



City Council Business Meeting Agenda
February 14, 2023
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 Located at 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 Lori Ross, at 541-995-6655*
8. *Masks are not required at this time. The City does ask that anyone running a fever, having an active cough or other respiratory issues, not to attend this meeting.*
9. *If you wish to testify, and are unable to attend due to health concerns, 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.)

ORDINANCES

1. THE MATTER OF APPROVING ORDINANCE NO. 991, “AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE CHAPTER 13.15 WATER SYSTEM”

STAFF REPORT:

Exhibit A. Ordinance No. 991

ACTION: MOTION TO APPROVE ORDINANCE NO. 991, “AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE CHAPTER 13.15 WATER SYSTEM”

PUBLIC HEARING

2. THE MATTER OF A PUBLIC HEARING TO ALLOW MS. FREDA LUNN TO APPEAL AN EXCLUSION FROM RIVERFRONT PARK

STAFF REPORT:

Exhibit A: Original Trespass Notice, Appeal Request & Notice of Appeal

Exhibit B: ORS 166.025 – Definition of Disorderly Conduct

ACTION: MOTION TO DENY/APPROVE THE TRESPASS APPEAL REQUEST FOR MS. FREDA LUNN

NEW BUSINESS

3. THE MATTER OF DECLARING A PUBLIC WORKS VEHICLE AS SURPLUS PROPERTY

STAFF REPORT:

Exhibit A: City Surplus Declaration

ACTION: MOTION TO HAVE STAFF FOLLOW THE PROCESS AS SPECIFIED IN HMC 3.10.070 AND TO DECLARE THE CITY'S 2004 GMC YUKON TO BE SURPLUS PERSONAL PROPERTY

4. THE MATTER OF REVIEWING THE LOC LOBBYING 101 WEBINAR

STAFF REPORT:

Exhibit A: LOC Handout

ACTION: NO ACTION NEEDED

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.

5. THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

Exhibit A: City Council Minutes from December 13, 2022
and January 10, 2023

Exhibit B: Payment Approval Report for January 2023

Exhibit C: Library Board Minutes from January 3, 2023

Exhibit D: Municipal Court Collection Report January 2023

Exhibit E: Municipal Court Citation Report January 2023

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

- 1. The Minutes from the December 13, 2022 and the January 10, 2023 City Council Meeting**
- 2. The Payment Approval Report for December 2022**

VERBAL REPORT: Discussions below should be limited to five minutes of conservation per topic. Topics of interest that require more than five minutes of conversation, should be moved to a future meeting where possible.

- 1. Capital Funding Request**
- 2. Tennis Courts**
- 3. LOC Small City Meeting**
- 4. 9th St**

ADJOURN

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

THE MATTER OF APPROVING ORDINANCE NO. 991, “AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE CHAPTER 13.15 WATER SYSTEM”

STAFF REPORT:

Exhibit A. Ordinance No. 991

ACTION: MOTION TO APPROVE ORDINANCE NO. 991, “AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE CHAPTER 13.15 WATER SYSTEM”

THIS AGENDA BILL IS DESTINED FOR: Agenda – February 14, 2023

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

STAFF RECOMMENDATION:

Staff recommends Council Approve Ordinance No. 991

BACKGROUND INFORMATION:

The City Council reviewed the red-lined version of HMC Chapter 13.15 Water System at the last Council meeting. The current revisions bring the City in-line with changes to the Harrisburg Water Master Plan, and the Harrisburg Water Management & Conservation Plan (WMCP).

Only Section 13.15.220(9) was revised further after Council approved the draft version. Fire Hydrants needed to be closer together than 500’; Staff revised the ordinance to simply refer to Oregon Fire Code, and that all exceptions must be approved by the Harrisburg Fire Department and the Public Works Director.

REVIEW AND APPROVAL:

Michele Eldridge 02/07/23
Michele Eldridge Date
City Administrator

ORDINANCE 991

AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE CHAPTER 13.15 WATER SYSTEM

WHEREAS, the Harrisburg Public Works Director has been updating the City's utility ordinances; and,

WHEREAS, the last time the Water System code was updated was in 2011; and,

WHEREAS, has since adopted the Harrisburg Water Master Plan, and the Water Management and Conservation Plan (WMCP),

NOW THEREFORE, THE CITY OF HARRISBURG ORDAINS AS FOLLOWS:

Section 1. The Harrisburg Municipal Code Chapter 13.15 Water System is amended as shown by the provisions contained in **Exhibit A**.

PASSED by the Council this 14th Day of February, 2023.

APPROVED by the Mayor this 14th Day of February, 2023.

EFFECTIVE the 14th Day of March, 2023.

Mayor Duncan

ATTEST:

City Recorder

Exhibit A

Chapter 13.15 WATER SYSTEM

Sections:

[13.15.010 Definition of terms.](#)

[13.15.020 Description of service.](#)

[13.15.030 Authority of City Council to establish rates](#)

[13.15.035 Authority of Utility](#)

[13.15.040 Water connection requirements](#)

[13.15.045 Private Wells](#)

[13.15.050 Application for service.](#)

[13.15.060 Deposits.](#)

[13.15.070 Rendering of bills, responsibilities, delinquencies, and penalties.](#)

[13.15.080 Billing format.](#)

[13.15.085 Adjustment,back-billing,credits and refunds](#)

[13.15.090 Multiple units.](#)

[13.15.100 Responsibility for equipment.](#)

[13.15.110 Damage to utility's property.](#)

[13.15.120 Discontinuance of service.](#)

[13.15.130 Mischief.](#)

[13.15.140 Access to premises.](#)

[13.15.150 Handling of funds.](#)

[13.15.160 Service connection and main extensions within City limits.](#)

[13.15.170 Service connection and main extensions outside City limits.](#)

[13.15.180 Temporary service.](#)

[13.15.190 Interruptions in service.](#)

[13.15.200 Meter error.](#)

[13.15.210 Pools and tanks.](#)

[13.15.220 Fire hydrants.](#)

[13.15.225 Fire line protection service](#)

[13.15.230 Control valves.](#)

[13.15.240 Cross-connections.](#)

[13.15.250 Water waste.](#)

[13.15.260 Restricted use of water.](#)

[13.15.270 Unmetered service.](#)

[13.15.272 Building over water mains prohibited](#)

[13.15.275 Separation of water mains and services from other utilities](#)

[13.15.280 Resale of water/Bulk Water](#)

[13.15.290 Appeals.](#)

[13.15.300 Penalty.](#)

[13.15.310 Constitutionality – Saving clause.](#)

13.15.010 Definition of terms.

“Applicant” means a person, corporation, association, or agency applying for water service.

“Base charge” means a periodic charge for water service charged in addition to the consumption charge

“City” means the City of Harrisburg, a municipal corporation of the State of Oregon.

“Commercial services” means provision of water to mercantile establishments, professional offices, public or governmental buildings, hospitals, retirement homes, churches, motels, manufacturing and processing uses not qualifying as seasonal food processing or industrial service, and to multifamily dwellings and apartment houses except those in which each unit is metered separately. Service to any of the above listed commercial services in combination with any residential use shall also be considered as commercial service.

“Council” means the City Council of the City of Harrisburg

“Customer” means a person, corporation, association or agency receiving water service from the utility.

“Date of billing” means the date indicated on the utility bill; usually the day the utility bill is mailed or final bill date.

“Day,” for the purpose of this chapter, means calendar days, not workdays.

“Drop-in meter service” means a water service that may be provided by installing a meter in an existing meter box or vault at a service location where all of the service connection piping and appurtenances except the meter have previously been installed

“Equivalent user unit (EUU)” means a volume of water which incurs the same costs for operations, maintenance, and replacement as the average volume of domestic waste discharged from an average unit in the treatment works service area. For purposes of making this determination, the City shall utilize the metered water use records of the City of Harrisburg. A single EEU is equivalent to 748 gallons.

“Fire Line” A fire service line is a water line preceding the backflow prevention assembly (BPA), supplying water to the fire sprinkler or private fire hydrant

“Industrial service” means the provision of water to a customer through a four-inch or larger meter for use in manufacturing or processing activities located on land designated for industrial use in the Harrisburg Comprehensive Plan.

“Main extensions” means extensions of distribution pipelines, exclusive of service connections, beyond existing facilities.

“Mains” means distribution pipelines located in streets, highways, public ways, or private rights-of-way, which are used to serve the general public.

“Meter rate service” means provision for supplying water in measured quantities.

“New construction” means a new structure constructed for the purpose of human occupancy, employment, recreation, etc., including placement of a manufactured home or other similar dwellings.

“Operation and maintenance” means activities required to ensure the dependable and economical function for supplying water to customers.

a. “Maintenance” means preservation of functional integrity and efficiency of equipment and structures. This includes preventive maintenance, corrective maintenance, and replacement of equipment.

b. “Operation” means control of the unit processes and equipment that make up the municipal water works. This includes keeping financial and personal management records, laboratory control, process control, safety and emergency operation planning, employment of attorneys and consultants, payment of court costs and payment of any costs or fees reasonably associated with any of the above.

“Person” means any individual, firm, company, association, society, corporation, or group.

“Premises” means the integral property or area, including improvements thereon, to which water service is or will be provided.

“Rate schedules” means the entire body of effective rates, rentals, charges, and regulations as set forth in the resolution establishing fees and rates.

“Service area” means the area in which water service may be furnished at the utility’s option and includes all that territory within the corporate limits of the City of Harrisburg and certain areas adjacent or in reasonable proximity thereto.

“Service connections” means the pipes, valves, and other facilities by means of which the utility conducts water from its distribution mains to and through the meter, but does not include the piping from the meter to the property served.

“Shall” is mandatory; “may” is permissible.

“User” means every person using any part of the public treatment works of the City of Harrisburg.

“User charge” means charges levied on all users of the City of Harrisburg water system.

“Utility” means the City of Harrisburg, a municipal corporation of the State of Oregon (Water Department). [Ord. 750 § 1, 1998; Ord. 731 § 1, 1997.]

13.15.020 Description of service.

1. Supply. The utility will exercise reasonable diligence and care to deliver a continuous and sufficient supply of water to the customer at a proper pressure, and to avoid any shortage or interruption in delivery.

2. Quality. The utility will exercise reasonable diligence to supply safe and potable water at all times.

3. Classes of Service. All services installed by the utility will be classified as follows:

a. Residential within City limits. Applies to all single-family residences and to individual apartments, apartment complex, and accessory dwelling units, where service is furnished through a separate meter for each such structure or dwelling unit.

b. Commercial/industrial within City limits. Applies to all commercial customers, including industrial, seasonal food processing and mercantile establishments, stores, offices, public and private hospitals, churches, mercantile and industrial establishments combined with residences.

c. Contract service. Applies to all residential, commercial, and industrial customers who have need for special services and for which rates will be negotiated

d. Residential outside City limits.

e. Commercial/industrial outside City limits.

f. Commercial high level outside City limits.

g. Government - Schools and public buildings not otherwise classified.

h. Fire protection. [Ord. 731 § 2, 1997.] Applies to standpipes, connections for automatic sprinkler systems, and fire hydrant service for private fire protection.

13.15.030 Authority of City Council to establish rates.

The City Council shall, by resolution, establish the water rates, including a surcharge when appropriate, on all users of the public water system. Such charges shall be used exclusively for the operation, maintenance, and repair of the water system; prorated employee costs; administration costs; and expenses of collection charges imposed by this chapter. [Ord. 731 § 3, 1997.]

13.15.035 Authority of utility.

1. The utility shall have sole authority to make discretionary determinations required by this code. Such discretionary determinations are required where the code calls for approvals, determinations, reasonableness, authorization, standards (or reductions thereof), judgments, estimates, requirements, sufficiency, options, impacts upon the water system and/or customers thereof, and similar words or phrases. In each case where such words or phrases are stated or implied, they shall be understood to mean “subject to the approval or determination of the utility.”

2. Said discretionary determinations shall be based upon the following criteria: Anticipated impacts upon sufficiency and reliability of the water system; the water system facility plan; sound engineering practices in the field of municipal services; financial impacts; service to other properties; the potential to establish precedent; and the impacts of alternative actions.

13.15.040 Water connection requirements.

1. All property which has new construction (as defined by this chapter) shall be required to have or make connections to the City water system, if it is available, and if not covered by another ordinance.

2. When City water is available to the property and the property is on an existing well, the property owner is required to connect to City water within six months when there is either a:

a. Change of ownership;

b. Change in occupancy; or

c. By a date required by the City if there is a declared health hazard. [Ord. 906 § 1, 2012; Ord. 750 § 2, 1998; Ord. 731 § 3a, 1997.]

13.15.045 Private Wells.

No person shall use a well for domestic water service to a structure without the well having an approved metering device. Property owner(s) will assume all costs and fees associated with installing the water meter on the well. A water meter shall be installed on the well within 6 months when any of the conditions listed in 13.15.040 occur OR on premises having an auxiliary water supply. All wells shall also conform to HMC 13.20

13.15.050 Application for service.

1. An application for water service is required for all new accounts Each applicant for water service shall be required to sign a form provided by the utility setting forth:

a. The date of application.

b. The location of premises to be served.

c. The date on which applicant will be ready for service.

d. The address to which bills are to be mailed or delivered.

e. Whether the applicant is an owner or tenant of, or agent for, the premises.

f. Name of applicant or business.

g. Description of facilities/infrastructure on the property to be served, or other information as the utility may reasonably request.

h. Provide photo ID.

2. Contracts, other than applications, may be required prior to service, where in the opinion of the utility special circumstances warrant special consideration. [Ord. 731 § 4, 1997.]

13.15.060 Deposits.

1. A deposit for water service is required when:

a. The premises has had no prior service; or

b. The premises has had a change in property ownership or tenants; or

c. The premises has a disconnection or service disconnected for delinquency or other violations (Also see subsection (4) of this section.); or

d. An established resident, whose deposit has been refunded, and has had all services terminated for a period longer than 30 days.

2. Establishment of Deposit Rate. The fee for a water deposit will be established by the resolution establishing fees and rates.

3. Refund of Deposit.

a. At an owner-occupied location, the deposit shall be refunded if payments have been made in a regular and timely basis for a period of two years, or after the account has been closed and any outstanding charges have been paid.

b. At a renter-occupied location, the deposit shall be refunded after the account has been closed and any outstanding charges have been paid.

4. Redeposit. If, at any time after such water deposit refund is made to a depositor, the depositor becomes consistently delinquent in payment of his or her water charges or to the extent that it is necessary to issue a notice of discontinuance of service, the City, as a condition of continuation or reconnection of service, may require such deposit to be redeposited.

5. Deduction of Water Use Fees. Prior to refund of deposit, as allowed by this chapter, the City shall first apply said deposit to any sum owed as a water use fee, before remitting any excess to the user upon termination of the account.

6. If a person is responsible for water service charges to the City, as either a property owner, tenant or occupant, and the account is terminated with water service charges remaining unpaid, the City may withhold or discontinue service at any other location the person has, or wants, water services provided by the City of Harrisburg until the account is paid. [Ord. 906 § 1, 2012; Ord. 897, 2011; Ord. 800 § 1, 2002; Ord. 792 § 1, 2002; Ord. 731 § 5, 1997.]

13.15.070 Rendering of bills, responsibilities, delinquencies, and penalties.

1. User charges shall be levied on all users of the City water system and a monthly utility bill shall be mailed. The water user charge for all property, whether occupied or unoccupied, shall begin on the day that connection is made to the City water system, or on the first day of occupancy. Once the water user charge has commenced, no credit shall be given for vacancy unless it can be demonstrated that water service to that property from any and all sources has been discontinued, at which time the meter will be turned off and the user charge shall cease. If the date upon which the user charge is commenced or altered does not fall on the first date of a billing period, the closing bill shall be based upon actual water usage.

2. The utility bill shall be due and payable in full to the City no later than 20 days after the date of billing, and shall thereafter be considered delinquent and a lien against the premises served.

a. The City reserves the right to discontinue the water system service to any customer whose account is delinquent 40 days after the date of billing.

b. The City shall notify the customer of the intent to discontinue service by written notice, in accordance with HMC [13.15.080](#).

3. In all instances where service has been discontinued, an administrative fee, set by resolution, shall be made for restoration of service.

4. Closing bills will be due within 40 days and will be based upon the meter reading of actual water used.

a. If a utility billing customer relocates from one location to another utility billing location; the closing bill will be transferred to the new location, if there is a balance due

5. Property Owner's Liabilities.

a. The property owner is responsible for the water services provided to their property. If a property owner wants the City to send billings for water services to a renter or other person, the property owner shall first sign a statement indicating that they understand their responsibility and that they will be responsible for water services if the account becomes delinquent.

b. In the event a water account remains unpaid for 40 days at premises where the utility bill is sent to someone other than the owner, then the City shall notify the property owner of the status of the account.

6. Past due accounts shall become a lien against the property and will be filed with the City Recorder on the City lien docket. Liens may be foreclosed, and charges collected in the manner required by law for the collection of liens upon real property. [Ord. 826, 2005; Ord. 813 § 1, 2003; Ord. 800 § 2, 2002; Ord. 781 § 1, 2001; Ord. 731 § 6, 1997.]

13.15.080 Billing format.

1. Utility bills shall be mailed monthly to customers and shall include:

- a. The name and address of the person to whom the billing is being sent;
- b. An account number;
- c. The current charges, any past due charges, any payments, any adjustments and the total amount owing; and
- d. The service address location.

2. If the past due amount has not been paid on or before the tenth day of the month, then a shutoff notice will be mailed to the resident and property owner.

a. There will be a late fee assessed on the account. Late fees shall be established by resolution establishing fees and rates.

3. Water service will be shut off if payment in full is not received by the City of Harrisburg within the allotted date and time stated on the shutoff notice.

a. There will be shut off fee assessed on the account. Shut off fees shall be established by Council resolution.

4. If water service is shut off, it will not be turned back on until the past due amount is paid in full, including charged fees;

a. Any payments made after 3pm will have their water service restored the next business day.

5. The shutoff notice shall state:

a. The deadline for making payment in order to avoid a shutoff;

b. The address where payment can be made; and

c. The past due amount and charges that must be paid.

6. In the event service is discontinued, a notice shall be left on the property stating that service has been discontinued until the delinquent account is paid in full. The notice shall be placed on or near the front door of the premises or most reasonably approachable entrance to the property for the general public. [Ord. 826, 2005; Ord. 800 § 3, 2002; Ord. 781 § 2, 2001; Ord. 731 § 7, 1997.]

13.15.085 Adjustments, back-billing, credits and refunds.

1. The utility billing supervisor may authorize adjustments, back-bill, apply credits, pay refunds, or waive fees and charges where it is deemed necessary for the proper conduct of the business of the utility with approval of any department head.

2. When the utility determines that a customer has been mistakenly charged too much for water services, the utility will apply a credit to the account based on the date the error first occurred, the date the current customer became responsible for the bill, or a period not to exceed 6 months, whichever is less.

3. When the utility determines that a customer has not been charged or has not been charged enough for water services, the utility will back-bill the account based on the date the error first occurred, the date the current customer became responsible for the bill, or a period not to exceed 6 months, whichever is less. Customers who receive such a delayed bill will be offered the opportunity to make arrangements for installment payments.

4. Adjustments on Account of Leaks. Where it can be demonstrated that an existing leak on the customer's side of the meter has been repaired, the utility may allow an adjustment of the estimated excess consumption due to leakage. Adjustments may be based on either a previous year's three-month average of the same time frame, or a minimum of three consecutive months of normal usage for new residents. Adjustments shall not be permitted when the excess consumption is due to the apparent continued waste of water due to a negligent failure to repair the leak or when no comparable water use history exists. When an adjustment on account of leaks has been granted, no further leak adjustments shall be granted in the following 36 months without approval of the City Administrator.

13.15.090 Multiple units.

1. Number of Services to Separate Premises. Separate premises under single control or management will each be supplied through individual service connections unless the utility elects otherwise.

2. Service to Multiple Units. Separate houses, buildings, living or business quarters on the same premises or on adjoining premises, under single control or management, may be served at the option of the applicant by either of the following methods:

- a. Through separate service connections to each or any unit; provided, that the pipeline system from each service is independent of the others, and is not interconnected; or
 - b. Through a single service connection to the entire premises on which one base rate per unit will be applied. The responsibility for payment of charges through a single service connection of approved capacity must be assumed by the applicant.
3. Changes in Customer's Equipment. Customers making any material change in the size, character, or extent of the equipment or operation utilizing water service, or whose change in operations results in a large increase in the use of water, shall immediately give the utility written notice of the nature of the change and, if requested by the utility, amend their application. [Ord. 731 § 8, 1997.]

13.15.100 Responsibility for equipment.

The customer shall at his own risk and expense furnish, install and keep in good and safe condition all equipment that may be required for receiving, controlling, applying and utilizing water. The utility shall not be responsible for any loss or damage caused by the improper installation of such water equipment, or the negligence, want of proper care or wrongful act of the customer or any of his tenants or agents in installing, maintaining, using, operating or interfering with such equipment. The utility shall not be responsible for damage to property caused by spigots, faucets, valves and other equipment that are open when water is turned on at the meter, either when the water is turned on originally or when turned on after a temporary shutdown. [Ord. 731 § 9, 1997.]

13.15.110 Damage to utility's property.

The customer shall be liable for any damage to a meter or other equipment or property owned by the utility which is caused by an act of the customer, his tenants or agent. Such damage shall include the breaking or destruction of locks by the customer or others on or near a meter, and any damage to a meter on the customer's premises. The utility shall be reimbursed by the customer for any such damage promptly on presentation of a bill. [Ord. 731 § 10, 1997.]

13.15.120 Discontinuance of service.

1. Nonpayment of Bills. A customer's water service may be discontinued if the water bill is not paid in accordance with the procedures as listed in HMC [13.15.070](#).

2. Unsafe Apparatus.

a. The utility may refuse to furnish water and may discontinue service to any premises where apparatus, appliances or equipment using water is dangerous, unsafe, or is being used in violation of laws, ordinances or legal regulations.

b. The utility does not assume liability for inspecting apparatus on the customer's property. The utility does reserve the right of inspection, however, after obtaining permission from any person

with authority over the property to grant it or after obtaining a warrant, if there is reason to believe that unsafe or illegal apparatus is in use.

3. Service Detrimental to Others. The utility may refuse to furnish water and may discontinue service to any premises where excessive demands by one customer will result in inadequate service to others.

4. Fraud and Abuse. The utility shall have the right to refuse or to discontinue water service to any premises to protect itself against fraud or abuse.

5. Noncompliance. The utility may, unless otherwise provided, discontinue water service to a customer for noncompliance with any portion of this chapter if the customer fails to comply within five days after receiving written notice of the utility's intention to discontinue service. If such noncompliance affects matters of health, safety, or other conditions that warrant such action, the utility may discontinue water service immediately.

6. Customer's Request for Service Discontinuance.

a. A customer may have his or her water service discontinued by notifying the utility reasonably well in advance of the desired date of discontinuance.

b. If the customer fails to notify the utility, the customer will be required to pay for water service until the utility has discontinued service.

7. Restoration – Reconnection Charge. For requests of restoration and/or reconnection of water service, the City shall charge a fee as set in the applicable portion of the resolution establishing fees and rates.

8. Penalty for Turning on Water without Authority/Tampering. Should the water be turned on by any water consumer or other person without authority from the utility, the water may then be shut off at the main or the meter removed. The charge for shutting water off at the main shall be the actual cost. The charge for removing and replacing the meter shall be included in the applicable portion of the resolution setting fees and rates. All such charges shall be chargeable to the offending customer where the water is supplied, and water shall not again be furnished to such premises until said charges are paid. [Ord. 906 § 1, 2012; Ord. 731 § 11, 1997.]

13.15.130 Mischief.

1. It shall be unlawful for any person other than authorized utility personnel to tamper with any line, meters, valves or any appliances, equipment, or other appurtenances to the utility's water system.

2. Any developer, contractor, property owner, or private citizen who connects to the City water system without prior City approval and without allowing City public works personnel an opportunity to inspect the connection shall:

- a. Have the service terminated;
- b. Be fined; and/or
- c. Be required to pay for the City inspection of the work performed and any corrections required by the City. [Ord. 781 § 3, 2001; Ord. 750 § 5, 1998; Ord. 731 § 12, 1997.]

13.15.140 Access to premises.

The utility or its duly authorized agents shall, at all reasonable times, have the right to enter or leave the customer's premises for any purpose properly connected with the service of water to the premises after obtaining permission from any person with the authority over the property to grant it or after obtaining a warrant. [Ord. 906 § 1, 2012; Ord. 731 § 13, 1997.]

13.15.150 Handling of funds.

- 1. Bills for water user charges shall be mailed to the address specified in the application for service unless or until the different owner or user of the property is reported to Utility Billing.
- 2. All collections of water user charges shall be made by authorized City personnel.
- 3. City authorized personnel shall deposit in the water fund all of the gross revenues received from charges, rates, surcharges, and penalties collected for the use of the water system as herein provided.
- 4. The revenues thus deposited in the water fund shall be used exclusively for the operation, maintenance, replacement, prorated employee costs, administration costs, and expenses of collection of charges imposed by this chapter.
- 5. Records of all assigned water contributions forming the basis of the charges shall be kept on file with the City Recorder and shall be open for public inspection. [Ord. 731 § 14, 1997.]

13.15.160 Service connections

- 1. The City may furnish and install a service of such size and at such location as the applicant requests, provided such requests are reasonable.
- 2. The service will be installed from the City water main to the curb line or property line to the premises, which may abut on the street, on other thoroughfares, or on a City right-of-way or easement.
- 3. Charges for connection fees will be set by the resolution establishing fees and rates.
- 4. Change in Location of Meters, Services, or Size of Meter. Services moved for the convenience of the customer will be relocated only at the customer's expense. The customer will be required to pay the utility the actual labor costs, plus materials used.

5. Ownership. The service connection, whether located on public or private property, is the property of the utility; and the utility reserves the right to repair, replace, and maintain it, as well as to remove it upon discontinuance of service.

6. Charges for Service Pipes Connected without Permit. If premises are connected without the application prescribed in this chapter, such City water service shall be immediately disconnected. Before a new connection is made, the applicant shall pay double the rate for the estimated quantity of water consumed. A new connection shall only be made upon compliance with provisions of this chapter.

7. Abandoned and Nonrevenue-Producing Services. Where a service connection to any premises has been abandoned or not used for a period of one year or longer, the utility may remove such service connection. New service shall be provided only upon the owner making an application and paying for a new connection in the regular manner.

8. Leaking or Unused Services. Where there is a leak between the main and the meter, the utility shall make all repairs free of charge. When a service pipe at the proper grade is damaged or destroyed by contractors or others, or where service pipes are destroyed by the person, contractor or company responsible for such damage or destruction, shall pay the utility for the cost of repairing or replacing such pipes on the basis of the actual cost to the City in labor and in material. [Ord. 800 § 4, 2002; Ord. 769 § 1, 2000; Ord. 750 § 3, 1998; Ord. 731 § 15, 1997.]

13.15.170 Service connection and main extensions outside City limits.

1. The utility will not finance or construct water mains for residential or commercial/industrial uses, except in special circumstances, outlined in this section. Individual service connections may be permitted, by option of the utility, on those mains owned and operated by the utility outside the City limits. (The Council shall have the right to reject such petitions and to enter into contract with the petitioners under such conditions as the Council may elect.)

2. All water delivered outside the City limits shall be considered as a special service and shall not be extended except under unusual circumstances. The quantity of water supplied by this service may be reduced or the service discontinued when sufficiently justified by the utility. A finding that unusual circumstances exist shall be related to the following:

a. A public health need or the future viability of an existing industry; and

b. A determination that the provision of domestic water supply is vital to the operation of a particular use.

3. Declared Health Hazard. All property with structures or buildings normally used or inhabited by people located within the City and declared by the Oregon State Health Division or the Linn County Health Department to contain conditions causing a danger to the property water supply shall connect to the public water supply system to alleviate such health hazard within 6 months of declaration of a danger to public health. An existing well may be grandfathered in for purposes of this chapter and may be repaired if desired. However, when a City water line does

become available to the property (“available to the property” means property adjacent to the City right-of-way in which a water line is installed), the property owner will be given 6 months to connect to the City water line.

4. Applications and Rates. The City reserves the right to act on each application for outside-the-City service on its merits without regard to any other past or present application or service. If service is approved, the cost of service, connections, and meters will be listed in the applicable portion of the resolution establishing fees and rates. Water use rates will be double those for service to a similar customer within the City limits.

5. Rules and Regulations.

a. All customers outside the City receiving water from the utility shall comply with and be bound by the rules and regulations of the utility.

b. Individuals shall cooperate to a reasonable and practicable extent with other customers in the extension or enlargement of common facilities.

c. No customer shall interconnect between water furnished by the utility and water from another source. (See Chapter [13.20](#) HMC.)

6. Guarantee of Supply. Pressure and other conditions are to be at the risk of the customer without guarantee by the utility, and the utility shall have no liability in any way to customers for failure to provide service or for any failure of system. [Ord. 750 § 4, 1998; Ord. 731 § 16, 1997.]

13.15.180 Temporary Service

Installation and construction of temporary water services will not be provided

13.15.190 Interruptions in service.

The utility shall not be liable for damage resulting from an interruption in service. Temporary shutdowns may be resorted to by the utility for improvements and repairs. Whenever possible and as time permits, all customers affected will be notified prior to such shutdowns. The utility will not be liable for interruption, shortage or insufficiency of supply or for any loss or damages occasioned thereby, if caused by accident, act of God, fire, strikes, riots, war or any other cause not within its control. [Ord. 731 § 18, 1997.]

13.15.200 Meter error.

Prior to installation, each meter will be tested, and no meter found to register more than two percent fast or slow under conditions of normal operation will be placed in service.

1. Meter Test on Customer Request.

- a. A customer may, giving not less than one week's notice, request the utility to test the meter serving his/her premises.
- b. The utility may require the customer to deposit an amount equal to one hour of public works time based on the current fee schedule, to cover the cost of the testing procedure. Customer's will be invoiced for time in excess of one hour if applicable.
- c. A written report giving the results of the test shall be available to the customer within 10 days after completion of the test.

2. Adjustment of Bills for Meter Error.

- a. Fast Meters. When, upon test, a meter is found to be registering more than two percent fast under conditions of normal operation, the utility will refund to the customer the full amount of the overcharge based on corrected meter readings for a period not exceeding three months that the meter was in use and the public works testing deposit amount, if it was charged.
- b. Slow Meters. When upon test a meter used for domestic or residential service is found to be registering more than two percent slow, the utility may bill the customer for the amount of the undercharge based upon corrected meter readings for a period not exceeding three months that the meter was in use.
- c. Non-Registering Meters. The utility may bill the customer for water consumed while the meter was not registering. The bill will be at the minimum monthly meter rate or will be computed upon an estimate of consumption based either upon the customer's prior use during the same season of the year or upon a reasonable comparison with the use of other customers receiving the same class of service during the same period and under similar circumstances and conditions.
- d. Adjustments on Account of Underground Leaks. Where a leak exists underground between the meter and the building and the same leak is repaired within 10 days after the owner, agent, or occupant of the premises has been notified of such leakage, the utility may allow an adjustment on the billing. [Ord. 731 § 19, 1997.]

13.15.210 Pools and tanks.

When an abnormally large quantity of water is desired for filling a swimming pool, log pond, or for other purposes, arrangements must be made with the utility prior to taking such water. Permission to take water in unusual quantities will be given only if it can be safely delivered through the utility's facilities and if other consumers are not inconvenienced. [Ord. 731 § 20, 1997.]

13.15.220 Fire hydrants.

- 1. Use of and Damage to Fire Hydrants. No person or persons, other than those designated and authorized by the proper authority, or by the utility, shall open any fire hydrant, attempt to draw

water from it or in any manner damage or tamper with it. Any violation of this regulation will be prosecuted.

2. Moving of Fire Hydrants. When a fire hydrant has been installed in the location specified by the proper authority, the utility has fulfilled its obligation. If a property owner or other party desires a change in the size, type, or location of the hydrant, they shall bear all costs of such changes. Any change in the location of fire hydrants must be approved by the utility.

3. Fire Hydrants Outside the City Limits. Charges for installation and annual maintenance for fire hydrants outside the City limits shall be set in the applicable portion of the resolution establishing fees and rates. In the event of nonpayment of the maintenance charge, the utility may refuse service from the fire hydrant. [Ord. 731 § 21, 1997.]

4. Authorized Use. In order to obtain authorization to use a fire hydrant, the customer must contact the Public Works Director and if approved, apply for water service from utility. The Public Works Director will determine a hydrant the customer may use. At the time the customer signs up for temporary water supply from a fire hydrant, the customer must supply the utility with an estimate of water to be used, and the time and date water will be taken from the system. The bill will be generated after the service is used at the utilities next regularly scheduled billing date.

5. Where the use of the water from the hydrant requires backflow prevention, the customer is responsible for the proper installation, cost of permit and operation of the required backflow prevention assembly.

6. All maintenance for public hydrants shall be the responsibility of the utility or local fire department. The property owner is responsible for the maintenance and all costs associated with hydrants located on private property and the fire lines.

7. All publicly owned fire hydrants shall be painted yellow by the utility. Privately owner fire hydrants shall be painted red.

8. All fire hydrants shall contain a 4-inch integral Storz connection.

9. Fire Hydrants will be located according to current Oregon Fire Code. Any exceptions must be approved by the Harrisburg Fire Department and the Public Works Director.

13.15.225 Fire line protection service.

Fire protection service shall be allowed under the following conditions:

1. When the owner of a property or building desires such service and a main of sufficient size and volume is present, adjacent to or which may be extended to the property in such a manner as to provide the service required.

2. The owner or agent of such a building shall agree that no water may be used from the system except for extinguishing fires or periodic testing. Before any water for testing can be used, the owner or agent must receive permission from the utility.
3. All fire systems and private hydrants, wet or dry, shall be equipped with the appropriate backflow prevention assemblies and proportional flow meters.
4. Where any violation of any of the above subsections exists, service may be immediately discontinued. In the case where no detector or proportional meter exists, then one will be required before service is restored. In cases where there is a detector or proportional meter, then the owner or agent must provide satisfactory assurances that the use of water will cease or appropriate means are provided to ensure payment for all the water used. The customer will also be required to pay for all water used. The utility shall estimate this amount in cases where it cannot be determined. The bill must be paid prior to service being restored.
5. No charge will be made for water used in the extinguishing of fires.
6. The cost of all detector checks, proportional meters, backflow devices, and related appurtenances shall be borne by the customer.
7. Pressure and Supply. The utility assumes no responsibility for loss or damage because of lack of water or pressure and merely agrees to furnish such quantities and pressures as are available in its general distribution system. The service is subject to shutdowns and variations required by the operation of the system.

13.15.230 Control valves.

On all new construction and upgrades, the utility shall install a suitable ball valve, on the property side of the meter, the operation of which will control the entire water supply from the service. The valve from that point forward towards the property shall be the responsibility of the customer to maintain. The operation by the customer of the corporation/meter stop in the meter box is not permitted. [Ord. 731 § 22, 1997.]

13.15.240 Cross-connections.

See Chapter [13.20](#) HMC. [Ord. 731 § 23, 1997.]

13.15.250 Water waste.

Where water is wastefully or negligently used on a customer's premises, seriously affecting the general service, the utility may discontinue the service if such conditions are not corrected. The utility will have the option of determining the time limit, based upon the severity of the problem. [Ord. 731 § 24, 1997.]

13.15.260 Restricted use of water.

1. The City has developed a Water Management & Conservation Plan (WMCP) that has been approved by Oregon Water Resources Department. The Water Management & Conservation Plan includes a Water Curtailment Plan that meets the requirements of OAR 690-086-0160

2. The Public Works Director, or his or her designee, upon declaring a severe or critical water supply shortage, may activate some or all of the mandatory restrictions listed in the WMCP, in addition to any other curtailment measures deemed necessary to respond to a specific event. In general, the WMCP will be used to guide activation of curtailment measures. If curtailment measures are to be activated, the Public Works Director shall immediately notify the City Administrator prior to notifying the public.

3. The order of restriction shall limit water uses as follows:

- a. Stage 1 “mild” is declared when consumption exceeds 80 % of production capacity.
- b. Stage 2 “moderate” is declared when consumption exceeds 90 % of production capacity.
- c. Stage 3 “catastrophic” is declared in an emergency.

4. Willful or continued violation of any of the orders or restrictions established by the approved WMCP shall be deemed a violation and shall be subject to the penalties imposed in HMC [13.15.300](#). [Ord. 731 § 25, 1997.]

13.15.270 Unmetered service.

It shall be the policy of the City that all water services be metered. [Ord. 731 § 26, 1997.]

13.15.272 Building over water mains prohibited.

No structure requiring a permit shall be constructed over or within 7.5 feet of a public water main.

13.15.275 Separation of water mains and services from other utilities.

Except for crossings, all utilities, piping, conduits, and other underground lines shall be installed at a minimum of five feet of horizontal clearance from all utility water mains and services unless a lesser distance is specifically approved in writing.

13.15.280 Resale of water/Bulk Water

1. Except by special agreement with the utility, no customer shall resell any of the water received by them from the utility, nor shall water be delivered to premises other than those specified in the application for service. [Ord. 731 § 27, 1997.]

2. Bulk water shall only be obtained from metered bulk water sites designated and approved by the Public Works Director. No bulk water will be authorized when the Public Works Director declares that it may be detrimental to the water system users in an adverse way.

13.15.290 Appeals.

All appeals/determinations shall be made by the City Administrator or the City Administrators authorized representative

13.15.300 Penalty.

Any person violating any of the provisions of this chapter shall, upon conviction thereof, be punished by a fine not exceeding \$500.00 for each violation. [Ord. 781 § 4, 2001; Ord. 750 § 5, 1998; Ord. 731 § 29, 1997.]

13.15.310 Constitutionality – Saving clause.

If any clause, sentence, paragraph, section, article or portion of this chapter for any reason shall be adjudged invalid by a court of competent jurisdiction, such judgment shall not affect, impair or invalidate the remainder of this chapter, but shall be confined in its operation to the clause, sentence, paragraph, section or portion of this chapter directly involved in the controversy in which judgment is rendered. [Ord. 731 § 30, 1997.]

Agenda Bill

Harrisburg City Council

Harrisburg, Oregon

THE MATTER OF A PUBLIC HEARING TO ALLOW MS. FREDALUNN TO APPEAL AN EXCLUSION FROM RIVERFRONT PARK

STAFF REPORT:

Exhibit A: Original Trespass Notice, Appeal Request & Notice of Appeal

Exhibit B: ORS 166.025 – Definition of Disorderly Conduct

ACTION: MOTION TO DENY/APPROVE THE TRESPASS APPEAL REQUEST FOR MS. FREDALUNN

THIS AGENDA BILL IS DESTINED FOR: Agenda – February 14, 2023

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

STAFF RECOMMENDATION:

Staff recommends the City Council deny this appeal request.

BACKGROUND INFORMATION:

Ms. Freda Lunn is known and recognized by many people in the Harrisburg area as she is generally present on a daily basis at Riverfront Park. On December 8, 2022, an altercation between two females, one of which was Ms. Freda Lunn, occurred. The altercation was caught on video, which was provided to Sergeant Steven Frambes. The video will be shown during this meeting. Deputy Devin Smith served a disorderly conduct citation and trespass notice to both of the citizens involved. The criminal citation will be heard by Judge Blake at the Municipal Court Session on Wednesday, February 8, 2023. The citation and criminal charges are separate from this appeal process, which is administrative in nature.

Ms. Freda Lunn met with Staff on December 19, 2022, within five business days of the trespass notice delivery, and met the formal appeal requirements. City Council will find a copy of the appeal notice, appeal request, and notification of the appeal process in **Exhibit A**. The trespass information in the City's code is very succinct, and doesn't provide any procedures that the City is required to use in hearing an appeal. The actual code in relation to the appeal of a trespass is in HMC 9.55.200(2) below:

9.55.200 Trespass. Amended [Ord. 989](#)

Any police officer, City employee or designee may exclude any person who violates any provision of this chapter or any other applicable City ordinance, or any of the laws of the State of Oregon, from any or all City parks for a period not to exceed 120 days.

1. Written notice shall be given to any person excluded from any City park(s). Such notice shall specify the dates and places of exclusion. It will be signed by the issuing party; warning of consequences for failure to comply shall be prominently displayed on the notice.

2. A person receiving such notice may appeal to the City Council to have the written notice rescinded or the period shortened. An appeal must be filed with the City Hall within five days of receiving notice.

This section is in addition to and not in lieu of any other ordinance or law. Trespass is a Class C misdemeanor. [Ord. 679 § 20, 1995.]

For this issue, we must use the code in effect when the appeal notice was received, and therefore, the appeal process must be heard by the City Council; the new ordinance is effective on February 10, 2023. Because Ms. Lunn doesn't have contact information, the notice of appeal for this City Council meeting will be provided to her during Municipal Court. If she fails to appear for her Court hearing, this appeal will be postponed to a later date.

Linn County Deputies are not available for this meeting. Therefore, Staff does have a copy of the incident report to refer to if needed, in addition to the video. Staff did meet with Ms. Lunn on the date that she filed the appeal notice. When Ms. Lunn asked for Staff to rescind the trespass notice, Staff explained to her that regardless of what the fight was about, or who was responsible, citizens in our community (and/or their families) would not be willing to use a park in which people are fighting. Therefore, the City is justified in trespassing her from Riverfront Park for the full 120-day period as allowed by HMC 9.55.200 at that time.

Because this is an administrative action, the Council is acting as a property owner, deciding whether or not this person can return, and when. By showing the video, it will demonstrate that Ms. Lunn was violating a code provision, as highlighted in **HMC 9.55.180(1)(c) Park regulations**; below, and as further shown in **Exhibit B**, which shows that Oregon law states that fighting is considered disorderly conduct.

9.55.180 Rules and regulations.

The Mayor and Council declare these rules and regulations to be necessary in order to have clean, attractive, well-maintained City parks.

You should help to keep this City a pleasant, safe and desirable place to live. The Mayor and Council have established and will enforce the following rules and regulations:

1. General Rules.

a. The parks are open for public recreation, as designated.

b. No peddling, soliciting or commercial enterprise is permitted in the park without a permit.

c. Disorderly conduct, noisy disturbances or disregard of these rules and regulations will be grounds for your immediate removal from the park by the police, authorized City officials or its designees.

d. Park participants will be held responsible for the conduct of and any damage to the park or its equipment caused by their children.

e. Children under the age of eight shall not be left unattended in the parks.

f. No person shall consume or have in their possession any intoxicating beverage or narcotics while in or upon the property of the parks.

g. Air rifles, BB guns, bows and arrows or other guns and dangerous objects may not be used in parks in the City.

h. No swimming is allowed on park property because lifeguards and suitable designated swimming areas are not provided.

i. No overnight camping is allowed on park property without a permit.

- j. The Mayor, Council and their employees will not be responsible for accidents, injuries or loss of property by fire, theft, wind, flood or other natural acts which are beyond their control. Equipment furnished on the grounds is solely for your convenience and used at your own risk.*
- k. The Mayor, Council and their employees are not responsible for any personal injury to children or adults using playground equipment. Participants use the equipment at their own risk.*
- l. You should immediately notify the City Hall or the Police Department of hazardous conditions in the parks or conditions which are in violation of these rules and regulations.*

As a government body, the City is required to provide Ms. Lunn with minimal due process in order to appeal the administrative provision of excluding her from using Riverfront Park. During the public hearing on this matter, Ms. Lunn will have the opportunity to explain why she should not be excluded and/or if the exclusion should be for a shorter period of time. She will also be allowed to supply any witnesses, if there are any. Council will have the ability to ask questions during the staff report, as well as ask Ms. Lunn questions when her opportunity to speak is concluded.

Staff feels strongly that people who break the law, or in this case, are exhibiting disorderly conduct by fighting in the City Parks, should lose their privileges to use them. Staff recommends therefore that the City Council deny Ms. Lunn's request.

REVIEW AND APPROVAL:



02.07.23

Michele Eldridge Date
City Administrator

NO TRESPASS NOTICE

City of Harrisburg
PO Box 378
Harrisburg, OR 97446
541-995-6655
meldridge@ci.harrisburg.or.us

ATTN: Freda Fay Lunn

DATE: 12/13/2022

This is to formally notify you that you are ordered to leave and are trespassed from the entirety of the City of Harrisburg 's Riverfront park, including all of its facilities and public restrooms. If you return or remain, you will be subject to administrative and/or criminal prosecution. This warning is in effect for 120 days from date of issue. If you return within that period, you can be arrested and cited for criminal trespass , a Class C Misdemeanor.

If you wish to have this trespass withdrawn, you must file an appeal with the City of Harrisburg, at 120 Smith St. within 5 days. It will be reviewed and a decision communicated to you in writing.

Authorized by: City of Harrisburg / Linn County Sheriff's Office

Served by: Agency: Linn County Sheriff's Office

Name and Title: Deputy Devin Smith / LCSO

Date & Time Served:

12/13/2022 @ 1500

9.55.200 Trespass.

Any police officer, City employee or designee may exclude any person who violates any provision of this chapter or any other applicable City ordinance, or any of the laws of the State of Oregon, from any or all City parks for a period not to exceed 120 days.

1. Written notice shall be given to any person excluded from any City park(s). Such notice shall specify the dates and places of exclusion. It will be signed by the issuing party; warning of consequences for failure to comply shall be prominently displayed on the notice.

2. A person receiving such notice may appeal to the City Council to have the written notice rescinded or the period shortened. An appeal must be filed with the City Hall within five days of receiving notice.

This section is in addition to and not in lieu of any other ordinance or law. Trespass is a Class C misdemeanor. [Ord. 679 § 20, 1995.]

TO: JUDGE BLAKE
FROM: FREIDA LUNN

I RECEIVED A TRESPASS NOTICE FROM
THE CITY, AND WOULD LIKE TO HAVE IT
RESCINDED.

Freda Lunn
12-19-22

TRESPASS APPEAL REQUEST

City of Harrisburg
PO Box 378
Harrisburg, OR 97446
541-995-6655
meldridge@ci.harrisburg.or.us

ATTN: FRED A FAY LUNN

MEETING DATE: FEB 14, 2023

This is to formally notify you that in response to your appeal request, you are hereby scheduled to meet with the Harrisburg City Council.

- Meeting Date: February 14, 2023
- Meeting Location: Harrisburg Municipal Center, 354 Smith St.
- Meeting Time: 6:30pm

Your request is on the agenda following regular business. You must be present to appeal, or this will be scheduled to a different meeting in the future.

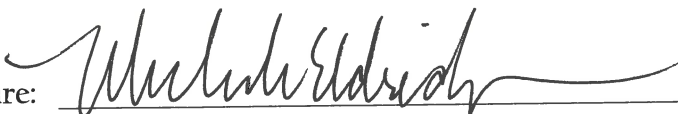
Trespass Date: December 13, 2022

Trespass Period Completion Date: 120 days; April 13, 2023

Trespassed Location: Riverfront Park, including all facilities and public restrooms.

You are hereby under notice that unless the Harrisburg City Council cancels the trespass notice, that if you return or remain in Riverfront Park, that you will be subject to administrative and/or criminal prosecution. Unless rescinded, this warning is in effect until the trespass completion date shown above. If you return within that period, you can be arrested and cited for criminal trespass, a Class C Misdemeanor.

Any decision made by the Harrisburg City Council will be final, and is not subject to further appeal.

Signature: 

Harrisburg City Administrator

Contact Information: 541-995-2200 *meldridge@ci.harrisburg.or.us*



KeyCite Yellow Flag - Negative Treatment

Unconstitutional or Preempted Prior Version Held Unconstitutional by State v. Ausmus, Or., Mar. 05, 2003



KeyCite Yellow Flag - Negative Treatment

Proposed Legislation

West's Oregon Revised Statutes Annotated

Title 16. Crimes and Punishments

Chapter 166. Offenses Against Public Order; Firearms and Other Weapons; Racketeering (Refs & Annos)

Riot, **Disorderly Conduct**, Harassment and Related Offenses

O.R.S. § 166.025

166.025. **Disorderly conduct** in the second degree

Currentness

(1) A person commits the crime of **disorderly conduct** in the second degree if, with intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof, the person:

- (a) Engages in fighting or in violent, tumultuous or threatening behavior;
 - (b) Makes unreasonable noise;
 - (c) Disturbs any lawful assembly of persons without lawful authority;
 - (d) Obstructs vehicular or pedestrian traffic on a public way;
 - (e) Initiates or circulates a report, knowing it to be false, concerning an alleged or impending fire, explosion, crime, catastrophe or other emergency; or
 - (f) Creates a hazardous or physically offensive condition by any act which the person is not licensed or privileged to do.
- (2)(a) **Disorderly conduct** in the second degree is a Class B misdemeanor.
- (b) Notwithstanding paragraph (a) of this subsection, **disorderly conduct** in the second degree is a Class A misdemeanor if the crime is committed within 200 feet of the real property on which the person knows a funeral service is being conducted.
- (3) As used in this section, “funeral service” means a burial or other memorial service for a deceased person.

Credits

Laws 1971, c. 743, § 220; Laws 1983, c. 546, § 5; Laws 2001, c. 104, § 55; Laws 2005, c. 631, § 1; Laws 2012, c. 35, § 1, eff. March 5, 2012.

O. R. S. § 166.025, OR ST § 166.025

Current through laws enacted in the 2022 Regular Session of the 81st Legislative Assembly, which convened February 1, 2022 and adjourned sine die March 4, 2022, pending classification of undesignated material and text revision by the Oregon Reviser. See ORS 173.160. Coverage also includes 2022 Ballot Measures 111-114, decided by the voters at the November 8, 2022 general election. Some statute sections may be more current, see credits for details.

End of Document

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Agenda Bill

Harrisburg City Council

Harrisburg, Oregon

THE MATTER OF DECLARING A PUBLIC WORKS VEHICLE AS SURPLUS PROPERTY

STAFF REPORT:

Exhibit A: City Surplus Declaration

ACTION: MOTION TO HAVE STAFF FOLLOW THE PROCESS AS SPECIFIED IN HMC 3.10.070 AND TO DECLARE THE CITY'S 2004 GMC YUKON TO BE SURPLUS PERSONAL PROPERTY

THIS AGENDA BILL IS DESTINED FOR: Agenda – February 14, 2023

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
None for Publish Revenue of \$7,000	NO	Water/Sewer Miscellaneous Revenue

STAFF RECOMMENDATION:

Staff recommends the City Council authorize the process as shown in HMC 3.10.070, and to declare the 2004 GMC Yukon to be surplus personal property.

BACKGROUND INFORMATION:

The Public Works Director has replaced the 2004 GMC Yukon with a new vehicle, which will be shown to the City Council this evening. Because the vehicle is Personal Property, and has a value greater than \$300, it must be advertised for sale. Staff have determined that it should be sold via a public auction.

The 2004 GMC Yukon is valued at \$6,987, therefore the minimum bid shall be \$7,000. Staff proposes that this sale be advertised in the future City Newsletter at the end of February, as well as on the City's website. As noted in the memo shown in Exhibit A, this vehicle is required to be sold as is without any warranty, either express or implied.

Because the vehicle has a value greater than \$300, the City Council must declare it formally as surplus. The motion is located above.

3.10.070 Disposition of personal property.

1. The City Administrator shall have the authority to determine when personal property owned by the City with an expected market value of less than \$1,000 is surplus.

2. The City Council shall determine when all other property is to be considered surplus.

3. When property is determined to be surplus, the City Administrator shall select the method of disposal which maximizes the value the City will realize from disposal of the surplus property. Surplus personal property shall be disposed of as follows:

a. If valued at less than \$300.00 by the City Administrator or Purchasing Agent, donated to a public or nonprofit service agency serving the Harrisburg area or sold to the first qualified buyer meeting the sale terms;

b. If valued at \$300.00 or more by the City Administrator or Purchasing Agent, any such item can be donated by the City Council to a public or nonprofit agency serving the Harrisburg area, or sold to the highest qualified buyer meeting the sale terms and after the sale has been advertised at least once in a City newsletter of general circulation or in a newspaper of general circulation in the Harrisburg area not less than one week prior to the sale;

c. Traded in on the purchase of replacement equipment or supplies;

d. Sold at public auction advertised at least once in a City newsletter of general circulation or in a newspaper of general circulation in the Harrisburg area not less than one week prior to the auction, or sold in an online Internet auction. The published notice shall specify the time, place and terms upon which the property shall be offered and a general description of the property to be sold;

e. Sold at a fixed price retail sale if doing so will result in substantially greater net revenue to the City; or

f. Contracted for use, operation or maintenance by one or more private or public entities. Prior to approval of such a contract, the City Administrator shall determine that the contract will promote the economic development of the City.

4. All personal property sold pursuant to this section shall be sold as-is without any warranty, either express or implied, of any kind. [Ord. 824 § 7, 2005.]

REVIEW AND APPROVAL:



02.07.23

Michele Eldridge Date
City Administrator

MEMORANDUM

To: Chuck Scholz, PW Director

From: Michele Eldridge, City Administrator – Harrisburg

Date: February 6, 2023

Re: Public Works Equipment to be Declared Surplus

The Public Works Department possesses one motor vehicle that they would like to have declared as surplus. The vehicle has fulfilled its useful life with the City and has already been replaced in this fiscal year. The vehicle is described as

- 1) 2004 GMC Yukon
 - 95,000 Miles – No known defects
 - The estimated value of this item is \$6,987

As this Personal Property owned by the City has a value greater than \$300, it must be advertised for sale, prior to disposal. The Public Works Director has requested that this item be sold via a public auction. Prior to the sale of these items, the following terms must be satisfied:

- 1) The vehicle must be advertised for sale in either a city newsletter or newspaper publication at least one week prior to the sale.
- 2) The minimum sale price for the 2004 GMC Yukon is \$7,000
- 3) This vehicle shall be sold as is without any warranty, either express or implied.

Michele Eldridge
City Administrator

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

**THE MATTER OF REVIEWING THE LOC LOBBYING 101 WEBINAR
STAFF REPORT:**

Exhibit A: LOC Handout

ACTION: NO ACTION NEEDED

THIS AGENDA BILL IS DESTINED FOR: Agenda – February 14, 2023

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

STAFF RECOMMENDATION:

Staff recommends Council view the Lobbying 101 webinar.

BACKGROUND INFORMATION:

Staff and the Harrisburg City Council are continuing to utilize some of the resources that are available to us. Part of ensuring that our community's needs are being met, is by establishing a relationship and regularly communicating with our legislative leaders. In this case, our local state legislators are Senator Cedric Hayden, for Senate District 6, and Representative Jami Cate, for House District 11. Council might remember that Senator Hayden attended one of our Council meetings almost exactly a year ago. (He plans on dropping by again in the future, since he drives through on the way home from Salem every day.)

Council President Mike Caughey, Councilor Charlotte Thomas, and I attended the City Day at the Capitol event held on January 25, 2023. It was a full day, with speeches from legislative leaders from both sides, as well as our Governor, and Speaker of the House, etc. In addition, we met in person with Senator Hayden. (We had met via Zoom with Representative Cate the Friday before.) We were able to provide Senator Hayden (and Jami Cate) with information in relation to Harrisburg's biggest priorities. The Water Bond Funding Gap was the top priority, followed by the 4th St./Rail Improvement Project, the 1st Phase of the Eagle Park project, and asking for assistance in relation to

burdensome state regulatory oversight. Staff later provided actual capitol requests to both of our legislators.

It's important for us to establish relationships with our legislators, and I think we are off to a great start. In addition, Staff has been engaging with a lobbyist, with other city's that joined us in requesting better services for small cities from the LOC. We hope to soon get more information from Sean Tate, from Tate Public Affairs. We hope to provide more training, and information that will help Harrisburg in keeping our community values and commitments to our citizens in full view of our state legislative leaders. Staff would like to encourage our City Council to contact our legislators at any time and suggests that we might put together our own legislative advocacy team in the future. As a reminder though; if you do contact your legislators, please make sure that you let them know if you are acting on your own, or acting on behalf of the entire City Council. Any representation of yourself as the entire Council should be supported by Council motion. (Note: Hyperlinks were disabled below due to interaction with the meetings software).



Senate District 6 - Senator Cedric Hayden

Party: Republican

Phone: 503-986-1706

Address: 900 Court St. NE, S-315, Salem, Oregon 97301

Email: Sen.CedricHayden@oregonlegislature.gov

Website: <https://www.oregonlegislature.gov/hayden>



House District 11 - Representative Jami Cate

Party: Republican

Phone: 503-986-1411

Address: 900 Court St. NE, H-381, Salem OR 97301

Email: Rep.JamiCate@oregonlegislature.gov

Website: <https://www.oregonlegislature.gov/cate>

Congressional District 5 - Lori Chavez-Deremer

Party: Republican

Phone: (202) 225-5711

Address: 1722 Longworth House Office Building Washington, DC 20515

Email: No Email

Website: <https://chavez-deremer.house.gov>

(Subscribe to the Newsletter and contact through the website in order to email the Congresswoman).

REVIEW AND APPROVAL:



02.07.23

Michele Eldridge Date
City Administrator



Building Relationships with State Legislative and Congressional Offices

By Nolan Pleše, LOC Lobbyist

At the recent LOC Annual Conference in Bend, one of the breakout sessions provided the “Do’s and Don’ts” of building relationships with state legislative and U.S. congressional offices. Here are three key takeaways.

The first, and probably most important thing to remember: respect. Specifically, this means respect for the staff and interns just as much, or more, as respect for the legislator or congressional member. These folks are the key to success in any office and getting any asks completed. Burning a bridge with staff will make it significantly more difficult to communicate and receive key support in a timely manner.

Second, make sure you reach out early and often to both staff and legislator. Mid-session is too late. Start to build those relationships as soon as possible with both staff and members. They will be more responsive to your emails or calls when they know who you are. Coffee or lunch anyone?

Lastly, know what you need to ask for regardless of political affiliations. Your party does not matter as much as your community. State legislators and congressional members want to support their communities. Ignoring communities that may have opposing political beliefs is not a good strategy for them. There are policies you all will not agree on, but there are areas where you will. Do not let politics or ideology get in the way of reaching out to ask for your community’s needs. Staff and members do not prioritize party affiliation over helping a constituent or a constituent community.

If this all seems like common sense, it should. All of us expect the same, as does our business community and community members. In the end, it is about respect and taking the time to get to know one another. Because at the end of the day, it will pay off for you and your community. ■



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Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

5.

THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT:

Exhibit A: City Council Minutes from December 13, 2022
and January 10, 2023

Exhibit B: Payment Approval Report for January 2023

Exhibit C: Library Board Minutes from January 3, 2023

Exhibit D: Municipal Court Collection Report January 2023

Exhibit E: Municipal Court Citation Report January 2023

ACTION: MOTION TO APPROVE THE CONSENT LIST

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

- 1. The Minutes from the December 13, 2022 and the January 10, 2023 City Council Meeting**
 - 2. The Payment Approval Report for December 2022**
-

THIS AGENDA BILL IS DESTINED FOR: Consent Agenda –February 14, 2023

STAFF RECOMMENDATION:

Staff recommends the City Council approve the consent list.

Building Permits:

January 2023:	Submitted: 22
	Issued: 18
New Homes:	0

Residential Valuation: \$82,457.00 (Solar)

Commercial Valuation: \$0.00 (Permit has not been issued for LaSalle Crossing yet.)

2023 YTD Valuation: \$82,457.00

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.

Business Licenses Issued:

- **That Place in the Country:** A Retail Sewing and Quilting Supplies Shop located at 170 S 3rd Street. Owner is Sharon Rogers.
- **McClure RV Repair:** Mobile RV Repair located at 585 LaSalle St. (No work will be permitted at the residence.) Owner is James McClure.

Harrisburg Municipal Court:

- Collection Report (**EXHIBIT D**) for the month of January 2023 is \$6104.00.
- There were 40 citations issued in the month of January 2023 for a total of 54 offenses (**EXHIBIT E**). The criminal citations included five defendants charged with Fail to Appear and one defendant charged with five criminal offenses including Disorderly Conduct II; Reckless Driving; Criminal Mischief II; Reckless Endangering and Stalking. These defendants and more are scheduled to appear on February 8, 2023.

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

Harrisburg and HRA Budget Committee Chairperson: Ruby Bennett

The Harrisburg and HRA Budget Committee did not meet in the month of January.

Next Scheduled Meeting: TBD

Library Board: Chairperson: Katherine Hansen

The Library Board last meet on January 3, 2023. Those minutes are included.

Next Scheduled Meeting: March 7, 2023

Personnel Committee: Chairperson; Kimberly Downey

The Personnel Committee did not meet in the month of January.

Next Scheduled Meeting: February 7, 2023

Planning Commission: Chairperson; Todd Culver

The Planning Commission last meet on January 17, 2023. Those minutes are not yet available.

Next Scheduled Meeting: February 21, 2023

REVIEW AND APPROVAL:

Lori Ross

02/07/2023

Lori Ross

Date

City Recorder



City Council Business Meeting Minutes December 13, 2022

Mayor: Robert Duncan, Presiding
 Council President: Mike Caughey, Present
 Councilors: Kimberly Downey, Adam Keaton, and Randy Klemm (by phone)
 Councilors Absent: Robert Boese and Charlotte Thomas
 Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Officer/Deputy City Recorder Cathy Nelson and City Recorder/Municipal Court Clerk Lori Ross
 Location: Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:35pm

CONCERNED CITIZEN(S) IN THE AUDIENCE. All in attendance were there for items on the agenda.

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

STAFF REPORT: Deputy Alex Wilson presented the stats for November and December 2022. He introduced himself to Council stating he has been with LCSO for two years and has been assigned to Harrisburg since April. He commented that he has been working at the school district and enjoys the interaction with the students.

- Downey asked about the issue porch pirates and if it was related to the recent farm thefts. Deputy Wilson responded he doesn't want to speculate, but it's possible.
- Scholz informed Deputy Wilson that Public Works is very familiar with vehicles parked around town and if they are ever looking for one, to contact him and they would be happy to assist.
- Resident Gordon Moritz asked about mail theft. Deputy Wilson responded that currently there is an issue with mail theft and unfortunately checks that originated in Harrisburg are being cashed in different states.

December 13, 2022

THE MATTER OF APPROVING RESOLUTION NO. 1272 IN ORDER TO ACCEPT THE CANVASS OF ELECTION VOTES FROM THE NOVEMBER 8, 2022, GENERAL ELECTION
STAFF REPORT: Ross congratulated the newly elected officials. No other discussion.

- Caughey motioned to approve Resolution No. 1272, "A RESOLUTION ACCEPTING THE CANVASS OF ELECTION VOTES FROM THE NOVEMBER 8, 2022, GENERAL ELECTION FOR HARRISBURG CITY COUNCIL POSITIONS (MAYOR AND 3 COUNCIL POSITIONS) AND HARRISBURG MEASURE 22-192 PROHIBITS ESTABLISHMENT OF PSILOCYBIN MANUFACTURING AND SERVICE CENTERS IN HARRISBURG" and was seconded by Downey. The motioned passed unanimously by a vote of 4-0. (Yes: Caughey, Downey, Keaton, and Klemm.)

THE MATTER OF A PROPOSAL TO MODIFY THE CURRENT SOLID WASTE FRANCHISE RATE FOR REPUBLIC SERVICES, TO REFLECT A 9% INCREASE TO CURRENT RATES, BASED ON THE RATE REFUSE INDEX

STAFF REPORT: Eldridge introduced Ken Larson with Republic Services and explained the reason for this appearance and commented this is the highest rate increase since 2017. She referred to page 83 of the agenda that shows rate comparisons. She noted that the City Council can set another fee schedule if they choose.

- Eldridge asked about Republic Services providing a dumpster for all citizens for excess garbage or junk on clean-up day. Larson suggested having a targeted venue, so not everyone is needing the service at the same time.
- Downey asked about large items and how residents go about contacting Republic Services for assistance. Larson referred to **Addendum 1** which shows recycling guidelines and contact information for larger items. He noted a fee is associated.
- Larson stated that even though the Refuse Rate Index (RRI) suggested a 13.4% increase, they are requesting 9%, which averages about \$2.46 per resident and stated the increase is due to the rising fuel, labor and operation costs like the printing costs associated with the materials distributed to customers as required by the DEQ.
- Downey commented that the cost of fuel is going down, but she does understand labor cost. She doesn't like the 9% increase and wants to meet halfway. Larson replied that Republic Services feel this is a fair price as they have recycling cost also.
- Resident, Gordon Moritz asked if they only service Linn County and Larson replied they have most of Linn County and Benton County.
- Klemm referred to the rate comparison chart on page 85 and wanted clarification of the rate increases indicated as it appears the only increase is \$4.00 for the 32-gallon container. Larson noted there is some confusion with the chart. Klemm and Caughey remarked that the numbers are inconsistent, and they don't want to vote until they have clarification. Mayor Duncan also commented that he would like more clarity before voting. Eldridge requested both industrial and commercial rates to be included in the new information.
- Larson briefly spoke of the Plastic Recycling Act which will help with the confusion of what's recyclable. He noted the changes won't be seen until 2025 but you can track the status on the DEQ website.

December 13, 2022

- Downey **motioned to table until the next meeting, held on January 10th, 2023, and was seconded by** Caughey. **The motion passed by a vote of 4-0.** (Yes: Caughey, Downey, Keaton and Klemm.)

THE MATTER OF APPOINTING TODD CULVER AND KURT KAYNER TO THE PLANNING COMMISSION FOR A TERM ENDING DECEMBER 31, 2026

STAFF REPORT: Mayor Duncan commented that he was happy to see Todd Culver apply once again for the Planning Commission and that Culver loves Harrisburg.

- Downey **motioned to appoint Todd Culver and Kurt Kayner to the Planning Commission for terms ending December 31, 2026 and was seconded by** Keaton. **The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Keaton and Klemm.)

THE MATTER OF APPROVING THE 1ST QUARTER 2022/2023 EXPENSE REPORT

STAFF REPORT: Nelson stated this is the 1st Quarter Budget for July through September. She noted that only 2% of property taxes have been collected which is normal as most are received in November.

- Keaton **motioned to approve the 1st Quarter 2022/2023 Expense Report and was seconded by** Caughey. **The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Keaton, and Klemm.)

THE MATTER OF A DISCUSSION IN RELATION TO THE OREGON MAYORS ASSOCIATION (OMA) TASKFORCE ON HOMELESSNESS

STAFF REPORT: Eldridge explained the two proposals going to the legislature in 2023 and stated that she thought this might be a useful program for abatement clean up and perhaps some assistance for God's Storehouse. She also thought this might assist with cleanup of Eagle Park as the City would need to rent a dumpster and pay staff to work on the weekend. She informed Council that it would cost about \$625 per day for LCSO to have a work crew clean up Eagle Park. She noted there were some drawbacks as indicated in the staff report. She referred to Exhibit A, on page 20 which indicates the types of services offered.

- Downey commented that she gets nervous getting involved with other organizations, she wants to help but doesn't want to change our community. Downey asked if we don't take the funds, will it go to another community and Eldridge replied yes.
- Keaton stated he is concerned about taking free money as it typically doesn't stay free.
- Klemm asked about the funds for cleaning up Eagle Park and Eldridge indicated that we don't have a designated fund, but we could transfer from another fund like parks or miscellaneous.
- The consensus from City Council was to not get involved yet.

THE MATTER OF UPDATING THE NATURAL HAZARD MITIGATION PLAN (NHMP)

STAFF REPORT: Eldridge informed Council that she is getting mixed information from the Department of Land Conservation and Development (DLCD) on whether we need to have an Intergovernmental Agreement (IGA) or a Memorandum of Understanding (MOU) for the Hazard Mitigation Plan. Our current Addendum expires, May 23rd of this year and she thinks it's important to have one. This will likely be brought back to a future meeting.

December 13, 2022

THE MATTER OF APPROVING THE CONSENT LIST: No comments or concerns.

- Downey **motioned to approve the consent list and was seconded by** Caughey. **The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Keaton and Klemm.)

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

- **City Council Minutes for August 23, October 11, October 25, and November 8, 2022.**
- **The Payment Approval Report for November 2022**

OTHERS:

- Eldridge informed Council she submitted the TMDL matrix for mercury today. She also informed Pricilla Woolverton it would be helpful if the DEQ would have provided a person to assist cities with completing it. Scholz and Downey voiced their frustration with this process and dealing with Woolverton. Keaton asked whether the state was providing any funding for doing this since it is a requirement and was told no by Scholz. Mayor Duncan asked if anyone has contacted a representative and Eldridge stated she has contacted the LOC. Keaton suggested reaching out to Jamie Cate.
- Eldridge informed Council that Butterfly Gardens, on N 7th St, is almost ready to begin building. Shadowood is dealing with a new engineer and wetlands still. Redwood Apartments, off S 6th St, is getting closer to filing the plat. Don Hickman, on Sommerville Lp, has submitted a minor partition to create three single residential parcels.
- Eldridge asked Council to please review the current Strategic Plan for a future meeting.
- Eldridge informed Council that we are reviewing the MOU with Junction City as Building Permit Inspector Russ Young, will be working remotely two days a week as he will be moving to Idaho. He will be available in person Tuesdays through Thursdays.
- Eldridge informed Council that former employee Grace Coffey's memorial service was Sunday. Mayor Duncan and Eldridge acknowledged their appreciation for her.
- Eldridge referred to **Addendum 2** regarding registration for City Day at the Capital and asked that anyone interested in attending to please contact her by January 19th.
- Eldridge informed Council that she and Caughey met with the LOC Director on Monday, and she felt the Director listened to their concerns about more advocacy and having a dedicated person of their legislative staff for small cities.
- Eldridge informed Council she will be leaving for vacation and will be back on the 30th of December.
- Eldridge informed Council that the reader board is now working.
- Downey reminded everyone that the City Administrator's review is coming up. Ross stated the review will be going out to everyone in January and the meeting is set for February 7th. It was recommended by Scholz and Ross to remove the itemized staff from the review and list only Council; Planning and Staff as choice for who submitted the review.

The City Council Work Session recessed at the hour of 8:00pm for the HRA Board Meeting.

The HRA Board Meeting adjourned at the hour of 8:39pm, and City Council resumed at the hour of 8:39pm.

December 13, 2022

THE MATTER OF A DISCUSSION IN RELATION TO THE BNSF FRANCHISE AGREEMENT EXTENSION IN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(H), and APPROVING ORDINANCE NO. 988, "AN ORDINANCE AMENDING ORDINANCE NO. 798, AND EXTENDING THE LENGTH OF THE FRANCHISE UNTIL _____, 2023".

The Mayor declared an Executive Session as per ORS 192.660 (1)(2)(H) at the hour of 8:39pm.

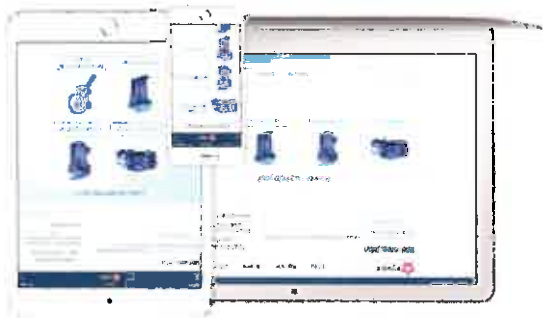
The City Council exited the Executive Session at the hour of 8:54pm and returned to the City Council Work Session.

- Keaton motioned to approve Ordinance No. 988, "AN ORDINANCE AMENDING ORDINANCE NO. 798, AND EXTENDING THE LENGTH OF THE FRANCHISE UNTIL JUNE 30, 2023" and was seconded by Downey. The motion passed unanimously by a vote of 4-0. (Yes: Caughey, Downey, Keaton, and Klemm.)

With no further discussion, the City Council Work Session adjourned at the hour of 8:57pm.

Mayor

City Recorder



- ✓ Pay your bill
- ✓ Schedule a pickup
- ✓ Report a missed pickup
- ✓ Rate your service
- ✓ Repair a cart
- ✓ Find new products

Simple account access. Anytime. Anywhere.

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Visit RepublicServices.com/Account to access your account or download the app.



2022 Calendar **Carts must be set out by 6 a.m.**

Set carts out with handles toward the house; do not block cars, bike lanes, mailboxes, sidewalks or driveways; remove carts as soon as possible after collection.

NOTE: DRIVERS WORK ON ALL HOLIDAYS. There will be no delays in collection for any holiday. Please put containers out the night before, as the drivers might come by earlier than usual.

RECYCLING & TRASH WASTE - Recycling and trash waste is picked up weekly.

YARD WASTE - During BLUE weeks, place yard waste cart curbside.

GLASS - During RED weeks, place glass recycling bin curbside.

HOUSEHOLD HAZARDOUS WASTE EVENTS - 1214 SE Montgomery Street, Albany, OR 97322
In Albany on October 14-15.

SPRING RECYCLING EVENT - June 25.

CHRISTMAS TREE PICKUP - After Christmas, for 2 weeks, bare holiday trees will be picked up curbside on your regular collection day. See calendar for dates. No flocking, ornaments or lights.

CHRISTMAS LIGHT COLLECTION (IF ANY) - 1214 SE Montgomery Street, Albany, OR 97322
Monday, November 21, 2022 through Monday, January 2, 2023. Drop off lights at the Republic Services office.

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Customer Service Office
1214 SE Montgomery St.
Albany, OR 97322

Hours: Monday - Friday, 8 a.m. - 5 p.m.
(beginning January 4, 2022)

Phone: 541.995.6414

The customer service office is closed on all major holidays.

Go to RepublicServices.com/municipality/albany-or for additional information, or to view the Spanish version of this brochure. *Printed on recycled paper*

Harrisburg Collection Calendar Enclosed

Extra Garbage: Place securely tied plastic bags labeled "garbage" (max. 60 lb. weight limit) next to the container or 32-gallon lidded can with handles. Extra fees will apply for additional units and for primary cans without closed lids.

Payments: Pay your bill online at RepublicServices.com/municipality/albany-or, by phone by calling 541.995.6414, or mail to the address listed on your invoice: Republic Services, P.O. Box 78829, Phoenix, AZ 85062.

Missed Collection: Report a missed collection through the **Republic Services** app, or by calling 541.995.6414 within 24 hours.

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Linn County Reuse Opportunities

Tools/Building Materials



Donate at Habitat for Humanity ReStore.

Books



Take new or gently used books to the public library.

Sports Equipment



Donate to Goodwill or St. Vincent de Paul (or to Play it Again Sports in Corvallis).

Clothing and Furniture



Donate to Fish of Albany, Goodwill, St. Vincent de Paul or Teen Challenge.

Household Items



Donate to Goodwill, St. Vincent de Paul or Teen Challenge.

Food



Take unopened and nonperishable food to Fish of Albany or contact the Linn Benton Food Share Program.

Special Item Recycling & Collection

Foam Blocks/ Peanuts



Check for recycling opportunities with the First Alternative Co-op (fee applies). For packing peanuts, check with local shipping stores.

Construction Materials



Simplify your work with a roll-off dumpster. Call 541.995.6414 for pricing.

Bulk Items



Mattresses, furniture & appliances. To schedule a pickup and to get pricing, call 541.928.2551.

Motor Oil



Customers may recycle motor oil in 1-gallon containers at the Recycle Depot located at 1439 SE Industrial Way in Albany or in tightly sealed containers at the curb.

Metal Appliances



Fee for special pickup. Call 541.995.6414.

Electronics



Customers may recycle TVs, computers, laptops, monitors, printers, cell phones & household electronics at Source Recycling at 840 SW 30th Ave in Albany.

Recycling

Empty, Clean, Dry.

Paper



Newspaper, inserts, magazines, catalogs and phone books



Advertising mail, envelopes, mixed paper



Paperback books (donate to Goodwill or local senior center)



Non-foil wrapping paper



Corrugated cardboard (3'x3' or smaller, flattened)



Cereal and dry food boxes (remove liners)

Plastic



#5 plastic tubs (no lids)



Plastic bottles (no lids)



Plastic jugs



Pill bottles (non-prescription tubes)

Glass (collected every other week in blue bin where available)



Bottles and jars (empty and rinse; labels OK)

Metal



Empty, clean and dry aluminum, aluminum tins and metal cans

CART SIZE: 64-gallon

How to prepare your recyclables:

- All containers, bottles, cans and jars should be empty, clean and dry
- All recycling should go into the recycling cart
- No food waste, liquid or plastic bags
- Do **NOT** bag or box recyclables; leave loose
- All recyclables should fit in your recycling cart with the lid closed (if you have large cardboard, bring it to our Recycle Depot)



Yard Waste

Yard Waste Guidelines



Grass clippings



Weeds



Leaves



Branches (no larger than 6" in diameter)



Yard clippings



House plants



Roots



Clean, untreated wood (no larger than 3")

NO:



Remember: If you don't want it in your garden, don't put it in your cart.

- Animal carcasses
- Animal waste
- Compostable serveware
- Diapers of any kind
- Dirt/grease/oil
- Liquid
- No plastic bags or plastics of any kind
- Tissues
- Treated wood

CART SIZE: 90-gallon

Holiday Tree Collection

After Christmas, for 2 weeks, bare holiday trees will be picked up curbside on your regular collection day. See calendar for dates.



Please follow these guidelines in preparing your tree for recycling:

- No flocked trees
- No lights
- No ornaments or tinsel
- Trees should be no larger than 6" in diameter



Waste/Trash

These items are trash and should never go in the recycling or yard waste carts.

Paper



Food-soiled, frozen food boxes and wax and plastic coated cardboard



Dirty paper, shredded paper, facial tissue and disposable diapers



Ribbons and foil wrapping paper



Hardback books (recycle pages). Donate to local senior center

Plastic



Plastic hangers



Empty motor oil and antifreeze containers



Candy wrappers and chip bags



Diapers



Caps and lids



Empty prescription vials



Plastic plates and utensils



Polystyrene foam bakery and meat trays, take-out containers, clamshells, coffee/to-go cups

Non-recyclable Glass



Mirrors, window glass, ceramic dishes, incandescent and halogen bulbs (no fluorescent tubes/bulbs), canning jars, Pyrex®

Non-recyclable Metal



Oil containers, dried-out paint containers, aerosol spray cans



Caps, rings and lids



Metal hangers* and sharp or greasy metal

***Tip: Donate hangers to a local charity or return them to your dry cleaner to be used again**

Miscellaneous



Vacuum cleaner bags



Cigarette butts and ashes (put in bag and tie shut)



CDs and CD cases



Double-bagged pet waste and litter

Do not place in the waste/trash cart:

- Recyclables
- Reusables
- Hazardous waste

Weight Limits:

20 gallons.....	30 lbs.
32 gallons.....	60 lbs.
65 gallons.....	120 lbs.
90 gallons.....	180 lbs.



Hazardous Waste

Do not dispose in recycling, yard waste or waste/trash carts.

What Can I Recycle at the Household Waste Events?

YES

- Household paint
- Motor oil/car fluids
- Batteries
- Solvents
- Pesticides
- Herbicides
- Fluorescent tubes
- Computers
- Televisions
- Anything marked poison, danger, caution or corrosive

NO

- Business waste
- Ammunition, fireworks or explosives
- Fluoric acid
- Rusty ether containers
- Radioactive materials (including smoke alarms)
- Biological waste
- Sharps

Drug Takeback

Do you have old, unused, unwanted or expired medications? Don't flush them down the toilet. Dispose of them with **no questions asked at:**

The Albany Police Department
2600 Pacific Blvd. SW, Albany, OR 97321 | 541.917.7680
Monday – Friday, 8 a.m. – 5 p.m.

- No needles, sharps, injectables, Epi-Pens or intravenous solutions.
- No medical waste or chemotherapy medications.
- No illegal drugs like cocaine, methamphetamine, etc.
- Be sure to mark out your name or any other identifiable information.

Sharps

All syringes must be disposed of in approved containers. Please contact your local pharmacy for details or go to RepublicServices.com/residents/sharps-and-needle-disposal. Sharps are never allowed in your recycling cart.



Electronics



Televisions



Computers, laptops and monitors



Cell phones



Printers, fax machines and household electronics

E-waste can also be recycled at most thrift stores.



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> LOC Training Calendar (<https://www.orcities.org/education/training/loc-training-calendar/>) > **City Day at the Capitol**

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City Day at the Capitol



**Register Here ([https://imis.orcities.org](https://imis.orcities.org/LOC/LOC)
/LOC/LOC**

/Event_Display.aspx?EventKey=CITYDAY22)

Event information will be emailed to registered attendees at the email address used for registration.

/loc-
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The LOC invites *current* elected and appointed city officials to join mayors, city councilors, and city staff members for our City Day at the Capitol on January 25, 2023 starting at 9 a.m. in Salem. This event is your chance to stand with other city officials from around Oregon in support of legislative actions that will return greater local authority over local decisions. It is also the time to let legislators know how actions they take could impact our communities and the difficult decisions we make. By coming together, our collective voices will make a difference to advance our legislative agenda.

Highlights of City Day at the Capitol will include presentations from the LOC's government relations team on legislative priorities, and briefings from Oregon's new governor and legislative leadership about their priorities for the 2023 session. You will also have time for individual visits with your legislators, afternoon seminars and a legislative reception with legislators and staff. We expect nearly 200 people to attend.

The most important part of the day will be your individual visits with legislators. The LOC will provide transportation to the Capitol. You are encouraged to schedule your visits with your state Senators and Representatives during the afternoon (1 p.m. - 4:15 p.m.). More information on scheduling visits will be provided with your registration confirmation.

The Legislative Reception will be held that evening from 4:30 p.m. - 7 p.m. at the Salem Convention Center.

Registration for City Day at the Capitol is due by 5 p.m. on Thursday, January 19.

Preliminary Agenda

8:15 a.m. Registration and Continental Breakfast Begins

9 a.m. - 1 p.m. - GENERAL SESSION

Invited Speakers:

- Oregon Governor Tina Kotek
- Senate President
- Senate Republican Leader
- Speaker of the House
- House Republican Leader

1. Welcome from LOC Board President and OMA President
2. Messages from LOC Executive and Legislative Directors
3. Legislative Landscape
4. Capitol Construction Process
5. Working with Legislative Staff - Paperless Offices

6. LOC Legislative Priorities

12 p.m. – 5 p.m. - *AFTERNOON ACTIVITIES*

- Boxed lunches available at Salem Convention Center
- Shuttle bus to Capitol for scheduled legislative visits and Local Government Center leaves every 15 minutes.
- Workshops at Local Government Center
- Meeting space available at Local Government Center
- State agency tables at Salem Convention Center

4:30 p.m. – 7 p.m. - *RECEPTION*

- Legislative Reception

Register Here (https://imis.orcities.org/LOC/LOC/Event_Display.aspx?EventKey=CITYDAY22)

Hotel Information

The Grand Hotel- adjacent to Convention Center

201 Liberty St Ave SE Salem, OR 97301

Each guest must make their own reservations by calling (503) 540-7800. They must identify themselves as members of the League of Oregon Cities. All reservations must be guaranteed and accompanied by a first night room deposit or guaranteed with a major credit card.

Room rates - \$159/night plus taxes and fees.

Satellite Hotel Information

Hampton Inn & Suites

510 Hawthorne Ave SE Salem, OR 97301

Each guest must make their own reservations by calling (503) 362-1300 or using this booking link (file:///C:/Users/mdablow/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/D2T9LU2Q/Booking%20Link:%20https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=SLEORHX&groupCode=CHHLOC&arrivaldate=2023-01-24&departuredate=2023-01-26&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT) by 01/10/2023. They must identify themselves as members of the League of Oregon Cities, City Day. All reservations must be guaranteed and accompanied by a first night room deposit or guaranteed with a major credit card.

Room rates - \$139/night plus taxes and fees.

Best Western Plus Mill Creek Inn

3125 Ryan Dr SE Salem, OR 97301

Each individual must make their own reservations by calling (503) 585-3332 by 12/23/2022. They must identify themselves as members of the League of Oregon Cities, City Day. All reservations must be guaranteed and accompanied by a first night room deposit or guaranteed with a major credit card.

Room rates - \$98/night plus taxes and fees.

Both satellite hotels are about 3 miles from the Salem Convention Center. Parking is available both at Salem Convention Center and their overflow Pringle parking lot.

Available Sessions

Title
2023 City Day at the Capitol
Location Salem Convention Center 200 Commercial St SE Salem OR 97301
Date 01/25/23
Time 8:00 AM - 7:00 PM
Cost
LGMC
Actions Register >

view the LOC Training Calendar >

Webinars Available
Anytime

Watch recorded webinars hosted by the LOC on topics including the American Rescue Plan, broadband, social media,



City Council Business Meeting Minutes January 10, 2023

Mayor: Robert Duncan, Presiding
 Council President: Mike Caughey, Present
 Councilors Present: Kim Downey, Adam Keaton, Randy Klemm and Charlotte Thomas
 Councilors Absent: Robert Boese
 Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Officer/ Deputy City Recorder Cathy Nelson and City Recorder/ Municipal Court Clerk Lori Ross
 Location: Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Mayor Robert Duncan at the hour of 6:33pm

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

THE MATTER OF ADMINISTERING OATHS OF OFFICE AND APPOINTING A COUNCIL PRESIDENT

STAFF REPORT: The City Recorder Lori Ross, administered the Oaths of Office to City Council Members Kim Downey; Adam Keaton and Charlotte Thomas for a term ending December 31, 2026 and the Oath of Office to Mayor Robert Duncan for a term ending December 31, 2024. Copies of the signed Oath of Office forms are available in the City Records' Office.

The City Council then voted in an open ballot and selected Councilor Mike Caughey to serve once again as Council President for the next two years by a vote of 4-1. Councilor Adam Keaton received one vote. Ballots with detail of which Councilor's voted for whom are available in the City Records' Office.

January 10, 2023

THE MATTER OF UPDATING THE APPEAL PROCESS FOR TRESPASSING VIOLATIONS BY APPROVING ORDINANCE NO. 989, "AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE 9.55.200"

STAFF REPORT: Eldridge explained the proposed change to HMC 9.55.200 which will allow Harrisburg Municipal Court to handle any trespassing appeals, which is a Class C Misdemeanor, instead of City Council. The change will go into effect February 10, 2023. Eldridge informed Council of two individuals who were recently trespassed and were also charged with Harassment. One of the defendants did appeal the notice. Both are scheduled to appear at court in February.

- **Caughey motioned to approve Ordinance No. 989, "AN ORDINANCE AMENDING HARRISBURG MUNICIPAL CODE 9.55.200" and was seconded by Downey. The motion passed by a vote of 5-0. (Yes: Caughey, Downey, Keaton, Klemm, and Thomas. No: None.)**

THE MATTER OF A PROPOSAL TO MODIFY THE CURRENT SOLID WASTE FRANCHISE RATE FOR REPUBLIC SERVICES, TO REFLECT THEIR REQUEST TO APPLY A 9% INCREASE TO CURRENT RATES, BASED ON THE RATE REFUSE INDEX

STAFF REPORT: Eldridge reviewed the staff report and the revisions to the current and proposed rates with Republic Services, provided by Kevin Larson. Eldridge informed Council the City has the ability to adjust the Franchise Agreement every two years and feels now is a good time to do so. She reminded Council that Republic Services does donate for the Summer Sounds as well as provides an annual City Clean-up held in June of each year.

- Julie Jackson with Republic Services handed out **Addendum 1** which included the rates for individual residential containers, rate history, fuel cost and the 2021/2022 Refuse Rate Index (RRI). She stated Republic Services is anticipating fuel costs going down, therefore, they are only asking for a 9% rate increase instead of 13.4% as suggested by the RRI. She noted some of the factors for the increase are fuel and labor costs, costs associated with CDL training for drivers and recycling market costs.
- Caughey commented he was concerned about the rate increase and thinks that 9% is excessive and feels that 7.5% would be more accepted by our citizens. He also noted that since 2017, we are looking at rate increases of over 24% including the new request.
- Mayor Duncan asked for Jackson to explain the RRI. Klemm asked also if it included the west coast along with California. Jackson replied that it did include California. Keaton explained later that the RRI's intent is to gradually increase rates and to provide average rates on the west coast including California. Nelson stated the City uses the Consumer Price Index (CPI) for rate increase information. Jackson commented they could look into using the CPI in the future.
- Thomas felt that our residents have no other place to go to for garbage services. Jackson replied that about 95% of Oregon is franchise based and there are benefits to the franchise as the City has some control over services provided.
- Downey disagreed, commenting on the current rate request and the limited services provided at the Harrisburg Clean-up. She is not happy with it and stated she agrees with Caughey about a 7.5% increase.
- Jackson commented that our franchise rate of 4.5% is lower than other cities and it is something that we can possibly update. She also commented that if we want a better clean-up day, we just need to specify what we want.

- Citizen, Collette Percell, asked Jackson how they purchase their fuel. Jackson replied that they mostly buy bulk. Percell asked how often they negotiate their fuel prices and Jackson replied she wasn't aware they did.
- Thomas asked Jackson if she could tell us what Monroe and Scio are paying. Julie commented that both cities are at a lower rate than Harrisburg due to having a different recycling schedules.
- Citizen, Donna Duncan, asked Jackson if the City is required to offer recycling and Jackson replied that you are only required once you hit a population of 4,000 but feels if you don't recycle, your garbage container size would need to increase to accommodate that.
- Percell asked Jackson what Republic Services profit per dollar was and Jackson replied 8 to 12% for every dollar.
- Eldridge recommended bringing back to another meeting and to obtain more information supporting the requested rate increase. Klemm requested the financials from 2017 to current and to have rate comparisons from other cities.
 - **Caughey motioned to table this subject until the next meeting scheduled for January 24, 2023 and was seconded by Klemm. The motion passed by a vote of 5-0** (Yes: Caughey, Downey, Keaton, Klemm and Thomas. No: None.)

THE MATTER OF REVIEWING THE DRAFT OF THE COMCAST FRANCHISE AGREEMENT, AND DIRECTING STAFF TO RETURN WITH AN ORDINANCE IN THE FUTURE

STAFF REPORT: Eldridge introduced Tim Goodman with Comcast. Eldridge asked if anyone had any concerns with the noted changes summarized on 42 of the agenda.

- Downey asked Goodman if this will impact our residents. Goodman replied it's written to protect our residents as it provides regulatory protection to get service from the right-of-way to the resident's home and it states Comcast must respond to customer complaints within a certain time frame.
 - **Downey motioned to direct staff to return with an Ordinance to adopt and was seconded Klemm. The motion passed by a vote of 5-0.** (Yes: Caughey, Downey, Keaton, Klemm, and Thomas. No: None)

THE MATTER OF APPROVING THE CONSENT LIST

STAFF REPORT: No comments or concerns.

- **Keaton motioned to approve the consent list and was seconded by Thomas. The motion passed by a vote of 5-0.** (Yes: Caughey, Downey, Keaton, Klemm, and Thomas. No: None.)

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

- **The Payment Approval Report for December 2022**

The City Council Business Meeting recessed at the hour of 8:28pm for the HRA Board meeting.

The HRA Board meeting adjourned at the hour of 8:53pm, and City Council resumed at the hour of 8:56pm

OTHER ITEMS

- Eldridge informed Council of the following:
 - Open House for Cheryl Spangler's retirement on Tuesday as shown in **Addendum 2**.
 - City Day at the Capital is January 25th Reservations are due by January 19th.
 - Lobbying 101 has been moved to the February meeting.
 - The mercury TMDL was accepted by the DEQ. Scholz is now working on the next phase.
 - The owner of the Fern Ridge Tribune, Pam Petersdorf, has passed away. The future of the paper is uncertain.
 - The Strategic Plan will be coming to Council in the future. A copy of the 2022-2027 Strategic Plan has been provided this evening for Council review.
- Keaton asked the City Council their thoughts on the City's future participation with Cascade West Areas Commission on Transportation (CWACT) as he feels they are an advisory board and not listened to, but he's not sure if we want to give up our voice.
 - The consensus from Council was they supported Adam with his decision to remain or leave the CWACT.
- Keaton informed Council that he will be moving from Harrisburg to Missouri. He doesn't know when his last day will be.

With no further discussion, the City Council Business Meeting adjourned at the hour of 9:35pm.

Mayor

City Recorder

HARRISBURG REDEVELOPMENT AGENCY



ROADMAP



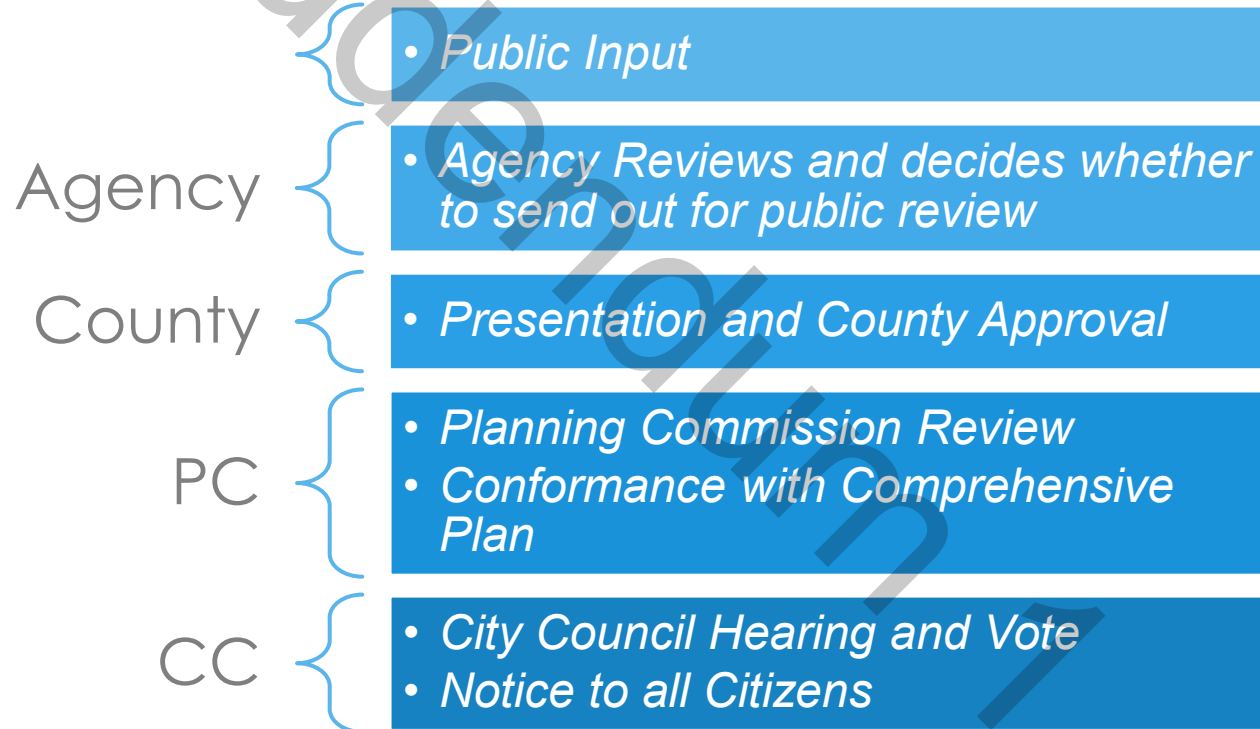
1. Role of Agency
2. Amendment Overview
3. Process

ROLE OF AGENCY

To determine whether the Harrisburg Urban Renewal Plan 2023 Substantial Amendment should undergo the “Public Review” process, including:

1. Taxing districts consult and confer
2. Planning Commission review for conformance to Comprehensive Plan
3. County briefing and vote
4. City Council hearing and vote

HOW IS A PLAN AMENDMENT ADOPTED?



PROPOSED PLAN CHANGES

1. Add parcels
2. Add projects
3. General updating

BOUNDARY

5.

Insert boundary after Rob
creates

Addendum 1

PROJECTS

Water Quality projects

North Site and South Site

FINANCIAL FORECASTING

1. No new maximum indebtedness
2. No “new” impacts to taxing districts
3. Revenue sharing thresholds reached in FYE 2018, commenced in 2019 - payments to taxing districts
4. Revenue Sharing will be a component of the Plan until termination
5. The Plan will now become a “permanent rate” plan, which means that it will only take division of tax revenues from permanent rate levies.
6. The time frame for urban renewal is until FYE 2035, one year less than forecasted in 2015. This is due to increased assessed values in the Area. This is in compliance with the 2036 termination stipulated in the Plan.
7. Schools and Education Service District are indirectly impacted

GENERAL GOVERNMENT

5.

FYE	Linn County	City of Harrisburg	Harrisburg RFD	4H Extension District	Subtotal
2023	(\$46,502)	(\$116,188)	(\$41,256)	(\$2,556)	(\$206,502)
2024	(\$37,455)	(\$93,583)	(\$33,229)	(\$2,059)	(\$166,326)
2025	(\$37,449)	(\$93,568)	(\$33,223)	(\$2,058)	(\$166,298)
2026	(\$37,909)	(\$94,719)	(\$33,632)	(\$2,084)	(\$168,344)
2027	(\$38,459)	(\$96,093)	(\$34,120)	(\$2,114)	(\$170,785)
2028	(\$39,128)	(\$97,766)	(\$34,714)	(\$2,151)	(\$173,759)
2029	(\$39,829)	(\$99,517)	(\$35,335)	(\$2,189)	(\$176,870)
2030	(\$40,560)	(\$101,345)	(\$35,984)	(\$2,229)	(\$180,118)
2031	(\$41,324)	(\$103,253)	(\$36,661)	(\$2,271)	(\$183,509)
2032	(\$40,695)	(\$101,682)	(\$36,103)	(\$2,237)	(\$180,717)
2033	(\$40,685)	(\$101,659)	(\$36,095)	(\$2,236)	(\$180,675)
2034	(\$40,685)	(\$101,659)	(\$36,095)	(\$2,236)	(\$180,675)
2035	(\$18,371)	(\$45,903)	(\$16,298)	(\$1,010)	(\$81,581)
TOTAL					
:	(\$499,051)	(\$1,246,936)	(\$442,744)	(\$27,429)	(\$2,216,160)

EDUCATION

5.

FYE	ESD Linn-Benton-Lincoln	Lane Community College	Harrisburg SD #7	Subtotal	Total
2023	(\$11,133)	(\$22,605)	(\$169,974)	(\$203,711)	(\$410,213)
2024	(\$8,967)	(\$18,207)	(\$136,904)	(\$164,078)	(\$330,404)
2025	(\$8,965)	(\$18,204)	(\$136,881)	(\$164,050)	(\$330,349)
2026	(\$9,075)	(\$18,428)	(\$138,564)	(\$166,067)	(\$334,411)
2027	(\$9,207)	(\$18,695)	(\$140,573)	(\$168,475)	(\$339,260)
2028	(\$9,367)	(\$19,020)	(\$143,020)	(\$171,408)	(\$345,167)
2029	(\$9,535)	(\$19,361)	(\$145,580)	(\$174,476)	(\$351,346)
2030	(\$9,710)	(\$19,716)	(\$148,254)	(\$177,680)	(\$357,799)
2031	(\$9,893)	(\$20,088)	(\$151,044)	(\$181,024)	(\$364,534)
2032	(\$9,742)	(\$19,782)	(\$148,746)	(\$178,270)	(\$358,987)
2033	(\$9,740)	(\$19,777)	(\$148,710)	(\$178,228)	(\$358,903)
2034	(\$9,740)	(\$19,777)	(\$148,710)	(\$178,227)	(\$358,903)
2035	(\$4,398)	(\$8,930)	(\$67,148)	(\$80,476)	(\$162,057)
TOTAL:	(\$119,473)	(\$242,590)	(\$1,824,108)	(\$2,186,172)	(\$4,402,331)

Schools are funded through the State School Fund on a per pupil basis: Urban Renewal indirectly impacts them.

NEXT STEPS & SCHEDULE

1. HRA meeting Jan. 10
2. Consult and confer Jan. 11
3. Planning Commission Jan 17
4. County briefing and vote Jan/Feb. 2023
5. City Council public hearing and first reading of Ordinance March 14
6. City Council second reading and adoption of Ordinance March 28

SUGGESTED MOTION

I move to forward the Harrisburg Urban Renewal Plan Substantial Amendment through the formal public review process.



Happy Retirement Cheryl Spangler!

After 26 years, Cheryl Spangler is retiring! Join us Thursday, January 12th for an open house from 4pm to 8pm at the Harrisburg Public Library.

Please stop by and enjoy cake and punch on us and don't forget to let Cheryl know how much she will be missed!

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1206						
1206	Analytical Lab & Consultants	153937	Water Testing	12/20/2022	204.00	51-65-4200
1206	Analytical Lab & Consultants	153938	Water Testing	12/20/2022	574.00	52-65-4200
1206	Analytical Lab & Consultants	153939	Water Testing	12/20/2022	64.00	52-65-4200
1206	Analytical Lab & Consultants	153941	Water Testing	12/20/2022	599.00	52-65-4200
1206	Analytical Lab & Consultants	153942	Water Testing	12/20/2022	599.00	52-65-4200
1206	Analytical Lab & Consultants	154317	Water Testing	12/31/2022	886.00	52-65-4200
Total 1206:					2,926.00	
2225						
2225	B & I Hardware & Rental	578653	P/W Misc Supplies.	12/01/2022	24.99	10-72-6700
2225	B & I Hardware & Rental	582188	P/W Misc Supplies.	12/19/2022	22.99	51-65-2400
2225	B & I Hardware & Rental	582188	P/W Misc Supplies.	12/19/2022	2.13-	51-65-2400
Total 2225:					45.85	
1212						
1212	Bob Dickman Tire Center	74000646125	Repair Service	12/19/2022	20.00	10-72-4000
1212	Bob Dickman Tire Center	74000646150	PW Vehicle supplies	12/19/2022	40.50	11-45-2100
1212	Bob Dickman Tire Center	74000646150	PW Vehicle supplies	12/19/2022	47.25	51-73-2100
1212	Bob Dickman Tire Center	74000646150	PW Vehicle supplies	12/19/2022	47.24	52-73-2100
1212	Bob Dickman Tire Center	74000648164	Repair Service	01/05/2023	29.00	10-72-4000
Total 1212:					183.99	
3693						
3693	Branch Engineering Inc	00019170	Engineering Services	12/21/2022	675.00	10-41-4000
3693	Branch Engineering Inc	00019171	Engineering Services	12/21/2022	350.00	10-41-4000
3693	Branch Engineering Inc	00019172	Engineering Services	12/21/2022	4,712.50	11-60-7975
3693	Branch Engineering Inc	00019173	Engineering Services	12/21/2022	2,075.00	10-41-4000
Total 3693:					7,812.50	
3697						
3697	Brewer and Coulombe, PC	502933	Attorney Fees	12/15/2022	490.00	10-42-2700
3697	Brewer and Coulombe, PC	502959	Attorney Fees	01/13/2023	280.00	10-42-2500
3697	Brewer and Coulombe, PC	502960	Attorney Fees	01/13/2023	455.00	10-42-2700
Total 3697:					1,225.00	
2549						
2549	Cascade Columbia Distribution	855105	Misc. P/W Expense	12/14/2022	2,165.80	52-65-4000
2549	Cascade Columbia Distribution	856065	Misc. P/W Expense	12/28/2022	2,565.80	52-65-4000
Total 2549:					4,731.60	
3407						
3407	Cascade Health Solutions	27996	Vaccinations	12/01/2022	68.00	11-44-5000
3407	Cascade Health Solutions	27996	Vaccinations	12/01/2022	194.00	52-65-5200
3407	Cascade Health Solutions	29372	CDL Consortium Requirements	12/03/2022	156.00	11-44-5000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 3407:					418.00	
3771						
3771	Cascade Water Works Inc	1144	1099 adjustment	03/03/2022	.00	51-65-4600
3771	Cascade Water Works Inc	1144	1099 adjustment	03/03/2022	.00	51-65-4600
3771	Cascade Water Works Inc	1144	1099 adjustment	03/03/2022	.00	51-65-4600
3771	Cascade Water Works Inc	1144	1099 adjustment	03/03/2022	.00	51-65-4600
Total 3771:					.00	
3732						
3732	Cash	JAN 2023	Change Order	01/18/2023	25.00	10-60-2400
Total 3732:					25.00	
3773						
3773	CenturyLink	624347647	Phone Bill	01/04/2023	.32	10-69-3500
3773	CenturyLink	DEC 2022	Phone Bill	12/26/2022	41.67	52-65-3500
3773	CenturyLink	DEC 2022	Phone Bill	12/26/2022	45.32	52-65-3500
3773	CenturyLink	DEC 2022	Phone Bill	12/26/2022	43.77	51-65-3500
3773	CenturyLink	DEC 2022	Phone Bill	12/26/2022	41.81	51-65-3500
3773	CenturyLink	DEC 2022	Phone Bill	12/26/2022	45.32	52-65-3500
3773	CenturyLink	DEC 2022	Phone Bill	12/26/2022	40.12	52-65-3500
3773	CenturyLink	DEC 2022	Phone Bill	12/26/2022	45.32	52-65-3500
3773	CenturyLink	DEC 2022	Phone Bill	12/26/2022	41.81	10-69-3500
3773	CenturyLink	DEC 2022	Phone Bill	12/26/2022	41.67	52-65-3500
Total 3773:					387.13	
2939						
2939	Cobalt Computer Services, Inc.	24735	Computer Service	12/31/2022	488.75	40-65-8015
2939	Cobalt Computer Services, Inc.	24834	Computer Service	12/31/2022	238.50	40-65-8015
2939	Cobalt Computer Services, Inc.	24923	Computer Purchase	01/10/2023	2,030.00	24-70-7400
Total 2939:					2,757.25	
2720						
2720	Comcast	JAN 2023	Internet Service	01/02/2023	324.51	10-60-2000
2720	Comcast	JAN 2023 LIB	Internet Service	01/01/2023	286.85	24-60-2525
2720	Comcast	JAN 2023 PW	Internet Service	01/01/2023	149.92	51-65-3500
2720	Comcast	JAN 2023 PW	Internet Service	01/01/2023	149.93	52-65-3500
Total 2720:					911.21	
3913						
3913	DataBar Inc	259873	W/S Utility Statements	12/28/2022	329.89	51-74-2200
3913	DataBar Inc	259873	W/S Utility Statements	12/28/2022	329.89	52-74-2200
Total 3913:					659.78	
3966						
3966	DCBS Fiscal Services	DECEMBER 2	State Surcharge - Building/Electric	12/31/2022	258.73	26-70-1050
3966	DCBS Fiscal Services	DECEMBER 2	State Surcharge - Building/Electric	12/31/2022	21.02	27-70-1050
Total 3966:					279.75	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1946						
1946	Ferguson Waterworks	1071571-5	P/W Misc. Expense	12/09/2022	101.72	51-65-4600
Total 1946:					101.72	
1218						
1218	Grainger	9546548240	Misc. P/W Supplies	12/15/2022	31.48	10-72-4000
1218	Grainger	9551400170	Misc. P/W Supplies	12/20/2022	105.10	51-65-4150
1218	Grainger	9556016500	Misc. P/W Supplies	12/27/2022	315.30	52-65-4150
Total 1218:					451.88	
1220						
1220	Hurd's Custom Machinery, Inc.	36551	Public Works Supplies	12/02/2022	61.48	10-72-4000
1220	Hurd's Custom Machinery, Inc.	36656	Public Works Supplies	12/14/2022	59.40	10-72-4000
1220	Hurd's Custom Machinery, Inc.	36716	Public Works Supplies	12/21/2022	8.99	10-72-4000
1220	Hurd's Custom Machinery, Inc.	36804	Public Works Supplies	12/29/2022	2.29	51-65-4600
Total 1220:					132.16	
1221						
1221	Jerry's Home Improvement	176445	Misc Public Works Supplies	12/02/2022	129.97	10-72-4000
Total 1221:					129.97	
3432						
3432	John Deere Financial	4129462	Misc P/W Exp	12/28/2022	24.09	10-72-6700
Total 3432:					24.09	
3968						
3968	Junction City	DECEMBER 2	Building/Electrical Permit Fees	12/31/2022	1,763.28	26-70-1000
3968	Junction City	DECEMBER 2	Building/Electrical Permit Fees	12/31/2022	287.88	27-70-1000
Total 3968:					2,051.16	
3683						
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	74.08	24-60-2800
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	27.97	10-53-2200
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	14.95	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	21.75	10-53-2200
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	12.39	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	9.84	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	11.79	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	66.15	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	41.59	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	23.58	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	8.28	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	27.88	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	15.04	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	8.99	24-60-2000
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	21.99	24-60-2800
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	60.00	10-63-2100
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	33.00	10-53-2200
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	1.68	10-60-2400
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	303.70	10-53-2400
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	209.48	10-53-2200

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	10.00	10-53-2200
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	27.96	10-53-2200
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	731.40	10-60-2400
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	60.00	10-60-2400
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	33.00	10-53-2200
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	4.28	51-65-4600
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	4.29	52-65-4600
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	17.32	51-65-4600
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	17.32	52-65-4600
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	72.75	51-65-4600
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	72.75	52-65-4600
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	18.50	51-65-4600
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	18.49	52-65-4600
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	16.94	51-65-4600
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	16.94	52-65-4600
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	23.19	51-65-3300
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	23.19	52-65-3300
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	279.27	51-65-4150
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	279.26	52-65-4150
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	42.81	10-53-2200
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	72.00	10-53-2200
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	40.00	10-63-2400
3683	Keybank N.A.	DEC 2022	Misc Credit Card Charges	12/20/2022	100.00	10-53-2000
Total 3683:					2,975.79	
3859						
3859	LBUC	01/2023	Locates Council	01/01/2023	62.50	51-76-2000
3859	LBUC	01/2023	Locates Council	01/01/2023	62.50	52-76-2000
Total 3859:					125.00	
3957						
3957	Library Ideas LLC	96019	Books	01/18/2023	48.95	24-60-2000
Total 3957:					48.95	
3819						
3819	Linn County Treasurer	DEC 2022	Court Revenue Payout	12/31/2022	86.27	10-42-2200
Total 3819:					86.27	
3970						
3970	M.L. Houck Construction Co	M220332	Construction	12/30/2022	8,095.91	60-70-7000
3970	M.L. Houck Construction Co	M220332	Construction	12/30/2022	28,796.50	62-70-7000
3970	M.L. Houck Construction Co	M220332	Construction	12/30/2022	25,291.00	63-70-7000
3970	M.L. Houck Construction Co	M220332	Construction	12/30/2022	11,676.00	64-70-7000
Total 3970:					73,859.41	
1882						
1882	Mid-State Industrial Service	0202888	Cleaning storm lines	12/21/2022	1,445.50	51-65-2400
Total 1882:					1,445.50	
3894						
3894	Mitel	FINAL	Phone Bill	01/12/2023	1,000.00	10-60-2200

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
3894	Mitel	FINAL	Phone Bill	01/12/2023	1,000.00	24-60-3050
3894	Mitel	FINAL	Phone Bill	01/12/2023	1,025.00	51-65-2400
3894	Mitel	FINAL	Phone Bill	01/12/2023	1,025.00	52-65-2400
Total 3894:					4,050.00	
3873						
3873	NAPA Auto Parts	8176695046	Misc P/W Exp	12/06/2022	49.92	11-45-2100
3873	NAPA Auto Parts	8176695046	Misc P/W Exp	12/06/2022	58.23	51-73-2100
3873	NAPA Auto Parts	8176695046	Misc P/W Exp	12/06/2022	58.24	52-73-2100
3873	NAPA Auto Parts	8176697641	Misc P/W Exp	12/08/2022	12.19	11-45-2100
3873	NAPA Auto Parts	8176697641	Misc P/W Exp	12/08/2022	14.22	51-73-2100
3873	NAPA Auto Parts	8176697641	Misc P/W Exp	12/08/2022	14.21	52-73-2100
3873	NAPA Auto Parts	8176698221	Misc P/W Exp	12/09/2022	59.40	11-45-2100
3873	NAPA Auto Parts	8176698221	Misc P/W Exp	12/09/2022	69.27	51-73-2100
3873	NAPA Auto Parts	8176698221	Misc P/W Exp	12/09/2022	69.26	52-73-2100
3873	NAPA Auto Parts	8176699738	Misc P/W Exp	12/12/2022	16.21	11-45-2100
3873	NAPA Auto Parts	8176699738	Misc P/W Exp	12/12/2022	18.91	51-73-2100
3873	NAPA Auto Parts	8176699738	Misc P/W Exp	12/12/2022	18.92	52-73-2100
3873	NAPA Auto Parts	8176701896	Misc P/W Exp	12/15/2022	160.04	11-45-2100
3873	NAPA Auto Parts	8176701896	Misc P/W Exp	12/15/2022	186.72	51-73-2100
3873	NAPA Auto Parts	8176701896	Misc P/W Exp	12/15/2022	186.72	52-73-2100
3873	NAPA Auto Parts	8176702555	Misc P/W Exp	12/16/2022	51.30	11-45-2100
3873	NAPA Auto Parts	8176702555	Misc P/W Exp	12/16/2022	59.85	51-73-2100
3873	NAPA Auto Parts	8176702555	Misc P/W Exp	12/16/2022	59.84	52-73-2100
3873	NAPA Auto Parts	8176702573	Misc P/W Exp	12/16/2022	18.58-	11-45-2100
3873	NAPA Auto Parts	8176702573	Misc P/W Exp	12/16/2022	21.68-	51-73-2100
3873	NAPA Auto Parts	8176702573	Misc P/W Exp	12/16/2022	21.68-	52-73-2100
Total 3873:					1,101.51	
1482						
1482	Nation's Mini-Mix, Inc.	212397	Concrete	01/06/2023	928.00	51-65-2400
Total 1482:					928.00	
2644						
2644	Net Assets	54-202212	Lien Searches	12/31/2022	62.00	10-53-2250
Total 2644:					62.00	
3921						
3921	Northwest Electrical Construction,	5129	Electrical	12/15/2022	1,237.92	52-65-2400
3921	Northwest Electrical Construction,	5129	Electrical	12/15/2022	855.36	10-85-3150
3921	Northwest Electrical Construction,	5129	Electrical	12/15/2022	345.00	52-65-2400
Total 3921:					2,438.28	
1102						
1102	NW Natural Gas Co.	JAN 2023	Utilities	01/12/2023	227.46	10-69-2000
1102	NW Natural Gas Co.	JAN 2023 PUM	Utilities	01/13/2023	49.18	52-65-2700
1102	NW Natural Gas Co.	JAN 2023 PW	Utilities	01/12/2023	831.42	51-65-2700
Total 1102:					1,108.06	
1952						
1952	OAWU	34403	Certification	01/10/2023	107.50	51-76-2000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1952	OAWU	34403	Certification	01/10/2023	107.50	52-76-2000
1952	OAWU	34404	Conference Registration	01/10/2023	232.50	51-76-2000
1952	OAWU	34404	Conference Registration	01/10/2023	232.50	52-76-2000
Total 1952:					680.00	
1783						
1783	OCCMA	ELDRIDGE 20	Membership Dues	01/17/2023	217.03	10-63-2100
Total 1783:					217.03	
1245						
1245	One Call Concepts, Inc.	2120383	Locates	12/31/2022	4.05	51-65-4600
1245	One Call Concepts, Inc.	2120383	Locates	12/31/2022	4.05	52-65-4600
Total 1245:					8.10	
1033						
1033	Oregon Department of Revenue	DEC 2022	Court Revenue Payout	12/31/2022	537.44	10-42-2200
Total 1033:					537.44	
1862						
1862	Oregon DMV	L0040904795	Record Inquiry	12/31/2022	2.55	10-42-2800
Total 1862:					2.55	
3096						
3096	Pacific Office Automation	816339	Telephone	12/23/2022	99.31	10-69-3500
3096	Pacific Office Automation	816339	Telephone	12/23/2022	25.21	24-60-2500
3096	Pacific Office Automation	816339	Telephone	12/23/2022	99.31	51-65-3500
3096	Pacific Office Automation	816339	Telephone	12/23/2022	99.31	52-65-3500
3096	Pacific Office Automation	832900	Copier Contract	12/30/2022	438.03	10-60-2100
3096	Pacific Office Automation	832900	Copier Contract	12/30/2022	437.90	51-74-2000
3096	Pacific Office Automation	832900	Copier Contract	12/30/2022	437.90	52-74-2000
3096	Pacific Office Automation	835216	Copier Contract	01/02/2023	41.04	10-60-2100
3096	Pacific Office Automation	835216	Copier Contract	01/02/2023	41.03	51-74-2000
3096	Pacific Office Automation	835216	Copier Contract	01/02/2023	41.02	52-74-2000
Total 3096:					1,760.06	
1079						
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	48.66	52-65-2600
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	20.47	10-69-2500
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	7.81	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	11.41	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	374.06	10-69-2500
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	18.01	10-69-2500
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	35.80	10-69-2500
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	129.07	10-69-2500
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	1,209.77	10-69-2500
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	67.77	52-65-2600
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	163.89	52-65-2600
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	1,660.13	52-65-2600
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	65.94	52-65-2600
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	19.42	52-65-2600
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	43.47	52-65-2600

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	33.60	10-72-6700
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	489.19	25-65-2500
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	30.58	25-65-2500
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	144.85	25-65-2500
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	93.66	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	54.62	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	26.34	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	421.19	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	70.26	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	1,032.09	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	38.92	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	125.52	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	216.26	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	18.01	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	373.81	10-69-3000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	34.57	11-44-2000
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	3,258.27	51-65-2600
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	1,352.53	51-65-2600
1079	Pacific Power & Light Company	JANUARY 202	UTILITIES	01/17/2023	119.89	51-65-2600
Total 1079:					11,809.84	
1814						
1814	Peterson CAT	290081791	Public Works Supplies	12/30/2022	2,339.37	51-65-2500
1814	Peterson CAT	290081791	Public Works Supplies	12/30/2022	2,339.36	52-65-2500
1814	Peterson CAT	510328582	Public Works Supplies	12/23/2022	23.51	51-65-2500
1814	Peterson CAT	510328582	Public Works Supplies	12/23/2022	23.51	52-65-2500
Total 1814:					4,725.75	
3582						
3582	Sierra Springs	217929670107	Bottled Water	12/27/2022	78.99	10-53-2200
Total 3582:					78.99	
2927						
2927	Staples Business Advantage	3525784397	Office Supplies	12/17/2022	57.80	10-60-2300
2927	Staples Business Advantage	3525784397	Office Supplies	12/17/2022	57.78	51-74-2400
2927	Staples Business Advantage	3525784397	Office Supplies	12/17/2022	57.78	52-74-2400
2927	Staples Business Advantage	3527506751	Office Supplies	01/10/2023	5.75	10-60-2300
2927	Staples Business Advantage	3527506751	Office Supplies	01/10/2023	5.75	51-74-2400
2927	Staples Business Advantage	3527506751	Office Supplies	01/10/2023	5.75	52-74-2400
2927	Staples Business Advantage	3527506752	Office Supplies	01/10/2023	12.50	10-60-2300
2927	Staples Business Advantage	3527506752	Office Supplies	01/10/2023	12.50	51-74-2400
2927	Staples Business Advantage	3527506752	Office Supplies	01/10/2023	12.49	52-74-2400
2927	Staples Business Advantage	3527737939	Office Supplies	01/13/2023	18.00	10-60-2300
2927	Staples Business Advantage	3527737939	Office Supplies	01/13/2023	17.99	51-74-2400
2927	Staples Business Advantage	3527737939	Office Supplies	01/13/2023	18.00	52-74-2400
Total 2927:					282.09	
1144						
1144	Suzan Jackson	223	Janitor Services	12/31/2022	630.00	10-72-4100
1144	Suzan Jackson	223	Janitor Services	12/31/2022	420.00	10-72-4100
1144	Suzan Jackson	224	Janitor Services	01/31/2023	.00	10-72-4100
1144	Suzan Jackson	224	Janitor Services	01/31/2023	.00	10-72-4100

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
Total 1144:					1,050.00	
3846						
3846	Tailored Solutions Corporation	202301-11	Court Software Support	01/02/2023	149.00	10-42-2800
Total 3846:					149.00	
3663						
3663	Water & Sewer Deposit Refund	#1050.02	Utility Billing Overpayment	01/10/2023	6.06	01-1075
3663	Water & Sewer Deposit Refund	#501.03A	Utility Billing Overpayment	01/20/2023	41.09	01-1075
3663	Water & Sewer Deposit Refund	#5507.09A	Utility Billing Overpayment	01/10/2023	100.00	01-1075
3663	Water & Sewer Deposit Refund	#5513.07	Utility Billing Overpayment	01/05/2023	20.14	01-1075
3663	Water & Sewer Deposit Refund	#562.14B	Utility Billing Overpayment	01/03/2023	65.49	01-1075
3663	Water & Sewer Deposit Refund	#686.03A	Utility Billing Overpayment	01/10/2023	100.00	01-1075
3663	Water & Sewer Deposit Refund	#917.09	Utility Billing Overpayment	01/04/2023	43.40	01-1075
Total 3663:					376.18	
2661						
2661	WCP Solutions	13053729	Office Supplies	12/20/2022	626.40	10-72-4000
2661	WCP Solutions	13053729	Office Supplies	12/20/2022	97.80	10-72-6700
2661	WCP Solutions	13053729	Office Supplies	12/20/2022	172.00	51-74-2400
2661	WCP Solutions	13053729	Office Supplies	12/20/2022	172.00	52-74-2400
2661	WCP Solutions	13053729	Office Supplies	12/20/2022	172.00	10-60-2300
Total 2661:					1,240.20	
1239						
1239	WECO	CP-00219855	PW Gas Exp	12/31/2022	461.86	11-45-2000
1239	WECO	CP-00219855	PW Gas Exp	12/31/2022	538.83	51-73-2000
1239	WECO	CP-00219855	PW Gas Exp	12/31/2022	538.83	52-73-2000
Total 1239:					1,539.52	
3879						
3879	Wilson Equipment, LLC	59375	1099 adjustment	03/11/2022	.00	11-45-3000
3879	Wilson Equipment, LLC	59375	1099 adjustment	03/11/2022	.00	11-45-3000
Total 3879:					.00	
4013						
4013	Wire Works LLC	14813	Vehicle Repair	01/06/2023	10,966.43	41-78-8010
Total 4013:					10,966.43	
3596						
3596	Xylem Water Solutions U.S.A.	3556C55109	Misc P/W Exp	12/21/2022	1,691.00	52-65-5400
Total 3596:					1,691.00	
Grand Totals:					150,596.99	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Amount Paid	GL Account Number
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Dated: _____

Mayor: _____

Payment Approval Report
Expense Account Key

City Council: _____

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

Building Permit Fund 26 26-XX- XXXX

Electrical Permit Fund 27 27-XX- XXXX

Debt Services Fund 30 30-XX- XXXX

Office Equip. Fund 40 40-XX- XXXX

Equipment Fund 41 41-XX- XXXX

City Recorder: _____

Water Fund 51 51-XX- XXXX

City Treasurer: _____

Sewer Fund 52 52-XX- XXXX

Sewer Resv Fund 56 56-XX- XXXX

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.



Library Board Meeting Minutes January 03, 2023

Chairperson: Katherine Hansen, Presiding
Vice-Chairperson: Angela Christensen, Present
Board Members Present: Desri Hansen (arrived at 5:33pm) and Lori Pelkey
Staff Members Present: Library Supervisor Cathy Nelson, City Recorder Lori Ross
 Librarian Amanda Pelkey and Librarian Cheryl Spangler
 (arrived at 5:39pm)
Meeting Location: Harrisburg Municipal Court Located at 354 Smith St

Nelson informed the board that Chairperson Kristi Prozialeck has submitted her resignation, effective December 29th, 2022 and that Vice-Chairperson, Katherine Hansen will be the new Chairperson. Nelson entertained nominations for the new Vice-Chairperson. Christensen volunteered to be the new Vice-Chairperson.

CALL TO ORDER AND ROLL CALL at the hour of 5:30pm by Library Supervisor Cathy Nelson

CONCERNED CITIZEN(S) IN THE AUDIENCE. None present.

APPROVAL OF MINUTES

- L. Pelkey motioned to approve the minutes for the November 1, 2022 Library Board Meeting and was seconded by Christensen. Motioned passed by a vote of 3-0. (Yes: Hansen, Christensen, and L. Pelkey)

D. Hansen arrived at 5:33pm after the motion.

THE MATTER OF DISCUSSING LIBRARY PROGRAMS

STAFF REPORT:

Book Club: K. Hansen stated they have picked up a few more people. They are still meeting on the 4th Thursday of each month at 6:30pm.

Crafting Club: A. Pelkey stated that Alley Bennett will be taking over the program.

D & D: K. Hansen stated the program is on hold currently and they are waiting for the next campaign.

January 03, 2023

Game Night: A. Pelkey stated the next program is Thursday, but they need a volunteer to run the program or change the time, so a Librarian can. Currently it is from 6:30pm to 7:30pm on the 1st Thursday. D. Hansen recommended the card game, "Throw Throw Burrito Game" for the next game night.

Sowing Class: Nelson stated the last program is scheduled for January 9th. Spangler arrived at 5:39pm and confirmed that was the last day for the program at this time.

Storytime: D. Hansen stated the last program was great success with about 20 patrons in attendance. L. Pelkey suggested that next time, they reach out to local businesses, Java Joy, about donating the hot chocolate.

Lego Club: A. Pelkey stated it's still small and that she needs to reach out to the School and hand out flyers. She commented on the New Year's Lego ball drop, that is currently on display in the Library.

Karaoke Club: A. Pelkey stated it's currently on hold.

Dance: No new dance planned at this time.

Computer Club: Spangler stated it starts in January; however, she needs to speak with Kristi Prozialeck as she was the one who was going to run the program. Spangler suggested volunteer, Kathy Sapp to run the program.

Others:

Student Cards:

- Spangler stated she would like to offer free Library cards for school kids, that are out of the City limits, but in our district and referred to **Addendum 1** which listed members of our consortium who participate in this program.
- D. Hansen asked what the Board would have to do to make this happen and Nelson and Ross replied they would need to create a proposal, submit to Council for approval and then make a policy change. Nelson suggested presenting at the January 24th City Council meeting.
- D. Hansen asked what ages this would be for, and Spangler replied 5-18 years old. D. Hansen commented that she knows several families that would benefit from this. She suggested limiting the items to 10 per card and it will include Libby, but no DVD rentals.
- Ross asked about how many students that would include. Christensen to get that information and forward to Nelson.
- Spangler commented that anyone over 12 can get their own card. Younger kids would need to have parents apply.
- D. Hansen asked about proof of enrollment. Nelson suggested staff verifying with the School District.

Tutoring:

- Spangler stated they have had students coming in, even with the holidays. She noted that one of her tutors hasn't been able to attend due to health issues. Spangler suggested hiring an Independent Contractor.
- Nelson commented that if it was over, \$600 per year, they would be required to fill out a 1099 and would need to be an Independent Contractor and would have to have contract in place with a business name. Nelson stated we had worked out a deal with the School to have the Honor Society tutor but have only had two students participate.

Mid Valley STEM Hub:

- L. Pelkey informed the Board of the Mid Valley STEM Hub which is a mobile tech unit that visit libraries in Linn and Benton Counties that provide craft projects that are

January 03, 2023

technology related. She stated it's a free service for Pre-K and Elementary age children. She asked the Board to visit their website at midvalleystem.org for more information.

- D. Hansen suggested having it on a Friday instead of Storytime. She suggested advertising and to reach out to the School District.

Misc.:

- A. Pelkey suggested a care package for Prozialeck from the Library Board.
- A. Pelkey commented on an experience she had with a patron about the wording on the late notices and how she was offended. She suggested making them softer instead of "matter of fact". A. Pelkey also suggested sending electronic notices only and not paper. Ross suggested having a place on the application asking the patron if they prefer paper or electronic notifications as not everyone has an email.
- Spangler did confirm that D & D is on hold currently and she is aware of interest for an adult, all male program.
- Hansen reminded the board of the vacancy and if anyone knows of someone, to please have them apply.

With no further discussion, the Library Board meeting adjourned at the hour of 6:13pm.

Albany

Go through GAPS which is a system with the schools.

The schools are giving cards at the first of the year.

If a parent doesn't want to do it, they need to opt out at the school.

They can check out up to 10 items.

Each account is under Student, not youth.

Students cannot check out books if they have any late fees on any other account.

Sweet Home

Kids take registration cards home and parents fill them out. Cards are then issued from Library to kids at school

Elementary students are limited to 2 items, teens 3 items. If students want more, the parent needs to come to the library with the student then 5 items may be checked out.

TEACHER card. All teachers use a card and kids check out on that. The teacher is responsible for seeing books get returned and they do not leave the classroom.

Lebanon

Students must have a parent or legal guardian show proper ID unless student has driver's license or permit, they may register without a parent

Allowed to check out anything and have access to Libby except DVD's, Music CD's, games, kits or Wonderbooks

No interlibrary loans

DOWN SIDE

Problems with getting cards figured out at the school.

What to do with Home Schoolers

What about late fees on family card

Alternatives

Leave the school out of this program

Allow Homeschoolers the same chance at using the library

We have no late fees so that will not be a problem.

What Can I Do With My Student Card?

In an effort to ensure all students have access to print and digital library resources, we offer a no-cost limited-use Student Card for students (ages 5-18) who reside outside of Lebanon city limits but within the Lebanon School District area.

The Student Card will allow students to check out up to 5 items:

- ♦ Books
- ♦ Magazines
- ♦ audiobooks

Access e-books and online resources

The Student Card will **NOT** allow students to:

- ♦ Check out DVDs, Music CDs, Games, Kits, or Library of Things items, Wonderbooks
- ♦ Request inter-library loans

Limited-use Student Cards are able to place eligible items on hold from other libraries within the consortium, but are not able to visit the other libraries in the consortium. Use their cards to access materials inside these buildings.

STUDENT CARDS

Lebanon Public Library

Students who are 5 to 18 years of age and live outside city limits, but within the boundaries of the Lebanon School District, are eligible for a limited-use Student Card.

Students must have a parent or legal guardian present to show the proper I.D. and sign a registration card. (Patrons 15-17 years old with a current driver's license or permit may register without a parent present).

To apply for a library card, please provide current photo I.D. at the front desk (i.e. driver's license or state I.D. card).

If your photo I.D. does not have your current address, please provide a utility bill or rent receipt not more than 30 days old as proof of residence.



GIVING KIDS A FREE CARD THAT GO TO SCHOOL BUT ARE OUT OF DISTRICT

We have kids from our local school come into the library quite often that are out of district but go to school here. If they cannot get access to a library card, they are pretty much out of luck being able to get information they may not have at school to finish homework or just read. We know how important reading time is to kids, but the school has limited availability to many books, and we have access from 6 libraries they can find something to read or study. Kids cards now are 12.50 and they are only for kids' books. But if a parent isn't in the library with them, we usually never hear from them again and it ends a kid's chance at bettering their reading or education.

During the summer we have kids that come to our programs and are all excited about the library, but maybe won't go home and ask their parents for a card so they never come back. I have thought about giving out summer only cards to families that are for 4 months, but then you get into some murky water.

The rest of the consortium already have programs set up

Albany:

Jeremy

Years ago we started a program with GAPS (the school district here) where all students in the district (city residents or not) get a library account, associated with their Student ID number, and their Student ID card could be used as a library card.

On the back end, we fetch updated student account info from their student management system (Banner) daily. The process for that is almost identical to how LBCC's patrons are created/updated from their Banner system, also daily. The biggest difference is no birthdates, so we use an obvious fake for all of them.

They have a limit on number of materials, but none by type.

There were some bumps getting started... the program was intended to be "opt out" from the get-go, but GAPS made a mistake on the form the first year, and didn't give us an opportunity to review it before it went out, as we were told would happen. (To be fair, they had some major turnover in their IT dept in the middle of this, and the knowledge transfer there missed quite a few things.) This was corrected for the second year, and since.

The first year, all of the schools ordered their own Student ID cards with no central guidance from the district. Some of them handled their data in a way that lost digits. The second year, all Student ID cards were handled centrally, and it mostly went fine. (Though I'm told by Mardi this may no longer be the case, and something we need to investigate again.) There have also been issues with some schools not actually issuing cards, or doing it promptly, and so on. (Usually elementary schools.)

There are also matters related to some students technically having two cards available to them (one regular APL card, one student card). Of course, there will be some that abuse that fact... Mardi handles those by various strategies, as already detailed in her email. 🤖

Mardi:

All GAPS students should already have a library card in the Albany Public Library system. When we first started our program, we thought it would only be middle school & high school students. Some schools gave their grade schoolers cards to use also, and some didn't. At first, parents had to opt in – usually at registration. We have since made it that all students are able to use their ID and parents have to opt out if they don't want their child involved. (These are renewed each year until they have graduated from high school.) They will need to bring their card with them to check out up to 10 items. We don't check out items to them without the card (this was put in place when we worked with GAPS to set up this partnership). We have been a little more lenient with that because of the covid years. They can check out anything. Some already have an APL card. We have some students who want an APL card because they can check out more items. I tell them that's fine & issue a card & also tell them not to opt in at school and that acct. will close. We may try to merge them in the future. Their ID card should have photo, name, barcode & number, and then whatever else that GAPS requires. Any changes in information in the account would need to be taken care of at the school. Each student has an account with the status of Student. The schools wouldn't give us the birthdates for any of the students, so Jeremy put in 7/4/1776. The only change we're allowed to make in their accounts is their password. With GAPS, it is the first 3 letters of their first name followed by the last 3 numbers of their student ID number. We change it to the year of birth, if requested. Parents will need to give us that info if they want it changed. If we have mail or an email returned, I block their account with a note saying it must be changed at the school.

We have had problems with the actual ID card. Schools have not been consistent in handing out the ID. Some waited until the end of the school year. The person I have contact with at GAPS has been really good about trying to correct things on their end. We recently had a parent who wanted to let their child use their ID card but their school didn't give them one. She went to the school a number of times to request one, but they refused to give her one. Some years, they didn't put a zero in front of the ID number, so students always had to come to the front desk to check out. A couple of years ago, cards did not have the ID number on the card. Because of that, we have gotten a number of phone calls and emails from parents trying to get into their child's account to place holds. The current cards do not have 0 at the beginning of the student ID.

Another problem we have run across is that the student and/or their family may have APL cards with big fines. All of a sudden, we were having students with huge fines in their GAPS account (some even several hundred dollars) who also had huge fines in their APL account. I keep a list of those and block everyone in the family – their APL and/or GAPS accounts. As we discover these, I go in & block their GAPS card with a note saying they have to pay the large fines on their APL card before the GAPS card can be used. These have been anywhere from \$20-400+. Some now have large fines on both accts. ☹ I also do this if any of the other family members have large APL fines (if the accounts are attached thru alt id). I put notes in all the GAPS & APL accts. Jeremy sends me a report that is a list of all the GAPS accounts with lost items. I go in monthly and put notes in the accounts. We discovered a student who had over \$300 in fines on their GAPS card and over \$200 on their APL card and that made me start thinking about some way to get that info

Overall, it's been a great program. I wish more students took advantage of using this account. We started this so that students who live outside city limits would be able to use the library at no charge. Lots of very happy little kids who can check out books by themselves!

Sweet Home:

Sweet Home has recently been experimenting with this idea of issuing library cards to out of city limits students.

If the students are visiting the library as a field trip, we will issue a limited access card to the student if the teacher would like that to be a part of the visit.

The student takes a registration card home, parents fill it out and return it to the teacher. We collect these before the class visit, make the cards and hand them out when they arrive.

For elementary we limit 2 items, teens 3 items. If teens want more items, we ask that the parent come to the library and give permission for 5 items.

This is how we get the parent e-mail, and direct contact info. If needed to get items returned. If the student has 2 item limit, we try to use the teacher as a contact to return checked out items.

This is different from SRP which allows 10 item check out. But.....that was with a parent present to acknowledge they are financially responsible for the 10 items. SRP cards are free for the summer, to anyone under 18, or still in school. They usually expire a week after school starts.

Summer or 2022, Sweet Home school district used the high school as a summer school site for the whole district. This is a short walk from us.

Summer school classes k-9th, started visiting the library, and asking how kiddos could check out books. SO.... for SRP without a parent, we went through the same registration process above, limiting 2 items per check out, for everyone.

If students wanted more, the parent needed to visit the library in person, and acknowledge they would be financially responsible for 10 items, during the SRP. (fill out new registration)

This was successful, we had the same number of unreturned items as we do most years, so out of pocket loss wasn't affected. We had a lot of kids that didn't know Sweet Home had a library and visited for the first time ever. We also were able to network with teachers, that didn't usually utilize the library.

We also have a "TEACHER" card we keep at the circ desk. Generally this is for any district teacher that wants to check out items for classroom use. We have the teacher sign the back of a check out receipt with name, school, and phone. We keep that in an envelope along with the card. This lets any Sweet Home teacher no matter where they reside, to have access to our collection. The understanding is these items will stay in the classroom. During a field trip, if the student didn't return a registration, we let the teacher check out the students 2 items on the teacher card, leaving the books in the classroom. This way everyone gets to carry books out the door, ☺ just not take them home.

Our director is currently working with the school district to find a way to pay for students out of city, within school district boundaries. Our fee is only \$35.00 per household, we are hopeful this will be available soon.

Lebanon

Kendra

Because we don't have a county library system, those who reside outside Lebanon city limits aren't taxed for library services and have to pay out-of-pocket. The cost is prohibitive for many. We wanted to do what we could to promote literacy and equity of access for Lebanon area children.

The limited-access student library card is free for children ages 5 to 18 who reside within the Lebanon School District but outside city limits.

The limited-access card allows them to check out up to 5 items (books, magazines, and audiobooks only) and also allows access to our online resources, including Library2Go.

Limited-access cards do not allow students to check out DVDs, music CDs, games, kits, library of things items, or inter-library loans

Implementation:

We could get hold of the schools and see if they have a program.

If not, we can come up with rules for kids to go by.

Only 5 or 10 books max checked to student etc.

Disadvantages?

Not sure what your homeschool population is there, Cheryl, but we have a big one in Lebanon and that's why we decided not to coordinate with the schools. Mardi told me they got complaints from homeschool families because they weren't included and that was helpful when we were deciding what to do.

Do we want to explore other schools' paperwork?

So, how do we answer the question of homeschooled kids?

How many would we allow checked out?

What ages?

Code	Description	Count	Amount	GL Account
Court Costs				
AF	ATTORNEY FEE	2	123.33	
CF	COLLECTION FEE	2	.00	
COSTS	COURT COSTS	4	109.26	
COURT FEE	CF	1	100.00	
DEF-ADJUD	DEF ADJUDICATION	8	935.41	
LPF	LATE PAYMENT FEE	4	19.99	
PA	PAYMENT ARRANGEMENT- FEE	7	68.20	
SCF	SHOW CAUSE FEE	2	25.63	
SUSP	SUSPENSION FEE	4	30.00	
Total Court Costs:		34	1,411.82	
Fines				
FINE	FINE ASSESSED	1	280.00	
GBD	GUILTY BY DEFAULT	15	1,302.00	
GUILTY	FOUND GUILTY	20	1,852.18	
Total Fines:		36	3,434.18	
Surcharges				
COUNTY	COUNTY ASSESSMENT	13	208.00	
DIV STATE	STATE ASSESSMENT	1	20.00	
STATE	STATE ASSESSMENT	19	700.00	
Total Surcharges:		33	928.00	
Unapplied				
	Unapplied payments	2	330.00	011095
Total Unapplied:		2	330.00	
Grand Totals:		105	6,104.00	

Report Criteria:

Case.Violation date = 01/01/2023-01/31/2023

Agency	Case Number	Citation Numbers	Violation Date	Primary Offense	Location
COBURG PD	23-T-0002	190201	01/04/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & SOMMERVILLE LP
COBURG PD	23-T-0003	190202	01/04/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	DIAMOND HILL DR & N. 8TH ST
COBURG PD	23-T-0014	190208	01/07/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST/ SOMMERVILLE LP
COBURG PD	23-T-0010	190209	01/07/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & SOMMERVILLE LP
LCSO	23-T-0006	219575	01/10/2023	DRIVING WHILE UNINSURED	587 LASALLE ST HARRISBURG
LCSO	23-T-0013	190212	01/11/2023	DRIVE WHILE SUSPENDED/REVOKED; NO OPERATOR LICENSE	6TH ST/ PRICEBORO RD
LCS	23-T-0009	219590	01/11/2023	NO OPERATORS LICENSE; DRIVE UNINSURED; ALTERED DISPLAY PLATES	699 N 9TH ST/DIAMOND HILL RD
LCSO	23-T-0007	219592	01/11/2023	NO OPERATORS LICENSE; FTC PROOF OF INSURANCE	699 S 6TH ST/LASALLE ST HARRISBURG
COHB	23-M-0002	23-M-0002	01/11/2023	FAILURE TO APPEAR ON CRIMINAL CITATION	
COHB	23-M-0003	23-M-0003	01/11/2023	FAILURE TO APPEAR ON CRIMINAL CITATION	
COHB	23-M-0005	23-M-0005	01/11/2023	FAILURE TO APPEAR ON CRIMINAL CITATION	
COHB	23-M-0006	23-M-0006	01/11/2023	FAILURE TO APPEAR ON CRIMINAL CITATION	
COHB	23-M-0007	23-M-0007	01/11/2023	FAILURE TO APPEAR ON CRIMINAL CITATION	
LCS	23-M-0001	219605	01/12/2023	DRIVE WHILE SUSPENDED - MISD	23505 PEORIA RD
LCS	23-T-0005	219606	01/12/2023	DRIVING WHILE UNINSURED	23505 PEORIA RD
LCS	23-M-0010	219689	01/12/2023	INITIATE FALSE REPORT	885 SOMMERVILLE LP
COHB	23-M-0004	23-M-0004	01/13/2023	FAILURE TO APPEAR ON CRIMINAL CITATION	
COBURG PD	23-T-0012	1877	01/14/2023	FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN	7TH/ TERRITORIAL ST
LCSO	23-T-0008	219631	01/15/2023	VIOLATING BASIC RULE (11-20) OVER	1199 S 6TH ST/PRICEBORO DR HARRISBURG
LCSO	23-T-0015	219657	01/18/2023	DRIVING WHILE UNINSURED; VBR 11-20; DRIVING WHILE SUSPENDED	1199 S 6TH ST/PRICEBORO DR HARRISBURG
COBURG PD	23-T-0017	190477	01/19/2023	DRIVE WHILE SUSPENDED/REVOKED	6TH ST & LASALLE ST
COBURG PD	23-T-0018	190220	01/20/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & SOMMERVILLE LP
COBURG PD	23-T-0019	190221	01/20/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & SOMMERVILLE LP
COBURG PD	23-T-0020	190222	01/20/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & SOMMERVILLE LP
COBURG PD	23-T-0021	190223	01/20/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & SOMMERVILLE LP
LCS	23-M-0009	219700	01/21/2023	DRIVE WHILE SUSPENDED - MISD; FAIL TO RETURN SUSPENDED LICENSE	855 DIAMOND HILL/ CRIMSON WAY
LCSO	23-T-0016	219711	01/22/2023	NO OPERATORS LICENSE; DRIVING UNINSURED	899 S 3RD ST HARRISBURG
LCS	23-M-0008	219712	01/22/2023	DRIVE WHILE SUSPENDED - MISD; FAIL TO RETURN SUSPENDED LICENSE	870 MONROE ST
LCS	23-T-0011	219713	01/22/2023	FAIL TO CARRY PROOF OF INSURANCE	870 MONROE ST
COBURG PD	23-T-0024	190182	01/25/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	N. 9TH ST & DIAMOND HILL
LCS	23-M-0011	23-00347	01/25/2023	DIS CONDUCT II; RECKLESS DRIVING; CRIMINAL MISCHIEF II; RECKLESS ENDANGER; STALKING	242 TERRITORIAL ST
LCS	23-T-0022	219754	01/26/2023	FAIL TO REGISTER VEHICLE	489 N. 7TH ST & BURTON ST
LCS	23-T-0023	219758	01/26/2023	DRIVE WHILE SUSPENDED/REVOKED; FTC PROOF OF INSURANCE	699 S. 6TH ST & LASALLE ST
COBURG PD	23-T-0025	190458	01/27/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST. & SOMMERVILLE LP.
COBURG PD	23-T-0026	190459	01/27/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & SOMMERVILLE LP
COBURG PD	23-T-0028	1880	01/29/2023	FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN	7TH ST & TERRITORIAL ST
COBURG PD	23-T-0027	1881	01/29/2023	FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN	7TH ST & TERRITORIAL ST
COBURG PD	23-T-0029	190478	01/31/2023	NO OPERATORS LICENSE	7TH ST & SMITH ST
COBURG PD	23-T-0030	190479	01/31/2023	FAILURE TO OBEY TRAFFIC CONTROL DEVICE-SIGN	7TH ST & TERRITORIAL ST
COBURG PD	23-T-0031	190480	01/31/2023	VIOLATING DESIGNATED SPEED 11-20 MPH	6TH ST & LASALLE ST

Grand Totals:

40 CITATIONS ISSUED IN THE MONTH OF JANUARY 2023