master Plan for the City. Included will be a 132-acre Park Conceptual Plan, and a revision of the Parks SDC’s. The IGA (**Exhibit A**) is common for this type of grant, and the on-line format is the same as the one used by the Main Street Revitalization Grant system, and therefore familiar to Staff.

Council may remember that we had a very good relationship with the company who did the feasibility study for the 100-acre parkland, Cameron McCarthy, out of Eugene. The City Attorney confirmed that ORS does allow us to directly appoint a ‘related services’ consultant if the estimated cost of the work is under \$100,000. Staff had been planning to contact them directly to hire their services, once she had confirmation from the City Attorney. This would be a time saver for the City and allow the project to get underway

faster than what is typical. Because the consultant is already familiar with the City of Harrisburg, it is possible that some savings would apply.

However, last week, Staff was contacted by a Landscaping Company from Portland; Shapiro / Didway. John had been approached by them while working on the Zoning Code revisions, and had answered some questions, and invited them to possibly bid on the work. (They had heard about the project from another vendor.) Because this project is under \$100,000 and is not an annual service, the City Administrator could contact a few of these companies and ask for quotes for this service. That would engender more staff time, and slow the process, but it is also possible that the cost would be more competitive and could possibly result in more savings to the City.

Council can discuss this issue and determine if they prefer the fast start to the project, with a contractor already acquainted with Harrisburg, or if they would like Staff to take the time to contact other planning contractors and to go through a more competitive process.

REVIEW AND APPROVAL:

Michele Eldridge Date
City Administrator

Oregon Parks and Recreation Department Local Government Grant Program Agreement

THIS AGREEMENT (“Agreement”) is made and entered into by and between the State of Oregon, acting by and through its **Oregon Parks and Recreation Department**, hereinafter referred to as “OPRD” or the “State” and the **City of Harrisburg**, hereinafter referred to as the “Grantee”.

OPRD Grant Number: LG20-022

Project Title: Harrisburg Parks Master Plan Update

Project Type (purpose): Planning

Project Description: The project will create a system wide parks master plan that will include the newly acquired 132 acres of Willamette river front in Harrisburg, Oregon. The Project is further detailed in the Project Budget included as Attachment A.

Grant Funds /

Maximum Reimbursement:	\$40,000	(61.54%)
Grantee Match Participation:	<u>\$25,000</u>	(38.46%)
Total Project Cost:	\$65,000	

Grant Payments / Reimbursements: Grant funds are awarded by the State and paid on a reimbursement basis, and only for the Project described in this Agreement, and the original Application included as Attachment B. To request reimbursement, Grantee shall use OPRD’s online grant management system accessible at oprdgrants.org. The request for reimbursement shall include documentation of all project expenses plus documentation confirming project invoices have been paid. Grantee may request reimbursement as often as quarterly for costs accrued to date.

Fiscal Year-End Request for Reimbursement: Grantee must submit a Progress Report and a Reimbursement Request to OPRD for all Project expenses, if any, accrued up to **June 30**, of each fiscal year. The Fiscal Year-End Reimbursement Request must be submitted to OPRD by **July 31**.

Reimbursement Terms: Based on the estimated Project Cost of **\$65,000**, and the Grantee’s Match participation rate of **38.46%**, **the reimbursement rate will be 61.54%**. Upon successful completion of the Project and receipt of the final reimbursement request, the State will pay Grantee the remaining Grant Funds balance, or **61.54%** of the total cost of the Project, whichever is less.

Matching Funds: The Grantee shall contribute matching funds or the equivalent in labor, materials, or services, which are shown as eligible match in the rules, policies and guidelines for the Local Government Grant Program. Volunteer labor used as a match requires a log with the name of volunteer, dates volunteered, hours worked, work location and the rate used for match, to be eligible.

Progress Reports: Grantee shall submit Progress Reports with each Reimbursement Request or, at a minimum, at **three month intervals**, starting from the effective date of the Agreement. Progress Reports shall be submitted using OPRD’s online grant management system accessible at oprdgrants.org.

Agreement Period: The effective date of this Agreement is the date on which it is fully executed by both parties. Unless otherwise terminated or extended, the Project shall be completed by **May 31, 2023**. If project is completed before the designated completion date, this Agreement shall expire on the date final reimbursement payment is made by OPRD to Grantee.

Retention: OPRD shall disburse up to 90 percent of the Grant Funds to Grantee on a cost reimbursement basis upon approval of invoices submitted to OPRD. OPRD will disburse the final 10 percent of the Grant Funds upon approval by OPRD of the completed Project, the Final Progress Report and the submission of five to ten digital pictures of the completed project site.

Final Request for Reimbursement: Grantee must submit a Final Progress Report, a Final Reimbursement Request and five to ten digital pictures of the completed project site to OPRD within 45 days of the Project Completion Date.

Project Sign: When project is completed, Grantee shall post an acknowledgement sign of their own design, or one supplied by the State, in a conspicuous location at the project site, consistent with the Grantee's requirements, acknowledging grant funding and the State's participation in the Project.

Agreement Documents: Included as part of this Agreement are:
Attachment A: Project Description and Budget
Attachment B: Standard Terms and Conditions
Attachment C: Inadvertent Discovery Plan

In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control. The precedence of each of the documents is as follows, listed from highest precedence to lowest precedence: this Agreement without Attachments; Attachment A; Attachment B; Attachment C.

Contact Information: A change in the contact information for either party is effective upon providing notice to the other party:

Grantee Administrator
Michele Eldridge
City of Harrisburg
PO Box 378
Harrisburg, OR 97447
541-995-2200
meldridge@ci.harrisburg.or.us

Grantee Billing Contact
Cathy Nelson
City of Harrisburg
PO Box 378
Harrisburg, OR 97447
541-995-6655
cnelson@ci.harrisburg.or.us

OPRD Contact
Mark Cowan, Coordinator
Oregon Parks & Rec. Dept.
725 Summer ST NE STE C
Salem, OR 97301
503-951-1317
mark.cowan@oregon.gov

Signatures: In witness thereof, the parties hereto have caused this Agreement to be properly executed by their authorized representatives as of the last date hereinafter written.

GRANTEE

**STATE OF OREGON
Acting By and Through Its
OREGON PARKS AND RECREATION DEPT.**

By: _____
Signature

By: _____
Daniel Killam, Deputy Director of Administration

Printed Name

Date

Title

Approval Recommended:

By: _____
Michele Scalise, Grants Section Manager

Date

Date

By: _____
Mark Cowan, Grant Program Coordinator

Date

Attachment A: Project Description and Project Budget

OPRD Grant Number: LG20-022
Project Title: Harrisburg Parks Master Plan Update
Grantee Agency: City of Harrisburg

Project Description:

The project will create a system wide parks master plan that will include the newly acquired 132 acres of Willamette river front in Harrisburg, Oregon.

Project Budget

Hire Independent Consultant to Update city's 2004 Parks Master Plan, Review and Revise as needed city's 2016 100 Acre Park Conceptual Plan and Revise City's Parks SDC Requirement	\$65,000
Total Project Cost	\$65,000

Source of Funding

City's Parks SDC Fund	\$25,000
Total Match	\$25,000

Summary

Total Project Cost	\$65,000
Total Match from Grantee	\$25,000
Grant Funds Requested	\$40,000

Attachment B – Standard Terms and Conditions

Oregon Parks and Recreation Department Local Government Grant Program Agreement

1. **Compliance with Law:** Grantee shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Agreement or to implementation of the Project, including without limitation, OAR chapter 736, Division 6 (the Local Government Grant Program administrative rules).
2. **Compliance with Workers Compensation Laws:** All employers, including Grantee, that employ subject workers who provide services in the State of Oregon shall comply with ORS.656.017 and provide the required Worker’s Compensation coverage, unless such employers are exempt under ORS 656.126. Employer’s liability insurance with coverage limits of not less than \$500,000 must be included.
3. **Amendments:** This Agreement may be amended only by a written amendment to the Agreement, executed by the parties.
4. **Expenditure Records:** Grantee shall document, maintain and submit records to OPRD for all Project expenses in accordance with generally accepted accounting principles, and in sufficient detail to permit OPRD to verify how Grant Funds were expended. These records shall be retained by the Grantee for at least six years after the Agreement terminates. The Grantee agrees to allow Oregon Secretary of State auditors and State agency staff access to all records related to this Agreement for audit and inspection and monitoring of services. Such access will be during normal business hours, or by appointment. Grantee shall ensure that each of its subgrantees and subcontractors complies with these requirements.
5. **Equipment:** Equipment purchased with Local Government Grant Program funds must be used as described in the Project Agreement and Application throughout the equipment’s useful life. The Grantee will notify the State prior to the disposal of equipment and will coordinate with the State on the disposal to maximize the equipment’s ongoing use for the benefit of the Local Government Grant Program.
6. **Use of Project Property:** Grantee warrants that the land within the Project boundary described in the Application (Attachment B) shall be dedicated and used for a period of no less than 25 years from the completion of the Project. Grantee agrees to not change the use of, sell, or otherwise dispose of the land within the Project boundary, except upon written approval by OPRD. If the Project is located on land leased from the federal government, the lease shall run for a period of at least 25 years after the date the Project is completed. If the Project is located on land leased from a private or public entity, other than the federal government, the lease shall run for a period of at least 25 years after the date the Project is completed, unless the lessor under the lease agrees that, in the event the lease is terminated for any reason, the land shall continue to be dedicated and used as described in the Project Application for a period of at least 25 years after the date the Project is completed.

Land acquired using Local Government Grant funds shall be dedicated, by an instrument recorded in the county records, for recreational use in perpetuity, unless OPRD or a successor agency consents to removal of the dedication.

7. **Conversion of Property:** Grantee further warrants that if the Grantee converts lands within the Project boundary to a use other than as described in the grant application or disposes of such land by sale or any other means (“Converted Land”), the Grantee must provide replacement land acceptable to OPRD within 24 months of the date of the conversion or disposal or, if the conversion or disposal is not discovered by OPRD until a later date, within 24 months after the discovery of the

conversion or disposal.

If replacement land cannot be obtained within the 24 month period, the Grantee will provide payment of the grant program's prorated share of the current fair market value of the Converted Land to the State. The prorated share is measured by that percentage of the original grant (plus any amendments) as compared to the original Project cost(s). The replacement land must be equal to the current fair market value of the Converted Land, as determined by an appraisal. The recreation utility of the replacement land must also be equal to that of the Converted Land.

If conversion occurs through processes outside of the Grantee's control such as condemnation or road replacement or realignment, the Grantee must pay to the State a prorated share of the consideration paid to the Grantee by the entity that caused the conversion. The State's prorated share is measured by the percentage of the original grant (plus any amendments) as compared to the original Project cost(s).

The warranties set forth in Section 6 and this Section 7 of this Agreement are in addition to, and not in lieu of, any other warranties set forth in this Agreement or implied by law.

- 8. **Contribution:** If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against a party (the "Notified Party") with respect to which the other party ("Other Party") may have liability, the Notified Party must promptly notify the Other Party in writing of the Third Party Claim and deliver to the Other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Either party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by the Other Party of the notice and copies required in this paragraph and meaningful opportunity for the Other Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to the Other Party's liability with respect to the Third Party Claim.

With respect to a Third Party Claim for which the State is jointly liable with the Grantee (or would be if joined in the Third Party Claim), the State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the Grantee in such proportion as is appropriate to reflect the relative fault of the State on the one hand and of the Grantee on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the State on the one hand and of the Grantee on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. The State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if the State had sole liability in the proceeding.

With respect to a Third Party Claim for which the Grantee is jointly liable with the State (or would be if joined in the Third Party Claim), the Grantee shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the State in such proportion as is appropriate to reflect the relative fault of the Grantee on the one hand and of the State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the Grantee on the one hand and of the State on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. The Grantee's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if it had sole liability in the proceeding.

Grantee shall take all reasonable steps to cause its contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents (“Indemnitee”) from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys’ fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Grantee’s contractor or any of the officers, agents, employees or subcontractors of the contractor (“Claims”). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the contractor from and against any and all Claims.

- 9. **Inspection of Equipment and Project Property:** Grantee shall permit authorized representatives of State, the Secretary, or their designees to perform site reviews of the Project, and to inspect all Equipment, real property, facilities, and other property purchased by Grantee as part of the Project.
- 10. **Public Access:** The Grantee shall allow open and unencumbered public access to the completed Project to all persons without regard to race, color, religious or political beliefs, sex, national origin or place of primary residence.
- 11. **Condition for Disbursement:** Disbursement of grant funds by OPRD is contingent upon OPRD having received sufficient funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow OPRD, in the exercise of its reasonable administrative discretion, to make the disbursement and upon Grantee’s compliance with the terms of this Agreement.
- 12. **No Third Party Beneficiaries.** OPRD and Grantee are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly or indirectly, to a third person unless such a third person is individually identified by name herein and expressly described as intended beneficiary of the terms of this Agreement.
- 13. **Repayment:** In the event that the Grantee spends Grant Funds in any way prohibited by state or federal law, or for any purpose other than the completion of the Project, the Grantee shall reimburse the State for all such unlawfully or improperly expended funds. Such payment shall be made within 15 days of demand by the State.
- 14. **Termination:** This Agreement may be terminated by mutual consent of both parties, or by either party upon a 30-day notice in writing, delivered by certified mail or in person to the other party’s contact identified in the Agreement. On termination of this Agreement, all accounts and payments will be processed according to the financial arrangements set forth herein for Project costs incurred prior to date of termination. Full credit shall be allowed for reimbursable expenses and the non-cancelable obligations properly incurred up to the effective date of the termination.
- 15. **Governing Law:** The laws of the State of Oregon (without giving effect to its conflicts of law principles) govern all matters arising out of or relating to this Agreement, including, without limitation, its validity, interpretation, construction, performance, and enforcement. Any party bringing a legal action or proceeding against any other party arising out of or relating to this Agreement shall bring the legal action or proceeding in the Circuit Court of the State of Oregon for Marion County. Each party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such forum is an inconvenient forum. In no event shall this section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, from any claim or from the jurisdiction of any court.
- 16. **Entire Agreement:** This Agreement constitutes the entire Agreement between the parties. No

waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, Agreements, or representations, oral or written, not specified herein regarding this Agreement. The Grantee, by signature of its authorized representative on the Agreement, acknowledges that the Grantee has read this Agreement, understands it, and agrees to be bound by its terms and conditions.

- 17. **Notices:** Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notices to be given hereunder shall be given in writing by personal delivery, facsimile, email, or mailing the same, postage prepaid, to Grantee contact or State contact at the address or number set forth in this Agreement, or to such other addresses or numbers as either party may hereinafter indicate. Any communication or notice delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine, and to be effective against State, such facsimile transmission must be confirmed by telephone notice to State Contact. Any communication by email shall be deemed to be given when the recipient of the email acknowledges receipt of the email. Any communication or notice mailed shall be deemed to be given when received, or five days after mailing.
- 18. **Counterparts:** This agreement may be executed in two or more counterparts (by facsimile or otherwise), each of which is an original and all of which together are deemed one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart.
- 19. **Severability:** If any term or provision of this agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid.

Reviewed by ODOJ 3/18/21 MC



Request for Reimbursement Guide

All **Progress Reports** and **Reimbursement Requests** must be submitted using OPRD's online grant application and management system. An account with OPRDgrants.org is required for access.

For detailed instruction on how to submit Progress Reports and Reimbursement Requests, see the ***Grant Reporting and Reimbursement Instructions*** at:

- > oprdgrants.org
- > Grant Programs
- > Local Government
- > Management & Reporting Requirements
- > ***Grant Reporting and Reimbursement Instructions***

All files for projects benefiting from Oregon Parks and Recreation Department administered grant funds must be able to pass a State audit. When preparing to submit a Request for Reimbursement, plan on submitting the following documentation:

- Progress Report**
- Project Bills / Invoices**
- Bill Payment Confirmation** – Please submit documentation confirming that all project bills/invoices have indeed been paid. The best way to document this is with some type of **Accounts Paid Report** or **Check Ledger Report** for the project that lists **Payments, Payee, Payment Date** and **Check Number**. (This is different from an Accounts Payable Report which would only list payments pending.) If an Accounts Paid Report is not available, please submit copies of canceled payment checks (with account numbers blocked out).

Once the project is completed . . .

- Project Pictures** – Please plan to submit 5-10 digital pictures of the completed project site, for the project file. Digital pictures can be attached to any Progress Report or Request for Reimbursement. For **Planning Projects**, rather than pictures, please submit a digital copy of the final **Planning Document**.

- Acknowledgement Sign** - Is there any type of signage on site acknowledging OPRD grant support for the project? If not, we will send you one.

If you have questions, please contact:

Mark Cowan
Grant Program Coordinator
mark.cowan@oregon.gov
503-951-1317
<https://www.oregon.gov/oprd>

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF THE MAYOR PROCLAIMING APRIL AS CHILD ABUSE PREVENTION AND AWARENESS MONTH

STAFF REPORT:

Exhibit A: Proclamation for April 2021

ACTION: THE MAYOR OR HIS DESIGNEE WILL READ THE PROCLAMATION ALOUD THAT WILL PROCLAIM APRIL 2021 AS CHILD ABUSE PREVENTION AND AWARENESS MONTH IN HARRISBURG

THIS AGENDA BILL IS DESTINED FOR: Agenda – April 13, 2021

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
n/a	n/a	n/a

STAFF RECOMMENDATION:

Staff recommends the Mayor Proclaim April 21 as Child Abuse Prevention and Awareness Month.

BACKGROUND INFORMATION:

The City of Harrisburg participates in the Linn County Child Abuse Network, or CAN efforts, on an annual basis. The blue pinwheels are available at the Gazebo, and near the Library, to encourage people to be aware of, and to prevent, Child Abuse.

The Mayor or his designee will read the Proclamation that April 2021 is the Child Abuse Prevention and Awareness Month.

REVIEW AND APPROVAL:

Michele Eldridge Date
City Administrator

PROCLAMATION
April, 2021 “Child Abuse Prevention and Awareness Month”

WHEREAS, Children are valued in Linn County and should live in a safe, healthy home; and

WHEREAS, In 2019, 18.2% (5,051) Linn County children 0-17 were living in poverty, 20.9% (5840) were food insecure and 5.2% (1180) students were homeless; and

WHEREAS, Preventing child abuse and neglect is a community value that depends on the involvement of people community wide in order to provide access to the resources needed for safe, healthy living; and

WHEREAS, Child abuse and neglect not only directly harms children, but also increases the likelihood of health problems, poor education performance, substance abuse and early pregnancy. These problems can compound themselves as the child becomes an adult. Abuse and neglect are far reaching with no social economic group immune and children of all races and ethnicities are victims. Child abuse is a total community problem affecting all levels of society; and

WHEREAS, There were 533 substantiated cases of child abuse and neglect in Linn County during 2019.

WHEREAS, During 2019, there were 23 Oregon children who died from causes related to familial/caregiver abuse and/or neglect; 17 of those who died were five years old or younger with 12 of these 17 being less than one year old; and

WHEREAS, The prevention of child abuse needs to be addressed by the entire community; and now, therefore, the City of Harrisburg proclaims April, 2021 as “Child Abuse Prevention and Awareness Month” throughout Harrisburg and calls upon all citizens, community agencies, religious organizations, medical facilities and businesses to increase their participation in efforts to support children and their families in living safe and healthy lives, therefore, helping to preventing child abuse and neglect.

IN WITNESS WHEREOF, we have set our hands and caused the seal of the City of Harrisburg to be affixed this date of April 13, 2021.

Robert Duncan, Mayor

Attest:

City Recorder

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

- Exhibit A: City Council Minutes for February 9, 2021
- Exhibit B: City Council Minutes for February 10, 2021
- Exhibit C: City Council Minutes for February 23, 2021
- Exhibit D: City Council Minutes for March 9, 2021
- Exhibit E: Payment Approval Report for March 2021
- Exhibit F: Planning Commission Minutes for March 16, 2021

ACTION: MOTION TO APPROVE THE CONSENT LIST

A motion to approve the consent list will approve the following:

- 1. The City Council Minutes for February 9, February 10, February 23, and March 9, 2021**
- 2. The Payment Approval Report for March 2021**

THIS AGENDA BILL IS DESTINED FOR: Consent Agenda – 04.13.21

STAFF RECOMMENDATION:
Staff recommends the City Council approve the consent list.

BACKGROUND INFORMATION:

Construction Permits:

March:	Submitted: 16
	Issued: 10
New Homes:	None

YTD Valuation: *Please note valuation is not added to the City’s property tax base until the fall period following when the permit is finalized. As such, the typical timeframe for most construction to show up on our tax base is the following year in November. The valuation figure includes new home values, the value of commercial or industrial construction, and the value of extensive remodels.*

2021 YTD: \$ 189,859 (No changes from last report.)

Business Licenses Issued:

- Pratum Co-op, in the former Willamette Ag building. They sell wholesale irrigation equipment.
- Exodus Recovery Services LLC: They are joining Leia Hughey at Country Counseling, and are substance abuse counselors.

Committee Minutes: *Please note all committee/board minutes are approved by the individual committee, and not by the City Council consent agenda approval.*

Library Board: Chairperson: Cassandra Barney

The Library Board met on March 11, 2021, and on April 1st, 2021. Those minutes are not yet available.

Next Scheduled Meeting: May 13, 2021

Personnel Committee: Chairperson; Kimberly Downey

The Personnel Committee has not met since Feb 1st, 2021. They will be meeting in the month of April, TBD.

Next Scheduled Meeting: TBD

Planning Commission: Chairperson; Todd Culver

The Planning Commission met on March 16, 2021. Those minutes are attached.

Next Scheduled Meeting: April 20, 2021

REVIEW AND APPROVAL:



04.07.21

Michele Eldridge
City Administrator

Date



City Council Business Meeting Minutes
February 09, 2021

Mayor: Robert Duncan, Presiding
 Council President: Mike Caughey, Present
 Councilors Present: Robert Boese, Adam Keaton, Randy Klemm, and Charlotte Thomas.
 Councilors Absent: Kim Downey
 Staff Present: City Administrator John Hitt, Assistant City Administrator/City Recorder Michele Eldridge, Finance Officer/Deputy Recorder Cathy Nelson
 Meeting Location: Harrisburg Municipal Center @ 354 Smith St.

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:34pm.

CONCERNED CITIZEN(S) IN THE AUDIENCE – All present were for items on the agenda.

LCSO REPORT: LCSO Representatives will be at the next meeting.

RESOLUTIONS

THE MATTER OF ADOPTING AN UPDATED FEE SCHEDULE BY APPROVING RESOLUTION NO. 1250

- Thomas was a little concerned that the schedule attached to the report doesn't reflect the amount that Council had decided on. She wasn't sure it mattered.
- Eldridge noted that the correct amount is reflected in the resolution. (After note: The schedule was purposely a copy of the previous meetings document.)
- Caughey motioned to Approve Resolution No. 1250, "A Resolution Approving Amendments to the City Fee Schedule, and setting an effective date." He was seconded by Keaton, and the City Council voted unanimously to approve Resolution No. 1250, and thereby approving an increase to the City's Land Use Fee Schedule.

NEW BUSINESS

February 09, 2021

THE MATTER OF APPROVING A REVISED IGA WITH COBURG FOR POLICE/PUBLIC SAFETY PURPOSES

STAFF REPORT: Hitt summarized the report, noting that the patrol hours are increasing from 25 to 35 hours a month, and that the rate would be changed from \$51 an hour to \$64 an hour, as requested by the City of Coburg.

Caughey was concerned about the date on the contract, because he thought it should be July 1, 2022. However, Hitt told him that it doesn't make any effective difference to change it; even if it's expired, you can continue to enforce it. He can change it if Caughey would really like. Caughey then asked about the dates in the contract that are four months apart. Was that set up on purpose? Hitt told him he did that purposefully in order to avoid the busy holiday months.

Thomas then said that Adam brought up that the hourly rate had been increased. Was there any discussion on the City side about the hourly rate, or did we just accept it this way? Hitt told her that Coburg indicated that there has been a regular officer here, more often than when it was a reserve officer. He didn't ask to see their calculations. Thomas didn't want to see an increase. She didn't think that Coburg should do that. Hitt told her that we can ask for a figure in the future, and Thomas wanted him to do that. Hitt thought it was worth it, with the additional services and code enforcement. Based on his own experiences, he felt it was worth it, and didn't wrangle it. He knew those numbers would change. Eldridge added that we did question it, and they had fully intended on only having reserve officers on patrol, but that frequently, it ended up being higher paid employees, and sometimes the Police Chief. Thomas just wanted to make sure that we were paying attention and knew why it had been increased.

Keaton was still concerned about the fee, as it was a 21% increase. With what we argued about with the Sheriff's office, and the 5%, he thought the 5% looked rather good in comparison. We might not have gone with the City of Coburg if we had known there would be this type of increase. Hitt said that he looked at the contract, and at our budget, and did some negotiation with them. It was negotiation on everything. There is no commitment on our part if we don't want to consider future cost increases.

- **Caughey motioned to approve the Intergovernmental Agreement for Law Enforcement Services with the City of Coburg and was seconded by Klemm. The City Council then voted unanimously to approve the IGA with the City of Coburg for Traffic Enhancement Services.**

THE MATTER OF APPROVING THE 2ND QUARTER 2020/2021 EXPENSE REPORT

STAFF REPORT: Nelson told the City Council that the Expense Report was looking good. The report has been adjusted for audited year end, which is why you are seeing so many red figures, mostly due to the beginning fund balances being adjusted. Red in revenue is good, but in expenditures, it's bad. She added that we have about a 101.3% return on property taxes right now, so we are really looking good.

- **Klemm motioned to approve the 2nd Quarter 2021/2021 Expense Report and was seconded by Caughey. The City Council then voted unanimously to approve the 2nd Quarter Expense Report.**

February 09, 2021

THE MATTER OF APPROVING THE CONSENT LIST

- Thomas didn't want to pull the report out for discussion, but she wanted to know why there was such a large payout marked as refund to Knife River?
- Eldridge told her that was because they won't be building their office structure, therefore, we had to refund the SDC's to them.
- Thomas then **motioned to approve the Consent List and was seconded** by Caughey. **The City Council then voted unanimously to approve the consent list. The action of City Council approved the following items:**
 - **The City Council Minutes for January 12, 2021**
 - **The Payment Approval Report for January 2021**

THE CITY COUNCIL THEN RECESSED AT THE HOUR OF 6:54PM, IN ORDER TO HOLD THE HRA BOARD MEETING.

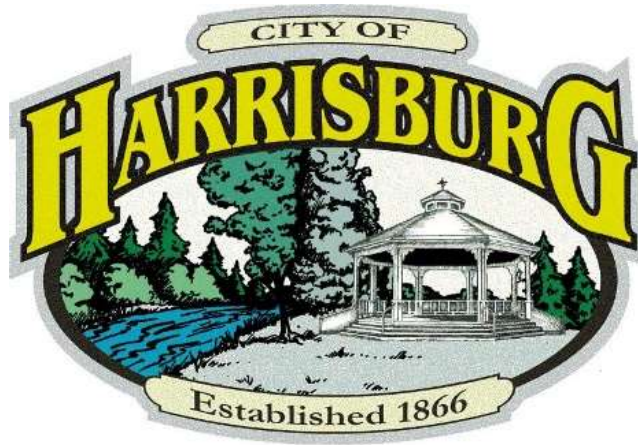
THE CITY COUNCIL MEETING RESUMED AT THE HOUR OF 6:56PM. Assistant City Administrator/City Recorder Michele Eldridge left at this time, while the Utility Billing/Library Supervisor/Municipal Clerk Lori Ross, and Public Works Foreman Rick Nelson joined the meeting.

THE MATTER OF AN EXECUTIVE SESSION UNDER 192.660(1)(2)(A) TO INTERVIEW TWO CITY ADMINISTRATOR CANDIDATES.

The City Council returned to regular session at the hour of 9:11pm.

OTHER ITEMS: None

ADJOURN: The City Council meeting adjourned at the hour of 9:12.



City Council Special Meeting Minutes
February 10, 2021

Mayor: Robert Duncan, Presiding
 Council President: Mike Caughey, Present
 Councilors Present: Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm, and Charlotte Thomas
 Staff Present: City Administrator John Hitt, Finance Officer/Deputy City Recorder Cathy Nelson, Utility Billing/Court Clerk/Library Supervisor Lori Ross, and Public Works Foreman Rick Nelson
 Meeting Location: Harrisburg Municipal Center located at 354 Smith St.

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan, at the hour of 5:30pm
CONCERNED CITIZEN(S) IN THE AUDIENCE. All present were there for items on the agenda.

THE MATTER OF AN EXECUTIVE SESSION TO INTERVIEW TWO CITY ADMINISTRATOR CANDIDATES AS PROVIDED FOR 192.660(1)(2)(A).

The Mayor declared an Executive Session as per ORS 192.660 (1)(2)(A) at 5:31pm.
The City Council exited the Executive Session at the hour of 9:22pm.

- **Caughey motioned to approve extending a conditional offer of employment to Michele Eldridge as City Administrator and authorize the City Administrator to negotiate the detailed terms of a new agreement with the selected candidate. He was seconded by Downey. City Council voted. Caughey, Downey, and Klemm voted for the motion. Keaton, Boese, and Thomas voted against the motion, creating a tie vote. Mayor Duncan voted in favor of the motion as per the City of Harrisburg’s Charter, Chapter IV, Section 21. With a four (4) to three (3) votes in favor, the motion was approved to extend a conditional offer of employment to Michele Eldridge as City Administrator and authorize the City Administrator to negotiate the detailed terms of a new agreement with the selected candidate.**

ADJOURN at 9:29pm.

Mayor

City Recorder



City Council Work Session Meeting Minutes
February 23, 2021

Mayor: Robert Duncan, Presiding
 Council President: Mike Caughey, Present
 Councilors Present: Robert Boese, Adam Keaton, Randy Klemm (6:31pm), and Charlotte Thomas.
 Councilors Absent: Kim Downey
 Staff Present: City Administrator John Hitt, Assistant City Administrator/City Recorder Michele Eldridge, Public Works Director Chuck Scholz, and Finance Officer/Deputy Recorder Cathy Nelson
 Meeting Location: Harrisburg Municipal Center @ 354 Smith St.

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:30pm

CONCERNED CITIZEN(S) IN THE AUDIENCE. (Please limit presentation to two minutes per issue.)

- Mike Hurd, one of the owners of Hurds Hardware & Custom Machinery was present. As a business owner, he had some concerns about what we are all calling 'pedestrian bubbles'. It's probably too late to stop, as they are getting ready to pour. Installing those means that they are losing 8 parking spots in an area that already doesn't have enough parking as it is. Parking is essential, and we are losing spots. The distance between the bubbles is also concerning, as its 24' wide, allowing only a 12' travel lane. A vehicle is supposed to maintain their travel lane. He sent notice to the Mayor, John Hitt, and Michele Eldridge of traffic lane requirements, although the information he sent was from the State of Texas. (Please see Addendum No. 1 for that email.) A 24' box truck needs a 12.4" travel lane. A 24' truck and trailer needs 20', and a 48' semi-trailer needs a 28' travel lane in a commercial area. How do they think the restaurants get their food, and beer, other than by these types of trucks? In order to travel to businesses without being shut into these narrow width locations, they are being shunted to residential neighborhoods instead, where Council doesn't want them. This design is out doing the reason for having our downtown to be improved. He doesn't know how to justify what we have in our commercial area now. If a truck can't keep to its travel lane, and it's going around the corner, there is always a chance that it could go

February 23, 2021

over someone who is there too, hurting them. To him, pedestrian safety is being threatened.

- Mayor Duncan thanked him for being here and said that the design is because of the ADA requirements, and the slope from the buildings in the old part of town.
- Hurd thought you could be providing ADA ramps without the bubbles; you did next to his business.
- Scholz did talk with a design engineer. Even if we tried to cut them back in design, we would still have to be out at least a foot more than what we used to have, because of the Oddfellows building, and Chopstix. It's because of the footprint of those older buildings.
- Mayor Duncan said that he doesn't mean to complain about lawyers, but that's one of the things it comes down to. Attorneys have clients who are disabled, and they will come out and do a test, and if you don't meet the requirements, they will sue you. It costs about \$80,000 for a correct ADA ramp. Even if we tore these out, and redid them, we would still need to be further out into the street. He knows we don't get a whole lot of traffic down there.
- Scholz said that he asked a traffic engineer about that area, and he said that a 53' truck probably wouldn't make it. The drawings for the intersection there allowed for a 20' radii, on the inside, and a 50' radius on the outside. He has to drive perfect to make it without hitting a curb.
- Hurd added another concern is that if they go over the curb, they are likely going to break it. He talked to a driver the other night, who left one of this trailer axels on that curb. He hopes that in the future, the Council will consider these types of things a little better.
- Mayor Duncan asked him if he remembered skinny streets? We fought those guys in Salem, and the DLCDC, for over three years. He doesn't mean to be joking, we aren't trying to make the town unlivable or unsafe. We have parameters, laws and regulations we have to follow, and we often have big city ideas that come down and affect us. We fought them to get to keep our 32' wide requirements.
- Hurd said that he appreciated Chuck working with them to make sure that 2nd and Moore St. were done right.
- Alison Long, who lives on Sommerville Loop, said that she's lived here for 14 years; she and her husband are both employed in Harrisburg. They have two new developments coming onto their street. The newest proposal is to build houses, 9 duplexes, and two single family dwellings (SFD's) right across from her house. Their neighbor measured the street, and it came to about 22' wide, and with garbage cans, that was 20'. It's an unmanaged street that is essentially a dead-end street. So many people walk, and ride bikes out there, it makes her worried when pulling out, and watching Amazon deliver is somewhat scary. On the south side of Sommerville Loop, now there will be about 40 homes (City Recorder note: 31 homes are planned) on Labar's property. This is a country road, and while it's nice to have a bunch of new homes, she is concerned about the safety of the children, and when we drive on it now, we typically only use the middle of the road. She was at the Planning Commission meeting the other night, and they said to come here. She pays for taxes that pay for all the new bonds, on water, on schools, and on fire. She doesn't want to have to pay for the road to be redone in front of her home. If anyone wants to see what it's like, she asked them to come out tonight after the meeting, as garbage cans are out.
- Mayor Duncan asked if there had been an appeal.

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- Eldridge told him no.
- Mayor Duncan said that its 22' even with sidewalks, curbs and gutters; you have 11' lanes, which hold trash cans, etc. Another concern is people speeding on the street. They knock heads, and the trash cans can slow them down a little, but they will likely do that even after full development. He asked Chuck what the rating on that street was.
- Scholz told him it's a C and D street. It's on the list to prioritize with the others, after the F series streets.
- Thomas asked if had to be 22' in width?
- Scholz said that 11' lanes are the max you would have on it. That doesn't include setbacks for trees or planter strips.
- Long said that you can't park on their street. There are supposed to be 9 houses in front of her home, which means at least 18 cars, in a small space, and then other things besides. That's too much for their street.
- Mayor Duncan asked if 9th Street won't be going through?
- Scholz told him that is correct. It will be going through from Max Hammer Subdivision to Sommerville, which will then be connected with 9th St. heading south to Priceboro. SDC's can be used for that.
- Mayor Duncan thought that would help.
- Scholz had talked to a traffic engineer, who said that 40% to 60% of the traffic will potentially go down Sommerville Loop to Coburg Road, or head north to Diamond Hill Rd or the high school.
- Long commented that it wouldn't be done concurrently. So, when is it planned? Like 7 years away?
- Scholz told her he wasn't sure how many years it would be.
- Thomas asked Scholz if we could use SDC's if we told you to fix it?
- Scholz said that Monroe St. is supposed to be done after Smith St. That's because it's the main road going to the boat ramps...now even more important, because we don't want them going through the bulb-outs on Smith! The end of 9th St. was never developed. Monroe is dependent upon SDC's funds.

The City Council then spoke about Sommerville Road, which is a D-or C-class road and is not high on the list for being repaired. Scholz when asked about whether we could just repave the 'middle' of Sommerville Loop, said that you shouldn't Band-Aid roads together. You should develop them as they should be, correctly, in the first place. Sommerville Loop will take roughly \$2 million to improve. Scholz added that only a small part of that can use SDC's, although we do have water lines, storm lines, etc. that could also use SDC's. Thomas asked if the fact that all the homes are being added shift it in priority? Scholz told her not necessarily. Even with the new subdivisions, you are still under 400 cars per day. You could look at a peak hour, but even then, you would only go from a low rating up only one level. It wouldn't make a difference in the overall priority.

Caughey remarked that we would need a really big pot of money. Mayor Duncan added that we've been dragged into this century; things should have been done in the past that weren't, for instance, how many open ditches we have here. It's hard for us to fill those in, because of water rights, birds and bugs, and everything. Hitt said that we do have the update to the CIP mentioned several times in the strategic plan. Scholz thought we could help with some parking solutions, and other areas we can alleviate. Other areas would cause some engineering challenges. Mayor Duncan said yeah, it's only a couple hundred thousand for engineering.

Klemm thought the biggest help for this area is to get the connector matched up to divert traffic. Scholz said that 9th St. from Sommerville to Priceboro would come with the

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31-home development. The one we are talking about is from Max Hammer to Sommerville. Klemm thought it would help a little. Hitt added that we will be adding parking to both developments, and sidewalks, plus storm drainage; he thought those would help alleviate some of the negative impacts in those areas. Thomas said right now, Kramer, which is Sommerville, is nothing but potholes. It's horrible. Mayor Duncan said that he thought that was still a county road. Hitt said it was his experience that those kinds of roads get neglected. It might be something you can negotiate a little more money for. Thomas thought that would help. Scholz said that the rules have changed over the years. Back in the day, counties would just give you those roads. Now lawyers get involved, and it all changed. Mayor Duncan said that if we get a formal appeal, this issue might get back to Council; in which case, we can take another look at things. In the meanwhile, he thanked Ms. Long for being here tonight, and for sharing her frustrations with us.

LCSO REPORT: The LCSO Report had been provided to City Council at the last meeting and will be included in these minutes under Addendum No. 2.

Sergeant Beth Miller reviewed the report as shown in the minutes. She noted that there is an increase in thefts of catalytic converters lately. RV Areas and storage places are seeing criminal activity.

NEW BUSINESS

THE MATTER OF A DECISION TO APPROVE OR DENY A PETITION FOR A SANITARY SEWER EXTENSION OUTSIDE OF THE CITY LIMITS

STAFF REPORT: Eldridge reiterated the information in the Staff Report in relation to Knife River's request to be allowed to connect to City sanitary sewer systems even though they are outside the City Limits. She noted that she felt that Knife River had met the requirement that the services are necessary and has proved that it is a public health need. In addition, those services, for 100 employees, is vital to the operation of the plant. She pointed out that while the City could require annexation at this time, that Knife River has been a good civic neighbor, and therefore, does not need to annex at this time. However, whether another sanitary sewer access point is connected in the future, or if Knife River needs access to water services, they will be required to annex at that time. For now, they have started the process to get connected, and as per the City code, will be charged at double the normal utility rates.

- Paul Canter, Operations Manager for the Pre-stress plant in Harrisburg, said that they currently have a septic tank and field, with 100 employees using those services. Since they wouldn't be allowed to repair the system, they are required to hook to the City's system at this time.
- Thomas **motioned to allow sanitary sewer services to be extended outside of city limits to serve the employees working in the Knife River Pre-Stress Concrete Facility located at 23505 Peoria Road. Knife River will be required to annex into the City for any Future Sewer or Water Connections needed at this location. She was seconded by Keaton, and the City Council voted unanimously to allow Knife River to connect to City sewer services under the requirements of the Harrisburg Municipal Code.**
- Canter thanked them for approving the request. He couldn't help but see that they were approving a contract with Eldridge tonight. She was one of the good ones, and will a fantastic job.

THE MATTER OF REVIEWING THE DRAFT 2021-2026 UPDATED STRATEGIC PLAN

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STAFF REPORT: Hitt reviewed the themes briefly, and the Council priorities. It is uncertain if any of the Transportation Growth Management grants will be available. But we do need to have an updated TSP (Transportation System Plan), which gives us a 20-year planning horizon. It will give Council clarity on the cost estimates for improvements. He would like to suggest that if we don't receive that grant, or they don't have the funds available, that we start setting aside funds now, as it's an important project that needs to be completed.

Caughey asked how much those cost, and Scholz said it was roughly \$75,000 or so. In relation to #11, and boring lines beneath the railroad tracks, he will be soliciting bids on Thursday. The timing is such that we will likely be in front of Council during the next work session to approve. There are multiple phases to that project. Hitt continued to review the plan, noting that HRA assessed values have done really well; he looks at a possible amendment to the HRA plan to have more uses in the future based on those numbers. The Building Permit Assumption process is also proceeding well. He's not sure of the actual costs for the software, but that is part of getting the building permits online. Mayor Duncan said that when we were developing the plans for the water bond, quite some time ago, we had obtained Willamette River water rights...he thought it was about 10 or 12 years or so ago. It was about as much fun as having a root canal in your garden. We have the rights to that river for twenty years. Hitt said that those plans need to be perfected. Scholz said that yes, we could ask for an extension of time, which would take us to 2027 or 2029. Or the City could sell those water rights. Mayor Duncan thought we should protect that.

Keaton asked how that process works, if we have water rights. Scholz said that he would have to ask. But it costs an enormous amount of money to treat the river water. Mayor Duncan agreed, and said that it bothers him that we are downriver from Eugene and Springfield and their sewer and storm drain systems too. Klemm asked how difficult would it be to sell it, or to set up getting the water for someone else? Scholz said that he had limited experience in it, while Hitt had none. He wanted to encourage Council to hold onto and maintain our water rights. Keaton agreed, and didn't want to lose it, and then fight to try to get it back. Hitt told the Council that the final plan would be shared with them at the next meeting.

THE MATTER OF DISCUSSING TRANSFERRING FUNDS FROM CONTINGENCY TO PROFESSIONAL SERVICES AND GOVERNMENT SERVICES IN THE GENERAL FUND

STAFF REPORT: Nelson told the City Council reviewed the staff report information and noted that with the increase to our contract with the City of Coburg, that we needed to transfer funds to that line. She noted the transfer would be from General Funds contingency, of \$24,300, to the expense lines noted. That will cover services that were coded into the wrong budget line, as well as a payment for our GASB75 actuarial services. In addition, there was also an invoice not paid last year to the COG; this would double the expenses in that particular expense line.

Keaton knew the basics here, but he was a little concerned about the financial contracted services that were coded to the wrong line. Hitt told him that the former finance officer had worked with us for five days, and also worked with the auditor on the audit, as the finance officer who was responsible for those actions. Klemm wanted to make sure that wasn't going to be an annual charge, which it wasn't.

THE MATTER OF CITY RECOGNITION FOR MARTIN LUTHER KING DAY

STAFF REPORT: Hitt told the City Council that very briefly, this was a federal and state holiday, which for some reason, Harrisburg didn't have. Many businesses are closed, along with most cities and counties.

Keaton wasn't a fan of all the holidays that cities and states typically have. Hitt understood his point of view. In his personal view, he feels that the city needs to be observing it. He was a fan of the man and his work. Not everything, but most of what he worked towards. Eldridge added that the Council of Governments had really been working on the inclusivity, equity, etc., and that she

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realized that we didn't observe it. Mayor Duncan wanted to make a statement, that he felt that this was a great idea. This particular man lived the life that he did and taught the nation that it's not the color of our skin, but our character that matters. The problems with race are beyond him, for why people feel the way they do. He didn't like the fact that he was considered racist, just because he is white....and being asked to do it for that reason wouldn't be ok. But to honor the man, and his commitment to that cause, is ok. Klemm agreed with him.... he didn't want to be required to have a holiday because of somebody's political agenda; but honoring King for putting forth that man's character is what mattered, is important. The other Councilors were ok with that as well. Thomas remarked only government and banks are really off on that date. Hospitals and retail aren't included.

THE MATTER OF APPROVING AN EMPLOYMENT AGREEMENT WITH MICHELE ELDRIDGE AS CITY ADMINISTRATOR FOR THE CITY OF HARRISBURG

STAFF REPORT: Hitt noted that his final day would be February 28, and Eldridge's first day will be the 1st of March.

- Eldridge noted that Mike Caughey had asked for some changes to the contract, mainly the changes to make him a her. The new copy has been handed out to everyone and is available as Addendum No. 3.
- The key terms, such as salary, and benefits, are here. The benefits are the same as those for all employees. Part of the agreement is that the City Administrator must abide by the ICMA Code of Ethics. It's basically the same contract that Brian Latta had, and is in fact, a little simplified; staff recommends approval. Council can approve, deny, or amend the contract.
- Keaton didn't see anything that popped up that caused any concerns. He then **motioned for the City of Harrisburg to enter into an Employment Contract with Michele Eldridge, as per Exhibit A as amended. He was seconded by Klemm, and the City Council voted unanimously to approve the amended agreement with Michele Eldridge to serve as City Administrator for the City of Harrisburg.**

OTHER ITEMS

- Hitt wanted to thank City Council for the opportunity to be of service to you. To you and City staff, and citizens. He has significant regret that he isn't staying, but he will have strong solace in the fact that Michele is now the City Administrator. He's especially enjoyed working with her for the last year and a half. Cathy is doing great as the number person, and of course, we now need to replace Michele...he joked that anytime he didn't feel like working on something, that Michele could do it instead. But he knows that she will do a good job for Harrisburg. Hopefully, you will allow him to work on contract, so he will still be involved in the community somewhat. He is totally fine with whatever you do, with the contract, and with his request for funding. It doesn't matter what you think or say, he will not take any offense with that. He looked at his last pay statement, which had 151 hours of vacation on it. The contract says he has no rights to any of that, so Council can say no if they like. Michele will bring you a formal proposal. 25% of the amount he has is about \$2,300, if you are willing to entertain that.
- Klemm said that if you meet us halfway, he's ok with that.
- Caughey was very thankful to John for all he has contributed to our wonderful town. His level of knowledge, experience, and the fact that he truly cared about the city, is important to him. We understand that he needs to leave; and we are very thankful that he has contributed so much.

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- Mayor Duncan said that we need to give him a ‘you left it better than you found it award’. You didn’t break it! It’s so much more relaxing to take care of something we need, and we all live in and love this town, and we truly recognize that he knows the service part of public service. You made only one person mad at you, which is pretty good! Years from now, this group will remember what you did.
- Klemm said that he’s one of the newest members of this group. You actually made him feel good, because we know you knew your job. He’s appreciated that he never took that service part away. For us, and for staff, he brought enormous professionalism. He always understood what was going on with the infrastructure and knew what was going on. You made this time of service incredibly joyful.
- Mayor Duncan said that he wanted to pass on his thanks to Hitt’s wife as well. You gave up time with her, and that is incredibly important time. Our biggest commodity is our time, and we understood that, and appreciate her sharing you with us.

ADJOURN: The City Council adjourned the meeting at the hour of 8:01pm.

Mayor

City Recorder

UNAPPROVED

Michele Eldridge

From: John Hitt
Sent: Monday, February 22, 2021 10:48 AM
To: Mike Hurd; forduncans@msn.com
Cc: Michele Eldridge
Subject: RE: intersection 2nd and Smith

Thanks for the information, Mr. Hurd.

You are still welcome to attend tomorrow’s City Council meeting if you wish. I know the Council always welcomes public input, even if that input is critical of the city.

John Hitt
City Administrator
PO Box 378
Harrisburg, OR 97446
541/995-2200

From: Mike Hurd <mikeh@hurdsinc.com>
Sent: Monday, February 22, 2021 8:50 AM
To: forduncans@msn.com
Cc: John Hitt <jhitt@ci.harrisburg.or.us>; Michele Eldridge <meldridge@ci.harrisburg.or.us>
Subject: intersection 2nd and Smith

Good morning, I had requested to Mayor Duncan to speak at the council meeting tomorrow night. I am guessing all that will do is cause hard feelings. I would like to submit the following street design drawings to show that you have basically created an intersection in a commercial part of town where delivery trucks are a norm that is illegal, under width and a liability. Trucks with 30’ 40’ 48’ and even Redaway pulls a 53’ trailer to make deliveries into this area. This new traffic design gives trucks little choice but to drive straight through the intersection into residential and park areas. Your 24’ curb to curb has created a 12’ travel lane which doesn’t even allow a 20’ box van to legally make this turn.

I believe the current design not only takes away precious parking in our downtown business area but puts the liability of accidents, damage to property and even the chance for personal injury onto the city for allowing this design. Feel free to enter this into council minutes because I will be presenting this information to any driver or pedestrian injured in the area due to this poorly designed intersection put them at risk.

[Roadway Design Manual: Minimum Designs for Truck and Bus Turns \(txdot.gov\)](http://www.txdot.gov/roadway-design-manual/minimum-designs-for-truck-and-bus-turns)

Mike Hurd
541-912-9107



LINN COUNTY SHERIFF'S OFFICE

Jim Yon, Sheriff

1115 S.E. Jackson Street, Albany, OR 97322
Albany, OR. 97322
Phone: 541-967-3950
www.linnsheriff.org

2021

MONTHLY REPORT TO THE CITY OF HARRISBURG FROM THE LINN COUNTY SHERIFF'S OFFICE

FOR THE MONTH OF: January

TRAFFIC CITATIONS:	_____	11
TRAFFIC WARNINGS:	_____	24
TRAFFIC CRASHES:	_____	1
ADULTS CITED/VIOLATIONS:	_____	2
ADULTS ARRESTED:	_____	3
JUVENILES CITED/VIOLATIONS:	_____	2
JUVENILES ARRESTED:	_____	0
COMPLAINTS/INCIDENTS INVESTIGATED:	_____	124

TOTAL HOURS SPENT: HARRISBURG 328.25

CONTRACT HOURS= 275 HOURS

**Jim Yon,
Sheriff, Linn County**

By: Sergeant Beth Miller



MONTHLY BULLETIN OF DISPATCHED CALLS AND CASES FOR CONTRACT CITIES

This Report Encompasses: 1/ 1/21 to 1/31/21

Total Incidents This Month: 124

Table with 2 columns: Incident Information and Description. Contains 5 rows of incident data including CAD#, TIME, CASE#, HBRG, and UTL GOA, along with detailed descriptions of noise disturbances, harassment, missing persons, and patrol incidents.

Incident Information:

Description

CAD# 2021000710
 TIME: 1/2/2021 8:25:44AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 400 S 9TH ST HBRG

Routine patrol. Vehicle was located behind the school, nothing the deputy saw or found appeared out of the ordinary.

CAD# 2021000721
 TIME: 1/2/2021 8:46:15AM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 200 N 7TH ST/TERRITORIAL ST HBRG

Male from Cheshire was issued a warning for failing to maintain lane and failing to obey a traffic control device near Territorial/7th.

CAD# 2021000829
 TIME: 1/2/2021 1:20:44PM
 CASE# CAD Only
 HBRG
 FOLLOW UP COMPLETE

RECOVERED/RETURNED PERSON Reported at Block of 500 BRANTEN CT HBRG

Ryan Vasbinder (41 yo) of Eugene and Brandon Etchison (31 yo) of Harrisburg were reported missing on 01/01/2021 after driving into the mountains and not returning home on time. Ryan and Brandon were located by Lane County Sheriff's Office Search and Rescue near Timpanogas Lake, Douglas County, where their vehicle was stuck in deep snow. No injuries

CAD# 2021000970
 TIME: 1/2/2021 6:24:59PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 700 SOMMERVILLE LOOP/S 6TH ST HBRG

Operator warned for psgr front headlight out

CAD# 2021000982
 TIME: 1/2/2021 6:43:33PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 200 N 3RD ST/TERRITORIAL ST HBRG

Opererator warned for psgr headlight out and both brake lights out

CAD# 2021001299
 TIME: 1/3/2021 10:31:26AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

DOG COMPLAINT Reported at Block of 600 SMITH ST HBRG

Unleashed dog ran away from the person responsible for it and attacked another, leashed, dog near the Harrisburg Middle School. A deputy separated the dogs because the unleashed dog's owner was afraid to. Neither dog was injured.

Incident Information:

Description

6.

CAD# 2021001366
 TIME: 1/3/2021 1:14:43PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 700 CRIMSON WAY HBRG

Counselor received a message from a citizen asking for the suicide prevention phone number. The counselor did not hear back from the female, so she became worried. A deputy contacted the female in person and found her unharmed. The deputy learned she was dealing with family stress. The deputy offered more resources but she declined them.

CAD# 2021001383
 TIME: 1/3/2021 1:45:17PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 100 S 6TH ST HBRG

Deputy located a vehicle with heavy front end damage parked near the skate park. All four tires and wheels were intact. Ignition looked undamaged. Vehicle returned clear, non-criminal.

CAD# 2021001387
 TIME: 1/3/2021 1:56:59PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

CITIZEN CONTACT Reported at Block of 300 S 6TH ST HBRG

Citizen was attempting to locate the William L. Finley National Wildlife Refuge. Deputy gave her directions.

CAD# 2021001392
 TIME: 1/3/2021 2:06:17PM
 CASE# CAD Only
 HBRG
 CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 200 SCHOOLING ST/S 3RD ST HBRG

Female from Junction City was issued a citation for driving while suspended - violation and for driving uninsured on 3rd near Schooling. Jill was also issued a warning for failing to register a vehicle as well as fail to display a license plate/registration tags.

CAD# 2021001394
 TIME: 1/3/2021 2:09:51PM
 CASE# CAD Only
 HBRG

NON 911 ISSUE Reported at Block of 700 S 6TH ST HBRG

911 no issue no deputy response

CAD# 2021001417
 TIME: 1/3/2021 2:39:51PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

CITIZEN CONTACT Reported at Block of 100 N 1ST ST/MONROE ST HBRG

Deputy contacted a family taking photographs at the Harrisburg Waterfront Park. Deputy offered to take a picture of the family together. The citizens were happy with the outcome of the photograph.

Incident Information:

Description

CAD# 2021001846
 TIME: 1/4/2021 12:10:46PM
 CASE# 2100037
 HBRG
 REPORT TAKEN

Report Filed. SEX ABUSE 3 - SEX CRIME OTHER Reported At Block Of 900 TERRITORIAL ST Occurred between 0000 hours on 1/2/2021 and 1210 hours on 1/4/2021 . Reported:

Deputies responded to a report of sexual harassment. The investigation is ongoing.

CAD# 2021001909
 TIME: 1/4/2021 2:20:02PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 200 LASALLE ST HBRG

Deputy responded to welfare check. Deputy located subject and determined she was alright.

CAD# 2021002004
 TIME: 1/4/2021 4:57:22PM
 CASE# 2100044
 HBRG
 REPORT TAKEN

Report Filed. SEX ABUSE 1 - PHYSICAL MOLEST Reported At Block Of 800 ARROW LEAF AVE Occurred between 1656 hours on 1/4/2021 and 1657 hours on 1/4/2021 .

Report of sexual abuse by step-father.

CAD# 2021002316
 TIME: 1/5/2021 8:17:04AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

THEFT Reported at Block of 300 FOUNTAIN ST HBRG

Family members argued over the ownership of a cabinet. A deputy spoke with the family and mediated. The family was informed it was a civil issue.

CAD# 2021002722
 TIME: 1/5/2021 8:56:34PM
 CASE# CAD Only
 HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

Adult female advises that it was an accidental call made by a child

CAD# 2021002724
 TIME: 1/5/2021 9:00:44PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 600 QUINCY ST HBRG

Deputies received a call of a suspicious vehicle. No vehicle license plate was provided and we were notified too long after the fact to locate the vehicle. No further action.

Incident Information:

Description

6.

CAD# 2021002962
 TIME: 1/6/2021 9:33:31AM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 300 N 3RD ST HBRG

Male from Harrisburg was issued a warning for fail to obey a traffic control device at Peoria/3rd.

CAD# 2021003130
 TIME: 1/6/2021 2:15:48PM
 CASE# CAD Only
 HBRG
 FOLLOW UP COMPLETE

FOLLOW UP Reported at Block of 100 SMITH ST HBRG

Follow up was conducted regarding a telephonic harassment case.

CAD# 2021003176
 TIME: 1/6/2021 3:45:37PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

CITIZEN CONTACT Reported at Block of 500 TERRITORIAL ST/N 6TH ST HBRG

Citizen had questions regarding fishing bait laws. The deputy answered the questions and provided the citizen with OSP and ODFW's contact information.

CAD# 2021003207
 TIME: 1/6/2021 4:40:53PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

CITIZEN CONTACT Reported at Block of 200 S 9TH ST HBRG

Citizen and his 20 month old son waved a deputy down. Deputy provided stickers to the child.

CAD# 2021003209
 TIME: 1/6/2021 4:45:46PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOLATION

TRAFFIC STOP Reported at Block of 300 TERRITORIAL ST HBRG

Male from Junction City was issued a warning for an obstructed license plate near 3rd/ Monroe.

CAD# 2021003256
 TIME: 1/6/2021 6:42:45PM
 CASE# 2100065
 HBRG
 REPORT TAKEN

Report Filed. FELON IN POSS OF FIREARM Reported At Block Of 200 TERRITORIAL ST/N 3RD ST Occurred between 1841 hours on 1/6/2021 and 1842 hours on 1/6/2021 . Reported:

Brent Horsley (33) was cited into Harrisburg Municipal Court for Driving while Suspended (violation) and for driving uninsured; license plates were seized as they belonged to another car. Horsley was also arrested after finding a shotgun in the vehicle and knowing he was a felon. 24.3 grams of meth were found on his person, along with a meth pipe.

Incident Information:

Description

6.

CAD# 2021003457
 TIME: 1/7/2021 4:48:51AM
 CASE# CAD Only
 HBRG

ALARM LAW ONLY Reported at Block of 400 S 9TH ST HBRG

Alarm cancel before deputy arrival.

CAD# 2021003499
 TIME: 1/7/2021 7:39:22AM
 CASE# 2100068
 HBRG
 REPORT TAKEN

Report Filed. FAIL TO PERFORM DUTIES/DRIVER- PROP DAMAGE Reported At Block Of 600 LASALLE ST Occurred between 0208 hours on 1/7/2021 and 0730 hours on 1/7/2021 .

On 01/07/2021, a hit and run causing over \$2,500 in damage to the victims vehicle occurred near LaSalle/6th.

CAD# 2021003664
 TIME: 1/7/2021 12:52:51PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 800 ARROW LEAF AVE HBRG

Welfare check was conducted per DHS's request. Nothing the deputy saw appeared out of the ordinary or like a danger to the juveniles in the residence.

CAD# 2021003696
 TIME: 1/7/2021 1:45:20PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ASSIST OTHER AGENCY Reported at Block of 800 S 3RD ST HBRG

Linn County Deputy was called to assisted a Lane County Deputy on a call with a wanted subject. The Linn County Deputy was told to disregard prior to arrival.

CAD# 2021003702
 TIME: 1/7/2021 1:59:21PM
 CASE# CAD Only
 HBRG
 CITATION ISSUED

DUII Reported at Block of 100 S 3RD ST HBRG

Operator cited for failure to carry insurance and warned for failing to maintain lane.

CAD# 2021003704
 TIME: 1/7/2021 2:01:28PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 300 SOMMERVILLE AVE HBRG

Routine patrol. Nothing the deputy saw appeared out of the ordinary.

Incident Information:

Description

6.

CAD# 2021003720
 TIME: 1/7/2021 2:29:06PM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 200 SMITH ST HBRG

Male from Blachly was issued a warning for improper use of the center lane on 3rd St near Smith.

CAD# 2021003818
 TIME: 1/7/2021 4:53:14PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

GOVERNOR ORDER VIOLATION Reported at Block of 300 SMITH ST/N 4TH ST HBRG

NFA needed. outdoor location, only 8-10 kids keeping there distance.

CAD# 2021003986
 TIME: 1/7/2021 10:13:34PM
 CASE# CAD Only
 HBRG

NON 911 ISSUE Reported at Block of 500 N 6TH ST HBRG

No deputy response.

CAD# 2021004151
 TIME: 1/8/2021 8:11:02AM
 CASE# CAD Only
 HBRG
 HARRISBURG

FOLLOW UP Reported at Block of 800 ARROW LEAF AVE HBRG

Regarding LCSO #21-00044

CAD# 2021004493
 TIME: 1/8/2021 6:47:25PM
 CASE# 2100094
 HBRG
 REPORT TAKEN

Report Filed. RECKLESS ENDANGERING Reported At Block Of 1000 S 6TH ST Occurred between 1846 hours on 1/8/2021 and 1847 hours on 1/8/2021 . Reported: 1/8/2021 Officer

Child got into medication not belonging to them.

CAD# 2021004801
 TIME: 1/9/2021 9:12:32AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 100 SMITH ST HBRG

Regarding LCSO #21-00044

Incident Information:

Description

6.

CAD# 2021004948
 TIME: 1/9/2021 2:10:03PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

CIVIL DISPUTE REPORT Reported at Block of 300 S 6TH ST HBRG

Caller had questions about a living arrangements and her rights. A deputy provided her with information and additional resources.

CAD# 2021005099
 TIME: 1/9/2021 6:57:56PM
 CASE# CAD Only
 HBRG
 FOLLOW UP COMPLETE

FOLLOW UP Reported at Block of 1000 S 6TH ST HBRG

Regarding LCSO #21-00094

CAD# 2021005134
 TIME: 1/9/2021 8:17:53PM
 CASE# 2100112
 HBRG
 REPORT TAKEN

Report Filed. SEX ABUSE 1 - PHYSICAL MOLEST Reported At Block Of 800 ARROW LEAF AVE Occurred between 1333 hours on 1/8/2021 and 2017 hours on 1/9/2021 .

Arrested 37 year old Brian Douglas Nelson for additional charges of Unlawful Sexual Penetration and Sexual Abuse 1.

CAD# 2021005838
 TIME: 1/11/2021 8:15:28AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

EXTRA PATROL Reported at Block of 600 SMITH ST HBRG

Extra patrol was conducted at school drop off time. One female operator was issued a warning for a moving violation.

CAD# 2021005842
 TIME: 1/11/2021 8:20:53AM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 100 S 6TH ST/SMITH ST HBRG

On 01/11/21 at approximately 0820 hours, Female from Harrisburg was issued a warning for fail to obey a traffic control device at 7th/Smith.

CAD# 2021005855
 TIME: 1/11/2021 8:43:16AM
 CASE# CAD Only
 HBRG
 FOLLOW UP COMPLETE

FOLLOW UP Reported at Block of 900 S 9TH ST HBRG

Follow up was conducted regarding a telephonic harassment case.

Incident Information:

Description

6.

CAD# 2021005875
 TIME: 1/11/2021 9:15:15AM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 700 S 3RD ST HBRG

Female from Eugene was issued a warning for expired license plate tags on 3rd near Harrisburg bridge.

CAD# 2021005877
 TIME: 1/11/2021 9:16:47AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

DOMESTIC DISTURBANCE Reported at Block of 300 SCHOOLING ST HBRG

On 01/11/21 at approximately 0917 hours, deputies responded to a domestic disturbance. Deputies found out the incident was verbal only. A deputy jump started the male's vehicle so he could leave the area.

CAD# 2021006187
 TIME: 1/11/2021 5:46:42PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

GOVERNOR ORDER VIOLATION Reported at Block of 200 N 3RD ST HBRG

Caller reporting a group not wearing masks in the laundry mat. Caller said the group was rude when he confronted them. Caller was advised to report the mask issue to OSHA, and a deputy would talk to them about the confrontation. Caller said the group was leaving and didnt want a deputy to respond.

CAD# 2021006214
 TIME: 1/11/2021 6:43:55PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPECT FOLLOW UP Reported at Block of 600 N 7TH ST HBRG

A search for a suspect male in a Domestic Harassment case was done at the house as a man was seen at the door, but not found later.

CAD# 2021006530
 TIME: 1/12/2021 10:20:48AM
 CASE# 2100133
 HBRG
 REPORT TAKEN

Report Filed. THEFT 2 - FROM VEHICLE Reported At Block Of 800 MONROE ST Occurred between 2100 hours on 10/12/2020 and 0800 hours on 10/13/2020. Reported: 1/12/2021

On 01/12/21 a citizen reported a theft from a vehicle that occurred on the evening of 10/12/20. No damage was reported and only one personal identification document was reported stolen.

CAD# 2021006590
 TIME: 1/12/2021 12:44:17PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

CIVIL DISPUTE REPORT Reported at Block of 300 SCHOOLING ST HBRG

Male is staying in his vehicle on his ex-girlfriends property and she wanted him to leave the area. A deputy contacted the female and explained the eviction process to her.

Incident Information:

Description

6.

CAD# 2021006713
 TIME: 1/12/2021 4:22:13PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ASSIST OTHER AGENCY Reported at Block of 600 QUINCY ST/N 7TH ST HBRG

Deputy assisted Coburg PD on a traffic stop near 7th/Quincy. Operator, Male from Blachly was issued a citation for driving while suspended as well as a window tint violation.

CAD# 2021008013
 TIME: 1/14/2021 1:26:03PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

MISUSE OF 911 SYSTEM Reported at Block of 700 TERRITORIAL ST HBRG

misuse of 911. Caller was warned.

CAD# 2021008114
 TIME: 1/14/2021 3:24:33PM
 CASE# CAD Only
 HBRG
 UTL GOA

DUII Reported at Block of 200 SMITH ST/N 3RD ST HBRG

DUII driver reported. Deputies were unable to locate it before it left. The vehicle left into Lane County and they were advised.

CAD# 2021008298
 TIME: 1/14/2021 9:20:34PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 200 LASALLE ST/S 3RD ST HBRG

Driver issued a warning for a burned out tail light.

CAD# 2021008309
 TIME: 1/14/2021 9:39:30PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 400 S 3RD ST/SCHOOLING ST HBRG

Driver issued a citation for driving while suspended.

CAD# 2021008613
 TIME: 1/15/2021 12:13:26PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 200 LASALLE ST HBRG

Deputy worked with parties in an open case to get civil matters sorted out.

Incident Information:

Description

6.

CAD# 2021009212
 TIME: 1/16/2021 12:00:46PM
 CASE# 2100196
 HBRG
 REPORT TAKEN

Report Filed. THEFT 2 - OTHER Reported At Block Of 500 S 5TH ST Occurred between 1700 hours on 12/21/2020 and 1200 hours on 1/16/2021 . Reported: 1/16/2021 Officer

On 01/16/2021 around 1200 hours, a citizen reported multiple items missing from his back yard. The total value of items was estimated to be \$900. Investigation is ongoing.

CAD# 2021009528
 TIME: 1/16/2021 10:57:06PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

DOMESTIC DISTURBANCE Reported at Block of 1000 S 6TH ST HBRG

Verbal domestic argument. Parties separated for the evening

CAD# 2021009568
 TIME: 1/16/2021 11:56:20PM
 CASE# CAD Only
 HBRG

ALARM LAW ONLY Reported at Block of 400 S 9TH ST HBRG

Alarm Cancel before deputy response.

CAD# 2021009576
 TIME: 1/17/2021 12:09:18AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 400 S 9TH ST HBRG

Alarm set off by janitor.

CAD# 2021009680
 TIME: 1/17/2021 6:43:06AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 200 N 3RD ST HBRG

Deputy responded to an entry/exit door alarm at a bank. Deputy made sure the doors were secured shut then contacted the bank manager outside. Deputy searched the building and learned the call for service was a false alarm.

CAD# 2021009684
 TIME: 1/17/2021 7:17:28AM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 300 N 6TH ST/TERRITORIAL ST HBRG

Male from Harrisburg was issued a warning for fail to obey a traffic control device at 4th/Territorial.

Incident Information:

Description

6.

CAD# 2021009692
 TIME: 1/17/2021 7:56:35AM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 700 PRICEBORO DR/S 6TH ST HBRG

Female from Junction City was issued a warning for fail to obey a traffic control device at LaSalle/6th.

CAD# 2021009694
 TIME: 1/17/2021 8:03:58AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 400 TERRITORIAL ST HBRG

Deputy responded to a business alarm activation. Alarm was cancelled by an employee as the deputy arrived on scene.

CAD# 2021009753
 TIME: 1/17/2021 10:40:31AM
 CASE# CAD Only
 HBRG
 FOLLOW UP COMPLETE

SUSPECT FOLLOW UP Reported at Block of 500 S 5TH ST HBRG

Follow up was conducted regarding a theft in Harrisburg. None of the stolen items were located.

CAD# 2021009785
 TIME: 1/17/2021 11:54:24AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 400 S 9TH ST HBRG

Alarm activated at a school. Deputy was told the alarm was cancelled before arrival.

CAD# 2021009912
 TIME: 1/17/2021 4:30:30PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS CIRCUMSTANCE Reported at Block of 1000 S 6TH ST HBRG

Caller suffering from paranoia. She was talked to and calmed down

CAD# 2021010054
 TIME: 1/17/2021 10:01:07PM
 CASE# CAD Only
 HBRG
 ASSIST OTHER AGENCY

ASSIST OTHER AGENCY Reported at Block of 300 PARK LN HBRG

Assisted APD with a call for service.

Incident Information:

Description

CAD# 2021010677
 TIME: 1/18/2021 11:24:16PM
 CASE# CAD Only
 HBRG
 CITE AGGRESSIVE DRIVER

TRAFFIC STOP Reported at Block of 100 S 3RD ST/SMITH ST HBRG

Driver issued a citation for driving while suspended and speeding. 50/25.

CAD# 2021010687
 TIME: 1/19/2021 12:01:37AM
 CASE# CAD Only
 HBRG
 CITE NO INSURANCE

TRAFFIC STOP Reported at Block of 800 DIAMOND HILL DR HBRG

Driver issued a citation for driving while suspended, driving uninsured and speeding. 40/25

CAD# 2021010933
 TIME: 1/19/2021 11:41:29AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 700 BURTON ST HBRG

Money returned to family ..

CAD# 2021011290
 TIME: 1/19/2021 10:22:39PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 200 N 7TH ST HBRG

Deputies responded to a juvenile complaint. A woman reported her daughter had run away to a local friends house and asked that we explained what she did was wrong. No further action.

CAD# 2021011774
 TIME: 1/20/2021 4:10:03PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 100 SMITH ST HBRG

Concerns about sexual content in a Zoom chat site that seems to be apart of a classroom taught session. Zoom Security will be notified.

CAD# 2021011789
 TIME: 1/20/2021 4:23:57PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FOLLOW UP Reported at Block of 700 N 7TH ST HBRG

New court date was issued to a juvenile due to a false name and address being given.

Incident Information:

Description

6.

CAD# 2021011799
 TIME: 1/20/2021 4:43:03PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ATL VEHICLE Reported at Block of 300 S 6TH ST/KESLING ST HBRG

Citizen reported a possible DUII in a motor home. Deputies investigated and found the male was sober and his wife was the one who got the motor home stuck in the ditch.

CAD# 2021011899
 TIME: 1/20/2021 8:13:01PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ASSIST OTHER AGENCY Reported at Block of 500 S 3RD ST HBRG

AOA for HB Fire, traffic control.

CAD# 2021011909
 TIME: 1/20/2021 8:44:08PM
 CASE# CAD Only
 HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 1000 WHITLEDGE PL HBRG

No issue reported on call back

CAD# 2021011923
 TIME: 1/20/2021 9:26:23PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ALARM LAW ONLY Reported at Block of 200 N 3RD ST HBRG

RP let me inside, unknown reason for alarm.

CAD# 2021012275
 TIME: 1/21/2021 2:05:53PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 200 N 3RD ST HBRG

Male with mental health issues had an outburst at a local clinic. No property was damage and no one was injured. The male left the area, with his caretaker, without incident.

CAD# 2021012346
 TIME: 1/21/2021 4:19:13PM
 CASE# 2100251
 HBRG
 REPORT TAKEN

Report Filed. MAIL THEFT - OTHER Reported At Block Of 100 SMITH ST Occurred between 1600 hours on 1/1/2021 and 1619 hours on 1/21/2021 . Reported: 1/21/2021 Officer

On 01/20/2021 at approximately 1619 hours, a citizen contacted a deputy to report a theft of mail. No items of value were reported stolen, only bills.

Incident Information:

Description

6.

CAD# 2021012379
 TIME: 1/21/2021 5:18:54PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ABANDON VEHICLE Reported at Block of 600 LASALLE ST HBRG

Vehicle was tagged as abandoned. The owners were located and moved the vehicle before it was towed. No further action.

CAD# 2021012405
 TIME: 1/21/2021 5:48:38PM
 CASE# CAD Only
 HBRG
 WARNING MOVING VIOLATIC

TRAFFIC STOP Reported at Block of 600 S 6TH ST/LASALLE ST HBRG

Operator warned for a traffic stop violation when turning right from LaSalle to S 6th St.

CAD# 2021012431
 TIME: 1/21/2021 6:44:11PM
 CASE# CAD Only
 HBRG

DISTURBANCE Reported at Block of 1000 S 6TH ST HBRG

Dispute over vehicle keys. The issue was resolved without a deputy responding.

CAD# 2021012466
 TIME: 1/21/2021 8:35:36PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS PERSON Reported at Block of 200 SMITH ST HBRG

Upon my arrival, two locals were working together to help the homeless person found at the post office. They were going to take the person to a shelter in Eugene or possibly Albany.

CAD# 2021012477
 TIME: 1/21/2021 8:53:35PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 600 SMITH ST HBRG

Operator warned for psgr running light out

CAD# 2021012493
 TIME: 1/21/2021 9:21:46PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

JUVENILE COMPLAINT Reported at Block of 100 SMITH ST HBRG

17 year old male was found in a vehicle that reeked of a marijuana smell, but no PC was developed to detain the male. Friends in the vehicle were the ones allegedly smoking and no real names were given.

Incident Information:

Description

6.

CAD# 2021012515
 TIME: 1/21/2021 10:12:48PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

FIREWORK COMPLAINT Reported at Block of 800 SMITH ST HBRG

Fireworks were set off and no one would claim responsibility .

CAD# 2021012904
 TIME: 1/22/2021 1:54:16PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 1000 S 6TH ST HBRG

A welfare check was requested by someone concerned about her adult sister . Deputies responded to the house and there was no answer. There was nothing visible through the front windows of the home to cause alarm. No further action.

CAD# 2021013190
 TIME: 1/22/2021 9:51:21PM
 CASE# CAD Only
 HBRG
 WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 200 N 3RD ST/TERRITORIAL ST HBRG

Driver warned for speed.

CAD# 2021013209
 TIME: 1/22/2021 10:20:35PM
 CASE# CAD Only
 HBRG
 WARNING SPEEDING VIOLAT

TRAFFIC STOP Reported at Block of 400 N 7TH ST HBRG

Driver issued a warning for his speed.

CAD# 2021013296
 TIME: 1/23/2021 1:36:29AM
 CASE# CAD Only
 HBRG

ALARM LAW ONLY Reported at Block of 400 S 9TH ST HBRG

Alarm canceled before deputy arrival

CAD# 2021014771
 TIME: 1/25/2021 5:25:40PM
 CASE# 2100321
 HBRG
 REPORT TAKEN

REPORT PENDING. Original Call Type: TRESPASS Reported At Block Of 900 ARROW LEAF AVE Occurred between 1725 hours on 1/25/2021 and 1725 hours on 1/25/2021 .

Unidentified male walked into a residence, uninvited, then left after contacting a home inspector inside the residence. Nothing was reported stolen. Investigation is ongoing.

Incident Information:

Description

6.

CAD# 2021014785
 TIME: 1/25/2021 5:58:37PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL

TRAFFIC STOP Reported at Block of 500 N 7TH ST HBRG

Operator warned for psgr brake light out

CAD# 2021014836
 TIME: 1/25/2021 8:52:36PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 500 LASALLE ST HBRG

I spoke with Linda and all is well tonight, unknown reason for 911 call.

CAD# 2021014850
 TIME: 1/25/2021 9:28:36PM
 CASE# CAD Only
 HBRG

911 HANG UP CALL Reported at Block of 400 TERRITORIAL ST HBRG

No issue and deputy did not respond

CAD# 2021014883
 TIME: 1/25/2021 11:00:03PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

GOVERNOR ORDER VIOLATION Reported at Block of 900 SMITH ST HBRG

No evidence of any party. NFA

CAD# 2021014908
 TIME: 1/25/2021 11:58:59PM
 CASE# 2100326
 HBRG
 REPORT TAKEN

REPORT PENDING. Original Call Type: POLICE OFFICER HOLD Reported At Block Of 1100 S 11TH ST Occurred between 2358 hours on 1/25/2021 and 2358 hours on 1/25/2021 .

Female was taken to Riverbend Hospital on a POH due to an overdose.

CAD# 2021015280
 TIME: 1/26/2021 2:54:20PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

DISTURBANCE Reported at Block of 800 SPURLOCK ST HBRG

Reported disturbance. Deputies investigated and found it to be a 12 year old yelling into his Xbox headset.

Incident Information:

Description

6.

CAD# 2021015307
 TIME: 1/26/2021 3:26:43PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 500 LASALLE ST HBRG

Citizen was concerned because she had not heard from her friend and the phone was only static. A deputy contacted the female and learned she was in good health. The female said she would call her friend on her cell phone.

CAD# 2021015329
 TIME: 1/26/2021 3:49:01PM
 CASE# CAD Only
 HBRG
 FOLLOW UP COMPLETE

FOLLOW UP Reported at Block of 900 ARROW LEAF AVE HBRG

Follow up was conducted regarding a trespass.

CAD# 2021015539
 TIME: 1/26/2021 9:49:52PM
 CASE# CAD Only
 HBRG

NEIGHBORHOOD WATCH Reported at Block of 100 SMITH ST HBRG

Report of neighborhood watch

CAD# 2021015666
 TIME: 1/27/2021 5:35:45AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

911 HANG UP CALL Reported at Block of 500 LASALLE ST HBRG

A disconnected land line is causing problems as it connects somehow with 911 and the former user is not doing this. Unknown reason for the connections.

CAD# 2021015928
 TIME: 1/27/2021 1:50:50PM
 CASE# CAD Only
 HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

Accidental call

CAD# 2021015974
 TIME: 1/27/2021 2:45:13PM
 CASE# CAD Only
 HBRG

SUSPICIOUS PERSON Reported at Block of 700 SOMMERVILLE LOOP HBRG

Males contacted soliciting homes without permits and asked to leave the area.

Incident Information:

Description

6.

CAD# 2021015979
 TIME: 1/27/2021 2:47:47PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPECT FOLLOW UP Reported at Block of 300 S 4TH ST HBRG

Mikal Lucas Steele, 38, of Harrisburg Oregon, was contacted and arrested regarding and active warrant for Criminal Mistreatment in the First Degree. Mikal was issued a criminal citation in lieu of custody and released without incident.

CAD# 2021016422
 TIME: 1/28/2021 9:21:52AM
 CASE# 2100361
 HBRG
 REPORT TAKEN

REPORT PENDING. Original Call Type: ANIMAL COMPLAINT Reported At Block Of 800 MONROE ST Occurred between 0921 hours on 1/28/2021 and 0921 hours on 1/28/2021 .

Two stray dogs picked up from this location and lodged at Animal Control .

CAD# 2021016554
 TIME: 1/28/2021 12:57:10PM
 CASE# CAD Only
 HBRG

POCKET DIAL LCSO AND CRCC Reported at Block of 400 TERRITORIAL ST HBRG

No Public Narrative.

CAD# 2021016760
 TIME: 1/28/2021 6:21:46PM
 CASE# 2100367
 HBRG
 REPORT TAKEN

Report Filed. MIP MARIJUANA (AMISD) Reported At Block Of 100 SMITH ST Occurred between 1820 hours on 1/28/2021 and 1821 hours on 1/28/2021 . Reported: 1/28/2021

Deputies cited a 17 year old male for minor in possession of marijuana.

CAD# 2021017133
 TIME: 1/29/2021 11:05:35AM
 CASE# CAD Only
 HBRG
 FOLLOW UP COMPLETE

FOLLOW UP Reported at Block of 500 S 5TH ST HBRG

Follow up was conducted regarding a theft.

CAD# 2021017344
 TIME: 1/29/2021 4:02:48PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

WELFARE CHECK Reported at Block of 800 ARROW LEAF AVE HBRG

Welfare check was conducted on a juvenile. Juvenile was found to be in good health. A deputy spoke with both parents and the child separately and together to resolve the problems at hand.

Incident Information:

Description

CAD# 2021017429
 TIME: 1/29/2021 6:22:12PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 700 S 3RD ST/S 2ND ST HBRG

Operator warned for driver side headlight out

CAD# 2021017755
 TIME: 1/30/2021 8:24:59AM
 CASE# CAD Only
 HBRG
 FOLLOW UP COMPLETE

INFORMATION ONLY REPORT Reported at Block of 200 LASALLE ST HBRG

Follow up on a fraud case.

CAD# 2021017973
 TIME: 1/30/2021 4:25:21PM
 CASE# CAD Only
 HBRG

911 HANG UP CALL Reported at Block of 700 WHITHAM WAY HBRG

No issue and no deputy response.

CAD# 2021017977
 TIME: 1/30/2021 4:30:49PM
 CASE# CAD Only
 HBRG

911 HANG UP CALL Reported at Block of 700 WHITHAM WAY HBRG

Medical call and medic response

CAD# 2021018061
 TIME: 1/30/2021 7:28:51PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 200 S 3RD ST/MACY ST HBRG

Operator warned for psgr headlight out.

CAD# 2021018068
 TIME: 1/30/2021 7:42:37PM
 CASE# CAD Only
 HBRG
 WARNING EQUIPMENT VIOL/

TRAFFIC STOP Reported at Block of 200 N 3RD ST/TERRITORIAL ST HBRG

operator warned for the driver side brake light out.

Incident Information:

Description

6.

CAD# 2021018115
 TIME: 1/30/2021 9:22:58PM
 CASE# 2100399
 HBRG
 REPORT TAKEN

REPORT PENDING. Original Call Type: MINOR IN POSSESSION ALCOHOL Reported At Block Of 900 SMITH ST Occurred between 2122 hours on 1/30/2021 and 2122 hours on

Andrew Hoekman (18) was arrested for Furnishing Alcohol to Minors and was given a citation in lieu of custody. He was also cited for MIP in addition to one other over 18 aged teen. Most all other teens fled just prior to my arrival.

CAD# 2021018339
 TIME: 1/31/2021 10:32:15AM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

NARCOTICS OFFENSE Reported at Block of 200 LASALLE ST HBRG

Citizen reported an odd smell inside her residence as she thought the neighbor was cooking meth. A deputy responded and did not smell anything out of the ordinary.

CAD# 2021018475
 TIME: 1/31/2021 3:43:07PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

MVC NON INJURY Reported at Block of 100 N 2ND ST/SMITH ST HBRG

Deputies were dispatched to a single vehicle crash with injuries. After arriving, deputies learned the female was in good health and uninjured. The female admitted she fell asleep while driving and ran into the curb. The female said she suffers from sleep apnea and knows she should not have been driving.

CAD# 2021018537
 TIME: 1/31/2021 6:55:03PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

ASSIST OTHER AGENCY Reported at Block of 400 PEORIA RD/N 3RD ST HBRG

Assist Coburg PD

CAD# 2021018605
 TIME: 1/31/2021 10:01:32PM
 CASE# CAD Only
 HBRG
 CAD CALL COMPLETE

SUSPICIOUS VEHICLE Reported at Block of 400 PEORIA RD HBRG

Male has anxiety issues and drives around to "get air". He is also a member of the church congregation. NFA

UNAPPROVED



CITY ADMINISTRATOR EMPLOYMENT AGREEMENT

PARTIES:

City of Harrisburg, Oregon (“the City”), & Michele Eldridge (“the Administrator”)

RECITAL:

The purpose of this agreement is to establish the mutual and respective responsibilities, terms, and conditions under which the Administrator will serve the City as its Administrator. Therefore, the parties agree as follows:

1. DUTIES AND RESPONSIBILITIES.

- 1.1 The City agrees to employ the Administrator as City Administrator to perform (1) the functions and duties specified in the Charter, the Ordinances, and the resolutions of the City, (2) as required by state and federal laws, and (3) to perform other legally permissible and proper duties and functions as the City Council shall assign from time to time as more fully stated in the Job Description.
- 1.2 The Administrator shall also serve as City Planner, Enterprise Zone manager, and Executive Director of the Harrisburg Redevelopment Agency.

2. LENGTH OF EMPLOYMENT.

- 2.1 This employment agreement shall continue indefinitely.
- 2.2 The City shall have the right to end this agreement at any time, subject only to the provisions set forth in Section 9 of this agreement.
- 2.3 The Administrator shall have the right to end this agreement at any time, subject only to the provisions set forth in section 9 of this agreement.

3. START DATE. The date the Administrator will begin working for the City under this capacity is March 1, 2021.

4. SALARY.

- 4.1 The City agrees to pay the Administrator for his/her services rendered an annual sum of \$95,000.
- 4.2 Bonuses, pay increases, and fringe benefits may be considered by the City Council at any time.
- 4.3 Compensation shall be paid pursuant to the City’s payroll policies and practices applicable to other city employees.
- 4.4 Any adjustment in salary made during the life of this agreement shall be in the form of a written amendment and shall become part of the agreement.

5. RESIDENCY. The Administrator shall reside within 15 miles or 20 minutes of the City of Harrisburg within one year.

6. **HOURS OF WORK.** The minimum expected work hours for the Administrator are 40 hours per week. Effective July 1st of each fiscal year, Administrator shall receive paid administrative leave in addition to vacation, sick and holiday leave as follows:

- 5 days per year (40 hours)

Administrative leave must be taken by June 30th of each year. Unused administrative leave days will not be cashed out and will not accrue from year to year and shall be forfeited if not used.

Effective October 31st of each fiscal year, Administrator shall receive 40 hours of paid compensation.

7. **BENEFITS.**

7.1 The Administrator shall be entitled to the same benefits as provided to other employees of the City. As the Administrator is currently a senior employee with the City of Harrisburg, she will be entitled to keep her leave banks and seniority with the City, based upon the original employment date of November 30, 2001.

7.2 The City agrees to pay the Administrator \$25 per month, paid quarterly, for use of his/her personal cell phone in the discharge of his/her duties.

7.3 The City shall be a member of the League of Oregon Cities; and, the City agrees to pay for the Administrator's membership in the Oregon City County Managers' Association, and ICMA, and OEDA.

7.4 The City agrees to pay for all costs related to attending the Oregon City County Managers' Association annual conference, and the ICMA annual conference.

7.5 If funds are available, the City Council will consider authorizing the Administrator's attendance at other professional development opportunities.

8. **PERFORMANCE EVALUATION.** The council shall meet annually, no later than the 15th day of February March of each year, with the Administrator to discuss Administrator-Council relationships, to assess the Administrator's job performance and to review his/her annual salary. Said meeting shall be in executive session unless an open meeting is requested by the Administrator. The evaluation shall be made in reference to the job description of the Administrator and goals and objectives established for the Administrator for that year of evaluation. The purposes of the evaluation are to improve administrative leadership, maintain open lines of communication, and to enhance relations between the Council and the Administrator. The Administrator shall be entitled to meet with the Council to review its evaluation and supply any information that he may deem pertinent. The mayor may assign some of the performance evaluation duties to the Personnel Committee so long as final decisions are made by the Council after the Administrator has had an opportunity to meet with the Council to discuss matters of mutual interest.

9. **TERMINATION AND SEVERANCE PAY.**

9.1 In the event the Administrator is terminated by the City while the Administrator is willing and able to perform his/her duties under this agreement, then the City agrees to pay the Administrator a lump sum payment equal to four (4) months of his/her aggregate salary and benefits.

9.2 In the event the Administrator is terminated because he/she willfully and repeatedly fails or refuses to adequately meet the requirements of his/her job description or comply with the

policies, rules, regulations, and standards established by the Council in accordance with the City Charter and which have been communicated to ~~him~~her, or because ~~heshe~~ commits any felony or other acts of willful misconduct connected with ~~his~~ employment, the City shall be relieved of any responsibility to pay the severance pay referenced in section 9.1 above.

9.3 In the event the Administrator voluntarily resigns ~~his~~her position while this agreement is in effect, then the Administrator shall not be entitled to severance pay in accordance with this section.

9.4 In the event the Administrator voluntarily resigns ~~his~~her position with City then the Administrator shall give City two (2) month notice in advance, unless the parties agree otherwise in writing.

9.5 If the Administrator is permanently disabled or is otherwise unable to perform ~~his~~her duties without reasonable accommodation because of sickness, accident, injury, mental incapacity or health for a period of ten (10) successive weeks, City shall have the option to terminate this agreement subject to the severance pay requirements of this section.

10. **ATTORNEY FEES.** In the event any action, suit, arbitration or other proceeding shall be instituted by either party to this Agreement to enforce any provision of this Agreement or any matter arising therefrom or to interpret any provision of this Agreement, including any proceeding to compel arbitration, the prevailing party shall be entitled to recover from the other a reasonable attorney fee and related costs, including appellate costs, to be determined by the Court or Arbitrator(s).

11. **ETHICAL COMMITMENTS.** The Administrator will at all times uphold the tenets of the ICMA Code of Ethics, a copy of which is attached hereto and incorporated herein. Specifically, Administrator shall not endorse candidates, make financial contributions, sign or circulate petitions, or participate in fundraising activities for individuals seeking or holding elected office, nor seek or accept any personal enrichment or profit derived from confidential information or misuse of public time.

The City shall support the Administrator in keeping these commitments by refraining from any order, direction or request that would require Administrator to violate the ICMA Code of Ethics. Specifically, neither the governing body nor any individual member thereof shall request Administrator to endorse any candidate, make any financial contribution, sign or circulate any petition, or participate in any fundraising activity for individuals seeking or holding elected office, nor to handle any matter of personnel on a basis other than fairness, impartiality and merit.

12. **AMENDMENTS.** This Agreement may be amended only by an instrument in writing executed by all the parties.

13. **ENTIRE AGREEMENT.** This Agreement sets forth the entire understanding of the parties with respect to the subject matter of this Agreement and supersedes any and all prior understandings and agreements, whether written or oral, between the parties with respect to such subject matter.

14. **SEVERABILITY.** If any provision of this Agreement shall be invalid or unenforceable in respect for any reason, the validity and enforceability of any such provision in any other respect and of the remaining provisions of this Agreement shall not be in any way impaired.

15. **WAIVER.** A provision of this Agreement may be waived only by a written instrument executed by the party waiving compliance. No waiver of any provision of this Agreement shall constitute a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver. Failure to enforce any provision of this Agreement shall not operate as a waiver of such provision or any other provision.

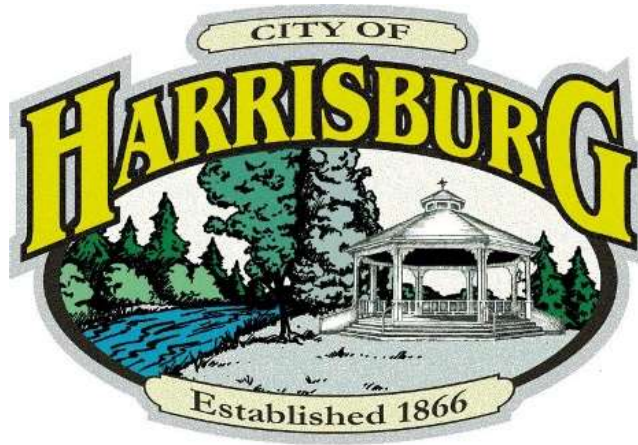
Agreed to this ~~12th~~ 23rd day of February, 20~~19~~21.

City of Harrisburg by Robert Duncan, Mayor

~~Brian Latta~~ Michele Eldridge

Attachments: ICMA Code of Ethics

UNAPPROVED



City Council Business Meeting Minutes
 March 09, 2021

Mayor: Robert Duncan, Presiding
 Council President: Mike Caughey, Present
 Councilors Present: Kimberly Downey, Adam Keaton, and Randy Klemm
 Councilors Absent: Charlotte Thomas and Robert Boese
 Staff Present: City Administrator Michele Eldridge, Utility Billing Supervisor Lori Ross, and Public Works Director Chuck Scholz
 Meeting Location: Harrisburg Municipal Center located at 354 Smith St.

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:30pm.

CONCERNED CITIZEN(S) IN THE AUDIENCE. All present were there for the meeting and for items on the agenda.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO

LCSO REPORT: Lieutenant Brandon Fountain reviewed the last report on the month of February.

THE MATTER OF ADOPTING RESOLUTION NO. 1251 - TRANSFERRING FUNDS FROM CONTINGENCY TO PROFESSIONAL SERVICES AND GOVERNMENT SERVICES IN THE GENERAL FUND

STAFF REPORT: Eldridge reviewed Resolution No. 1251 that was discussed during the last Council Workshop held February 23, 2021.

- Klemm motioned for the City of Harrisburg to adopt Resolution No. 1251, "A Resolution authorizing the transfer of funds from contingency to contracted services and government services in the general fund." She was seconded by Caughey. The City Council voted unanimously to adopt Resolution No. 1251, "A Resolution authorizing the transfer of funds from contingency to contracted services and government services in the general fund."

THE MATTER OF APPROVING THE ADOPTION OF THE 2021-2026 STRATEGIC PLAN REPORT

STAFF REPORT: Eldridge discussed the Final Draft of the 2021-2026 Strategic Plan.

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- Keaton **motioned to approve the 2021-2026 Strategic Plan. He was seconded** by Klemm, and the **City Council voted unanimously to approve the 2021-2026 Strategic Plan.**

THE MATTER OF DISCUSSING AND APPROVING AN INDEPENDENT CONTRACTOR AGREEMENT WITH FORMER CITY ADMINISTRATOR JOHN HITT AND APPROVING/DENYING A PAYMENT OF PTO FROM HIS LEAVE BANK

STAFF REPORT: Eldridge discussed the Independent Contractor Agreement with John Hitt. She reiterated that completing the comprehensive re-write and review of the Harrisburg Zoning and Subdivision Ordinance has been a goal on the Strategic Plan since 2015. Having someone who can prioritize and complete this project quickly will help the City Council meet this goal. She stated that \$3000 is the maximum charge as Hitt will only bill us for time worked. Per the contract the maximum allowed on airfare is \$150 and \$50 per diem is included in the cap. There is \$17,000 left in Administration work wages for this fiscal year's budget. Eldridge also discussed if Council would allow Former City Administrator John Hitt to use a portion of his PTO in the amount of \$1,938.56.

- Klemm asked how long the project will take to complete. Eldridge stated that the set timeline is for December 2021.
- Keaton asked where the \$3000 max figure came from. Eldridge replied that it reflects 40 hours per month and a rate of \$75 per hour.
- Caughey **motioned to approve the Independent Contractor Agreement between the City of Harrisburg and John Hitt. He was seconded** by Downey, and the **City Council voted unanimously to approve the Independent Contractor Agreement between the City of Harrisburg and John Hitt.**
- Eldridge noted that Hitt has 140 hours of Paid time off (PTO) left that he did not use, mostly due to COVID. Hitt has stated that he is okay with the City Council's decision either way.
- Caughey asked if there were PERS involved. Eldridge replied that they were not.
- Downey wants to make sure he gets the PTO since he did not get to see his wife.
- Caughey **motioned to approve the request to pay \$1938.56 in PTO from John Hitt's leave bank. He was seconded** by Downey, and the **City Council voted unanimously to approve the request to pay \$1938.56 in PTO from John Hitt's leave bank.**

THE MATTER OF APPROVING THE CONSENT LIST

Downey **motioned to approve the Consent List and was seconded** by Klemm. **The City Council voted unanimously to approve the Consent list. The items approved by this action were as follows:**

- **The City Council Minutes for January 26, 2021**
- **The Payment Approval Report for February 2021**
- **The update of the Key Bank Depository Certificate**
- **The request for Out of State Travel for Cathy Nelson in May 2021**

CITY ADMINISTRATOR VERBAL REPORT

1. 2020 OPRD (Oregon Parks and Recreation Dept.) Grant. The City of Harrisburg received a \$40,000 OPRD grant. She will use the money to hire a consultant to review the parks masterplan including the 2016 100-acre park study. She would like to hold two public meetings to get the public interest. The Parks SDC's fund has reserved \$30,000 and the Bike Fund has \$41,000 to help fund

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the easement from the 100-acre park to 6th Street. Keaton stated that he was glad to see movement.

2. 6th Place Water Line Replacement. Scholtz noted that 6th and Territorial to Riley was mostly completed. It was discovered when tying in the line, that the water line was made from irrigation pipe for four homes on 6th Place. He is getting a price to replace from 6th Street all the way to those four homes.

- Klemm stated he was concerned with access to the cul-de-sac. Scholz stated that you will be able to access it. It will only be without service for a couple of hours for only one day. It will take less than two weeks to complete.
- Klemm asked about installing gas lines while replacing water lines. Scholz replied that is only done when replacing the road. They will only be cutting portions and then replacing them.

3. Miscellaneous. Scholz gave updates on Public Works projects.

- a) Finished up the tap today to connect the sewer line. Should be finished within a week then they would abandon their sewer.
- b) The 6th Street water line is done. 7th Street and Territorial Street is done. Smith Street downtown is on track for completion at the end of May. He told the contractor that no request for delays will be accepted. Klemm asked about the green pipe sticking out by Key Bank. Scholz said it was a valve cover and will be removed.
- c) The 2-4" pressure water lines under track are out to bid next week. They will be available at the next City Council meeting. Pressure trailers and equipment will be pre-purchased to save money. Procurement for generator filters is being sent to more than one person. The generators have specification preference the same as MLS-TP Fillers. He has requested three locations in NW that has installed them and where they are currently in use for review. He will take a road trip and speak with the operators and report findings to City Council. He is 60% finished on the treatment plans. They are not as far on electric as he wants to be. It will go out to bid in June, or mid-summer at the latest.
- d) One of the Public Works employees passed his WWT level one.
- e) Regarding the TMDL Storm permit, he received by certified mail address to City Council an EPA/DEQ violation letter indicating the City of Harrisburg has 18 months to incorporate requirements into master plan by September 2022. We need an additional plan for mercury, which is airborne, that is caused by construction. He will develop a storm HMC and build a plan off that. He is not sure of the overall cost currently. There will be lots of staff time involved. The cost will be paid for from the storm water fund.
 - Klemm asked what they wanted us to do. Scholz replied that they want us to take samples and update our code. Klemm asked if this will impact our current developers. Scholz did not think it would be any different for them than it is currently. Current City TMDL has requirements for mercury.
 - Duncan stated that he thought citizens are pretty good about what goes down the storm drains. Scholz added that there would be lots of public outreach in the plan. The Plan addresses storm water generated inside the City of Harrisburg and inlets and outlets from outside contributors. Duncan asked if farmers were included. Scholz affirmed that they were. EPA/DEQ wants tracking for storm water before discharge to river.
 - Klemm asked what the estimated cost would be. Scholz stated it would be like the Wastewater Treatment Plant. Storm water has 10x the flow, so it would need to be a big plant. Klemm asked if this was something planned for down

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the line. Scholz replied that it would be 25-50 years down the line. He likes the smaller treatment strategy on outfall of pipes versus one location. The penalty is given for each day the violation continues past the compliance date. Scholz will rewrite our plan to meet requirements and show matrix options to the City Council at the new work session. They can decide which one they want, and he will submit the first proposal to DEQ for approval.

4. TGM (Transportation Growth Management) Grant pre-application is due March 31, 2021.

OTHER ITEMS.

- Eldridge reported that our AT&T Franchise Agreement is up for renewal in September 2021.
- Eldridge noted that the Library Board meeting is Thursday. The Board will present a fine free proposal to City Council at the next work session. Their minutes are in the agenda packet.
 - Duncan asked if we already do this. Eldridge replied that they did in 2019. Keaton pointed out that they used a Colorado study for comparison.
- Eldridge notified Council that the Butterfly Garden, an age 65+ park, will be submitted this week.
- Caughey stated that he would like to see more publicity on Facebook and the website of city accomplishments. He is also concerned about the ODOT sign in the other side of the bridge. He asked if the City had had information. Scholz will look into it and give the information to Eldridge. Eldridge asked if the project was short term and only at night. Scholz replied that he thought it was for both.
- Caughey asked about fireworks. Eldridge said that nothing was confirmed yet. HFEA has been meeting and they are optimistic. She called ODOT regarding the permit and was told to follow the Governor's orders. She has not received the permit. Caughey said that he hates to see it canceled. Duncan asked if Council could see a couple different parade routes, so they do not have to close the highway. Scholz said that 7th/Smith and 6th/Smith limited vehicle length. We would need a permit still, issued by him.
- Klemm discussed COVID vaccine and infections very briefly.

ADJOURN: At the hour of 7:48pm; the meeting adjourned with no further business.

Mayor

City Recorder

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3946						
3946	Alliance Technology, LLC	MARCH 2021	Sewer Camera	03/03/2021	6,444.00	52-78-7035
Total 3946:					6,444.00	
1206						
1206	Analytical Lab & Consultants	135598	Water Testing	02/10/2021	183.00	51-65-4200
1206	Analytical Lab & Consultants	135743	Water Testing	02/16/2021	237.00	52-65-4200
1206	Analytical Lab & Consultants	136078	Water Testing	02/28/2021	252.00	52-65-4200
Total 1206:					672.00	
3693						
3693	Branch Engineering Inc	00015345	Engineering Services	02/23/2021	9,112.50	56-60-2300
3693	Branch Engineering Inc	00015346	Engineering Services	02/23/2021	167,197.31	51-78-8015
3693	Branch Engineering Inc	00015347	Engineering Services	02/23/2021	3,360.00	51-78-8015
3693	Branch Engineering Inc	00015348	Engineering Services	02/23/2021	300.00	51-78-8015
3693	Branch Engineering Inc	00015357	Engineering Services	02/23/2021	772.50	11-60-7975
Total 3693:					180,742.31	
3697						
3697	Brewer and Coulombe, PC	501829	Attorney Fees	03/09/2021	1,471.25	10-42-2500
3697	Brewer and Coulombe, PC	501838	Attorney Fees	03/09/2021	437.50	10-42-2700
Total 3697:					1,908.75	
2549						
2549	Cascade Columbia Distribution	800411	Misc. P/W Expense	02/26/2021	2,555.80	52-65-4000
Total 2549:					2,555.80	
3407						
3407	Cascade Health Solutions	3752-142	Exam	03/04/2021	174.00	11-44-5000
3407	Cascade Health Solutions	3752-142	Exam	03/04/2021	150.00	51-65-4600
3407	Cascade Health Solutions	3752-142	Exam	03/04/2021	150.00	52-65-4600
Total 3407:					474.00	
3920						
3920	Cathy Nelson	3032021	Reimbursement	03/03/2021	59.46	10-53-2200
Total 3920:					59.46	
3773						
3773	CenturyLink	210413425	Phone Bill	03/04/2021	.37	10-69-3500
3773	CenturyLink	FEB 201	Phone Bill	02/26/2021	44.52	52-65-3500
3773	CenturyLink	FEB 201	Phone Bill	02/26/2021	47.87	52-65-3500
3773	CenturyLink	FEB 201	Phone Bill	02/26/2021	46.32	51-65-3500
3773	CenturyLink	FEB 201	Phone Bill	02/26/2021	42.70	51-65-3500
3773	CenturyLink	FEB 201	Phone Bill	02/26/2021	47.87	52-65-3500
3773	CenturyLink	FEB 201	Phone Bill	02/26/2021	42.97	52-65-3500

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3773	CenturyLink	FEB 201	Phone Bill	02/26/2021	47.87	52-65-3500
3773	CenturyLink	FEB 201	Phone Bill	02/26/2021	42.70	10-69-3500
3773	CenturyLink	FEB 201	Phone Bill	02/26/2021	44.52	52-65-3500
Total 3773:					407.71	
2939						
2939	Cobalt Computer Services, Inc.	19955	Computer Service	02/28/2021	490.00	40-65-8015
2939	Cobalt Computer Services, Inc.	19955	Computer Service	02/28/2021	200.00	24-60-2300
2939	Cobalt Computer Services, Inc.	20027	Computer Service	02/28/2021	246.45	40-65-8015
2939	Cobalt Computer Services, Inc.	20104	Computer Hardware	03/03/2021	294.00	40-65-8045
2939	Cobalt Computer Services, Inc.	20107	Computer Hardware	03/05/2021	57.00	40-65-8045
Total 2939:					1,287.45	
2720						
2720	Comcast	MAR 2021	Internet Service	03/02/2021	155.11	10-60-2000
2720	Comcast	MAR 2021 LIB	Internet Service	02/24/2021	146.85	24-60-2525
2720	Comcast	MAR 2021 P/W	Internet Service	03/01/2021	74.18	51-65-3500
2720	Comcast	MAR 2021 P/W	Internet Service	03/01/2021	74.17	51-65-3500
Total 2720:					450.31	
1210						
1210	Conser Quarry Company	66546	Gravel	02/16/2021	111.15	51-65-2400
1210	Conser Quarry Company	66586	Gravel	02/17/2021	338.21	52-65-2400
1210	Conser Quarry Company	66680	Gravel	02/18/2021	605.07	11-44-6000
1210	Conser Quarry Company	66736	Gravel	02/19/2021	719.74	51-65-2400
Total 1210:					1,774.17	
3913						
3913	DataBar Inc	249342	W/S Utility Statements	02/16/2021	77.50	51-74-2200
3913	DataBar Inc	249342	W/S Utility Statements	02/16/2021	77.50	52-74-2200
3913	DataBar Inc	249738	W/S Utility Statements	03/16/2021	295.26	51-74-2200
3913	DataBar Inc	249738	W/S Utility Statements	03/16/2021	295.26	52-74-2200
Total 3913:					745.52	
3794						
3794	Deere & Company	117045240	Gator Purchase	02/21/2021	15,588.52	41-78-8050
Total 3794:					15,588.52	
1000						
1000	DEQ	MAR 2021 P.P	Operator Certification	03/17/2021	120.00	51-76-2000
1000	DEQ	MAR 2021 P.P	Operator Certification	03/17/2021	120.00	52-76-2000
Total 1000:					240.00	
2282						
2282	EARTH20	443873	Bottled Water	02/12/2021	35.59	10-53-2200
2282	EARTH20	539021	Bottled Water	02/26/2021	25.39	10-53-2200
Total 2282:					60.98	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3807						
3807	Equinox Software, Inc	00000619	Library Software	02/01/2021	1,000.00	24-60-2800
Total 3807:					1,000.00	
3945						
3945	Government Finance Officers Ass	0254990	Membership Dues	03/03/2021	160.00	10-63-2100
Total 3945:					160.00	
1218						
1218	Grainger	9813947950	Misc. P/W Supplies	02/22/2021	10.20	52-65-4200
1218	Grainger	9817055016	Misc. P/W Supplies	02/24/2021	14.06	10-72-4000
Total 1218:					24.26	
1220						
1220	Hurd's Custom Machinery, Inc.	14096	Public Works Supplies	02/01/2021	162.15	51-65-2400
1220	Hurd's Custom Machinery, Inc.	28912	Public Works Supplies	02/02/2021	26.78	10-72-6700
1220	Hurd's Custom Machinery, Inc.	28912	Public Works Supplies	02/02/2021	16.58	11-45-2100
Total 1220:					205.51	
1101						
1101	Ingram Library Services	51400039	Library books	02/18/2021	63.40	24-60-2000
1101	Ingram Library Services	51400040	Library books	02/18/2021	15.71	24-60-2000
1101	Ingram Library Services	51400041	Library books	02/18/2021	759.16	24-60-2000
1101	Ingram Library Services	51472333	Library books	02/22/2021	109.20	24-60-2000
1101	Ingram Library Services	51472334	Library books	02/22/2021	29.84	24-60-2800
1101	Ingram Library Services	51728727	Library books	03/04/2021	19.14	24-60-2000
1101	Ingram Library Services	51728728	Library books	03/04/2021	129.52	24-60-2000
1101	Ingram Library Services	51756833	Library books	03/07/2021	60.68	24-60-2000
1101	Ingram Library Services	51756834	Library books	03/07/2021	36.53	24-60-2800
1101	Ingram Library Services	5198282	Library books	03/18/2021	76.97	24-60-2000
1101	Ingram Library Services	51986283	Library books	03/18/2021	393.23	24-60-2000
1101	Ingram Library Services	52015873	Library books	03/21/2021	62.16	24-60-2000
1101	Ingram Library Services	52015874	Library books	03/21/2021	62.21	24-60-2000
1101	Ingram Library Services	52015875	Library books	03/21/2021	43.80	24-60-2000
Total 1101:					1,861.55	
3683						
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	425.00	10-53-2400
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	50.00	10-53-2400
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	200.00	10-53-2400
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	227.87	10-63-2100
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	50.00	10-63-2000
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	291.12	24-60-2800
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	20.54	10-60-2300
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	575.00	10-63-2000
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	31.68	10-60-2300
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	4.75	10-60-2400
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	75.00	10-63-2100
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	75.00	10-63-2100
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	3.60	10-60-2400
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	55.00	10-60-2400
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	4.29	51-65-4600

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	4.28	52-65-4600
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	26.70	11-45-2100
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	31.14	51-73-2100
3683	Keybank N.A.	FEBRUARY 20	Misc Credit Card Charges	02/20/2021	31.15	52-73-2100
Total 3683:					2,182.12	
3948						
3948	Lane Precision Products	#560	Business License Overpayment	03/05/2021	25.00	01-1090
Total 3948:					25.00	
1014						
1014	League of Oregon Cities	9006	Employment Ad	03/01/2021	20.00	10-53-2400
Total 1014:					20.00	
1225						
1225	Linn County Building Dept.	FEBRUARY 20	Building Permit Fees	03/09/2021	11,899.91	10-50-2000
Total 1225:					11,899.91	
3819						
3819	Linn County Treasurer	FEB 2021	Court Revenue Payout	02/28/2021	64.00	10-42-2200
3819	Linn County Treasurer	JAN 2021	Court Revenue Payout	03/15/2021	229.33	10-42-2200
Total 3819:					293.33	
3950						
3950	Lusk Entertainment Group, Inc.	1020	Library Show	03/11/2021	400.00	24-60-3050
Total 3950:					400.00	
3951						
3951	Mark Parisi	2021030901	Workshop	03/10/2021	200.00	24-60-3050
Total 3951:					200.00	
1227						
1227	McKinley Printing Company	2927	Business Cards	03/22/2021	26.67	10-60-2300
1227	McKinley Printing Company	2927	Business Cards	03/22/2021	26.66	51-74-2400
1227	McKinley Printing Company	2927	Business Cards	03/22/2021	26.67	52-74-2400
Total 1227:					80.00	
3952						
3952	Michael Fredrick	900436	Library Books	03/16/2021	36.00	24-60-2000
Total 3952:					36.00	
3873						
3873	NAPA Auto Parts	8176244676	Misc P/W Exp	02/02/2021	38.61	11-45-2100
3873	NAPA Auto Parts	8176244676	Misc P/W Exp	02/02/2021	45.04	51-73-2100
3873	NAPA Auto Parts	8176244676	Misc P/W Exp	02/02/2021	45.04	52-73-2100
3873	NAPA Auto Parts	8176244694	Misc P/W Exp	02/02/2021	3.53	11-45-2100
3873	NAPA Auto Parts	8176244694	Misc P/W Exp	02/02/2021	4.12	51-73-2100
3873	NAPA Auto Parts	8176244694	Misc P/W Exp	02/02/2021	4.13	52-73-2100

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3873	NAPA Auto Parts	8176246219	Misc P/W Exp	02/04/2021	9.44	52-73-2100
3873	NAPA Auto Parts	8176246219	Misc P/W Exp	02/04/2021	9.45	51-73-2100
3873	NAPA Auto Parts	8176246219	Misc P/W Exp	02/04/2021	8.10	11-45-2100
Total 3873:					167.46	
2644						
2644	Net Assets	54-202102	Lien Searches	03/01/2021	148.00	10-53-2250
Total 2644:					148.00	
1102						
1102	NW Natural Gas Co.	MAR 2021 P/W	Utilities	03/11/2021	456.50	51-65-2700
1102	NW Natural Gas Co.	MARCH 2021	Utilities	03/11/2021	23.15	10-69-2000
1102	NW Natural Gas Co.	MARCH 2021	Utilities	03/12/2021	48.48	52-65-2700
Total 1102:					528.13	
1783						
1783	OCCMA	MICHELE ELD	Membership Dues	03/15/2021	194.53	10-63-2100
Total 1783:					194.53	
2065						
2065	Oregon Assoc. Water Utilities	30267A	Conference	02/02/2021	177.50	52-76-2000
2065	Oregon Assoc. Water Utilities	30267A	Conference	02/02/2021	177.50	51-76-2000
Total 2065:					355.00	
1033						
1033	Oregon Department of Revenue	FEB 2021	Court Revenue Payout	02/28/2021	340.00	10-42-2200
1033	Oregon Department of Revenue	JAN 2021	Court Revenue Payout	03/15/2021	582.24	10-42-2200
Total 1033:					922.24	
3096						
3096	Pacific Office Automation	265286	Copier Contract	02/26/2021	120.36	10-60-2100
3096	Pacific Office Automation	265286	Copier Contract	02/26/2021	120.32	51-74-2000
3096	Pacific Office Automation	265286	Copier Contract	02/26/2021	120.32	52-74-2000
3096	Pacific Office Automation	268115	Copier Contract	02/28/2021	9.43	10-60-2100
3096	Pacific Office Automation	268115	Copier Contract	02/28/2021	9.43	51-74-2000
3096	Pacific Office Automation	268115	Copier Contract	02/28/2021	9.42	52-74-2000
3096	Pacific Office Automation	270379	Copier Contract	02/28/2021	3.98	10-60-2100
3096	Pacific Office Automation	270379	Copier Contract	02/28/2021	3.98	51-74-2000
3096	Pacific Office Automation	270379	Copier Contract	02/28/2021	3.99	52-74-2000
3096	Pacific Office Automation	312657	Copier Contract	03/22/2021	335.86	10-60-2100
3096	Pacific Office Automation	312657	Copier Contract	03/22/2021	335.76	51-74-2000
3096	Pacific Office Automation	312657	Copier Contract	03/22/2021	335.76	52-74-2000
Total 3096:					1,408.61	
1079						
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	47.41	52-65-2600
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	20.32	10-69-2500
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	297.12	10-69-2500
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	30.67	10-69-2500
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	65.41	10-69-2500

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	85.54	10-69-2500
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	961.35	10-69-2500
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	56.25	52-65-2600
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	131.66	52-65-2600
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	1,630.30	52-65-2600
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	58.37	52-65-2600
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	18.14	52-65-2600
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	46.11	52-65-2600
1079	Pacific Power & Light Company	FEB 2021	Skate Park Exp	03/17/2021	31.99	10-72-6700
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	476.38	25-65-2500
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	27.44	25-65-2500
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	85.14	25-65-2500
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	103.42	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	63.64	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	24.48	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	403.89	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	63.65	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	1,038.93	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	35.27	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	97.89	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	183.21	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	18.29	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	112.81	10-69-3000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	37.13	11-44-2000
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	2,688.62	51-65-2600
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	1,228.11	51-65-2600
1079	Pacific Power & Light Company	FEB 2021	UTILITIES	03/17/2021	236.50	51-65-2600
Total 1079:					10,405.44	
3949						
3949	Reynolds Specialty Contracting	311211	Building Permit Fee Overpayment	03/11/2021	19.04	10-50-2000
Total 3949:					19.04	
2927						
2927	Staples Business Advantage	3470094846	CRF Supplies	02/21/2021	15.92	10-41-3600
2927	Staples Business Advantage	3470094846	Office Supplies	02/21/2021	34.66	10-60-2300
2927	Staples Business Advantage	3471381069	Office Supplies	03/04/2021	52.07	10-60-2300
2927	Staples Business Advantage	3471381070	Office Supplies	03/04/2021	69.50	10-60-2300
2927	Staples Business Advantage	3471381070	Office Supplies	03/04/2021	69.48	51-74-2400
2927	Staples Business Advantage	3471381070	Office Supplies	03/04/2021	69.49	52-74-2400
2927	Staples Business Advantage	3471381071	Office Supplies	03/04/2021	8.14	10-60-2300
2927	Staples Business Advantage	3471381071	Office Supplies	03/04/2021	8.14	51-74-2400
2927	Staples Business Advantage	3471381071	Office Supplies	03/04/2021	8.14	52-74-2400
2927	Staples Business Advantage	3471595930	Office Supplies	03/06/2021	18.21	10-60-2300
2927	Staples Business Advantage	3471786945	Office Supplies	03/10/2021	85.25	10-60-2300
2927	Staples Business Advantage	3471786945	Office Supplies	03/10/2021	85.22	51-74-2400
2927	Staples Business Advantage	3471786945	Office Supplies	03/10/2021	85.23	52-74-2400
2927	Staples Business Advantage	3472336439	Office Supplies	03/18/2021	10.84	10-60-2300
2927	Staples Business Advantage	3472336440	Office Supplies	03/17/2021	18.27	10-60-2300
2927	Staples Business Advantage	3472393188	Office Supplies	03/19/2021	16.99	10-60-2300
Total 2927:					619.13	
3947						
3947	Thomas Hardy	#257	Business License Overpayment	03/05/2021	15.00	01-1090

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 3947:					15.00	
1023						
1023	Traffic Safety Supply Co., Inc	INV035803	Sign Expense	03/03/2021	361.11	11-43-2000
Total 1023:					361.11	
3826						
3826	Valley Argonomics LLC	74019395	Misc P/W Exp	03/08/2021	1,601.53	25-65-2000
Total 3826:					1,601.53	
3663						
3663	Water & Sewer Deposit Refund	#11604.08	Utility Billing Overpayment	03/03/2021	115.74	01-1075
3663	Water & Sewer Deposit Refund	#1736.05	Utility Billing Overpayment	03/09/2021	39.33	01-1075
3663	Water & Sewer Deposit Refund	#384.01	Utility Billing Overpayment	03/23/2021	65.74	01-1075
3663	Water & Sewer Deposit Refund	#412.01	Utility Billing Overpayment	03/23/2021	1.78	01-1075
3663	Water & Sewer Deposit Refund	#478.02	Utility Billing Overpayment	03/24/2021	38.89	01-1075
3663	Water & Sewer Deposit Refund	#57.02A	Utility Billing Overpayment	03/29/2021	23.94	01-1075
3663	Water & Sewer Deposit Refund	#686.03	Utility Billing Overpayment	03/16/2021	88.41	01-1075
3663	Water & Sewer Deposit Refund	#779.09	Utility Billing Overpayment	03/03/2021	2.06	01-1075
3663	Water & Sewer Deposit Refund	#782.02	Utility Billing Overpayment	03/09/2021	37.06	01-1075
3663	Water & Sewer Deposit Refund	#783.02	Utility Billing Overpayment	03/09/2021	40.54	01-1075
3663	Water & Sewer Deposit Refund	#784.02	Utility Billing Overpayment	03/09/2021	1.93	01-1075
3663	Water & Sewer Deposit Refund	#83602	Utility Billing Overpayment	03/09/2021	33.79	01-1075
3663	Water & Sewer Deposit Refund	#943.04B	Utility Billing Overpayment	03/11/2021	53.16	01-1075
Total 3663:					542.37	
1239						
1239	WECO	CP-00144124	PW Gas Exp	02/28/2021	588.36	11-45-2000
1239	WECO	CP-00144124	PW Gas Exp	02/28/2021	686.42	51-73-2000
1239	WECO	CP-00144124	PW Gas Exp	02/28/2021	686.41	52-73-2000
Total 1239:					1,961.19	
Grand Totals:					251,047.44	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
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Dated: _____

Mayor: _____

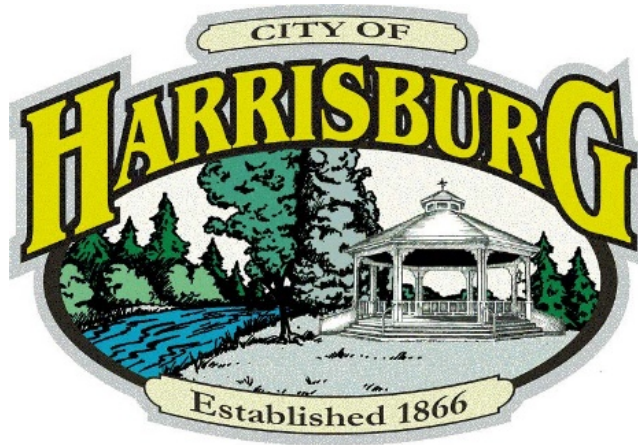
City Council: _____

**Payment Approval Report
Expense Account Key**

	Fund Number	G.L. Number	Acct
_____	General Fund	10	10-XX-XXXX
_____	Street Fund	11	11-XX-XXXX
_____	CED Fund	23	23-XX-XXXX
_____	Library Fund	24	24-XX-XXXX
_____	Storm Fund	25	25-XX-XXXX
_____	Office Equip. Fund	40	40-XX-XXXX
_____	Equipment Fund	41	41-XX-XXXX
_____	Water Fund	51	51-XX-XXXX
_____	Sewer Fund	52	52-XX-XXXX
City Recorder: _____	Sewer Resv Fund	56	56-XX-XXXX
City Treasurer: _____			

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.



Planning Commission Meeting Minutes
 March 16, 2021

Chairperson: Todd Culver, Presiding
 Commissioners Present: Roger Bristol, Rhonda Giles, Jeremy Moritz, and Susan Jackson
 Absent: Kurt Kayner and Kent Wullenwaber
 Staff Present: City Administrator/Planner Michele Eldridge, and Finance Officer/Deputy City Recorder Cathy Nelson
 Meeting Location: Harrisburg Municipal Center located at 354 Smith St.

CALL TO ORDER AND ROLL CALL: Order was called at 7:00pm by Chairperson Todd Culver.

CONCERNED CITIZEN(S) IN THE AUDIENCE. Everyone present were there for items on the agenda.

APPROVAL OF MINUTES

Moritz motioned to approve the minutes and was seconded by Bristol. The Planning Commission then voted unanimously to Approve the Minutes for February 16, 2021.

PUBLIC HEARING

THE MATTER OF THE SKIP TRACER AND LADS SITE PLAN REVIEW LU #426-2021.

Chairperson Todd Culver read aloud the order of proceedings, and noted the procedures for a continuance, and the process to keep the record open.

At the hour of 7:01PM, the Public Hearing was opened.

Culver asked if there were any Conflicts of Interest or any Ex Parte contacts; there were none stated. There were no rebuttals in relation to Conflicts of Interest, or Ex Parte Contacts.

Culver then read aloud the criteria that were relied upon for this land use hearing and noted additional copies of criteria near the door. He also directed the audience on how they would need to direct testimony towards the applicable criteria, and how an appeal could be made.

March 16, 2021

STAFF REPORT: Eldridge noted that the applicant went through a similar land use hearing in April 2019 for this structure. The proposed new building is more than twice the size of what had been previously approved, and therefore, required a new site plan. Eldridge summarized the criteria and findings of facts for the application. She highlighted the criteria that would require conditions of approval.

- Moritz asked where the conditions were outlined on the staff report. Eldridge stated they could be found on the bottom of page 18 in the agenda packet.
- Bristol asked if the applicant was able to do the 10 ft. setback because the property was adjacent to farmland. Eldridge stated that was correct. Bristol followed-up by asking if the farmer wanted to build if he would need to have the 20 ft. setback. Eldridge replied that they are in the county and would have to go through them for any building applications. Bristol then asked if the applicant needed an additional permit because they moved the fuel tank. Eldridge noted that the fuel tank would be handled during the actual building permit process.

APPLICANTS TESTIMONY: Brandon Tracer, representative of Skip Tracer and Arlon, LLC, addressed the Planning Commission. He stated that they just wanted to build a large shed. They chose to increase the size of the original building to use more of the open area in the corner next to the lift station. The Planning Commission had no further questions.

TESTIMONY IN FAVOR, IN OPPOSITION, AND NEUTRAL TESTIMONY WAS ASKED FOR.

In Favor:

- None given.

In Opposition:

- None given.

Neutral:

- None given.

No rebuttal of testimony or additional questions for the public.

The public hearing was closed at the hour of 7:17 pm.

- **Giles motioned to approve the Skip Tracer & Lads site plan #LU 426-2021, subject to the conditions of approval contained in the March 8, 2021 Staff Report. This motion is based on findings contained in the March 8, 2021 staff report, and on public written and oral comments made on or about this application, and after due deliberation of the Harrisburg Planning Commission on the 16th day of March 2021. She was seconded by Bristol. The Planning Commission then voted unanimously to conditionally approve the Skip Tracer & Lads site plan #LU 426-2021 subject to conditions of approval contained in the March 8, 2021 staff report and after due consideration of written and oral public testimony and findings made by the Commission during deliberations on the application.**

March 16, 2021

OTHERS

- Eldridge reported that John Hitt has been hired as a consultant by the City of Harrisburg. He will continue to help with the code revision project.
- Eldridge reminded the Commissioners that the deadline to complete their EIC filing is April 15th, 2021.

With no further discussion, the meeting was adjourned at the hour of 7:22 pm.

Chairperson

City Recorder

UNAPPROVED

**City of Harrisburg
PLANNING COMMISSION**

NOTICE OF DECISION

REQUEST: The applicant requests approval of Site Plan Review to construct a roughly 7,500 sq. ft. equipment storage building near the northern end of the property. No new parking or site improvements are proposed.

LOCATION: Tax Lot 606 of Linn County Assessor's Map 15S04W09

HEARING DATE: March 16, 2021

ZONING: M-2 (Heavy Industrial)

**APPLICANT/
OWNER:** Brandon Tracer, on behalf of
Skip Tracer & Lads
PO Box 527
Harrisburg, OR 97446

APPEAL DEADLINE: March 31, 2021, at 5:00 p.m.

DECISION: The Harrisburg Planning Commission conducted a public hearing on March 16, 2021, and voted to approve the request, subject to the attached conditions of approval. The Planning Commission adopted the findings contained in the Staff Report of the March 16, 2021, Planning Commission meeting, and portions of the minutes from the meeting that demonstrate support for the Planning Commission's actions.

APPEALS: The decision may be appealed by filing a Notice of Appeal with the City Recorder at 120 Smith Street. The Notice of Appeal should be filed by the Appeal Deadline date listed above. Specific information on the requirements for an appeal or a copy of the complete file of this land use action may be obtained at Harrisburg City Hall. There is a fee of \$425.00.

EFFECTIVE DATE: May 1, 2021, unless an appeal has been filed with the City Recorder.

EFFECTIVE PERIOD: Site Plan Review approvals shall be effective for one year from the date of approval. If the applicant has not begun the work associated with the approval within one year, all approvals shall expire. Where the Planning Commission finds that conditions have not changed, at its discretion and without a public hearing, the Commission may extend the period one time for a period not to exceed one additional year.

Unless appealed, this Site Plan Review approval will expire on May 1, 2022.



Todd Culver
Planning Commission Chair

UNAPPROVED

CONDITIONS OF APPROVAL

1. **Consistency with Plans** – Development shall comply with the plans and narrative in the applicant’s proposal, except where modified by the following conditions of approval.
2. **Building Permits** – Prior to construction, the applicant shall obtain all necessary building permits for the construction of the proposed addition.
3. **Erosion & Sediment Control Plan** – Prior to the issuance of building permits, the applicant shall submit for review and approval an erosion and sediment control plan that demonstrates how the applicant will prevent sediment and runoff from the earthwork from impacting the City’s drainage system or other properties.

APPROVED